



Conducting Background Investigations

REGION III

FPSI

Course Outline:

In this CJSTC approved 40-hour course, the student will analyze information provided by the applicant along with supporting documentation and appropriate interviews to determine any discrepancies or disqualifications in order to prepare a final report for presentation for management.

Course Objectives:

- Understand the purpose of conducting a background investigation for new hires.
- Identify the State requirements for employment as a sworn officer.
- Understand how to review the employment application and what addition information would be helpful in the investigation.
- Understand discrepancies and disqualifying points of an application and how to address findings with the applicant.
- Identify the all elements that must be in the final report to management.
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Who Should Attend:

To attend this training the participant must be a Florida law enforcement officer, corrections officer, probation officer, or support personnel for a Florida law enforcement organization. For salary incentive courses, all officers outside Region III/XV must provide written authorization by agency representative requesting attendance and election of salary incentive or mandatory retraining.

Class Dates and Location:

Salary Incentive: Yes

Location: Classroom Building. Room 217

Instructor: Robert Mixson

Course Dates: October 26-30, 2026

Course Time: 8:00 AM to 5:00 PM

Course Costs:

Tuition for Florida trust funded classes are covered fully by the trust fund. Housing and meals are provided ONLY for Region XV officers attending classes held at the Florida Public Safety Institute where the student is traveling over 50 miles to attend.

Course Calendar:

Click [here](#) to view our training courses.

Enrollment Information:

To register, Region III & XV officers should contact their agency training coordinator(s); all others contact:

Mike Fraser at Michael.Fraser@tsc.fl.edu