

DALTON POLICE DEPARTMENT

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<i>Subject</i> Physical Readiness Program		
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I. **Policy**

It is the policy of the Dalton Police Department to provide a Physical Readiness Program (PRP) that will benefit the physical and emotional well-being of all members of the Department while providing reasonable assurance that each member can perform the essential functions of his / her job. ~~The Assessment and the Job Task Simulation Test are the official physical readiness tests for the Department, and they replace any prior physical fitness and / or physical readiness tests or standards.~~

II. **Background**

It is beyond dispute that law enforcement job functions require physical readiness. All members shall be capable of safely and effectively performing all duty assignments without undue risk to themselves, other members, and the general public.

The components of physical readiness (cardiovascular endurance, anaerobic power, muscular strength and endurance, explosive leg power, and agility) underlie and predict the ability to perform job functions. Research indicates that a sound and vigorous personal health and exercise program is the most effective countermeasure against various maladies, such as sudden, fatal heart attacks. Members must accept the responsibility to develop and maintain healthy lifestyles that will enhance their ability to meet the physical and emotional demands of the job.

III. **Fit for Duty**

It shall be the responsibility of each Member to maintain an "acceptable" level of physical readiness. "Acceptable" level means that a member, when reporting for duty or when called upon to take ~~police~~ **law enforcement** actions, be at a level of health and physical readiness necessary to perform job functions in an appropriate and effective manner without undue risk to his / her health and safety or that of the general public.

IV. **Definitions**

- A. *Aerobic capacity* – A measure of the body's maximum ability to take in, transport, and utilize oxygen to sustain work activity, such as a sustained foot pursuit.

- B. *Agility* – The ability to generate speed, start and stop, and to change direction. Agility is expressed during tasks such as foot pursuits.
- C. *Anaerobic power* – The body's ability to perform short, intense bouts of activity, such as short sprints, stair climbs, or use of force.
- D. *Applicant* – A person that has applied, and is currently testing, for a sworn position within the Department.
- ~~E. *Assessment* – A test that establishes the minimum physical fitness required by applicants or incumbents for the position of a sworn Officer.~~
- E.F. *Explosive leg power* – The ability to generate force rapidly. This is expressed when jumping or vaulting over obstacles, for instance.
- F.G. *Incumbent* – A person that is currently employed as an Officer by the Department.
- ~~H. *Job Task Simulation Test* – A test that measures the ability to perform specific physical tasks of the job, such as pushing a car, jumping a fence, etc.~~
- G.I. *Muscular endurance* – The ability of a muscle to sustain a sub-maximal force. Muscular endurance contributes to successful performance of carrying objects or in sustained use of force encounters.
- H.J. *Muscular strength* – The ability of a muscle to generate maximal force one time. This is important in lifting people or in pushing objects, such as a disabled vehicle.
- I.K. *Physical readiness* – The state of having sufficient energy to efficiently and effectively carry out job functions on a daily basis, including the ability to respond effectively to emergency situations.
- J.L. *Physical Readiness Program (PRP) Coordinator* – A Member trained and certified by an expert and / or an approved agency designated as a fitness coordinator for the program.
- K.M. *Physical Readiness Program (PRP) Manager* – A physical readiness coordinator designated by the Chief of Police to oversee the physical readiness testing and programming.
- L. *Physical Readiness Program (PRP) testing* – The participation in an assessment or test that evaluates minimum physical fitness levels and / or measures the ability to perform specific tasks of the Officer job function, both for applicants and incumbents.
- M.N. *Physical readiness standards* – Those standards which measure a member's ability to perform essential job functions.
- N.O. *Pre-service applicant* – A candidate for employment who has successfully completed the Georgia Basic Law Enforcement Training Course through the pre-service training program.

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V. **Benefits of Physical Readiness**

A. Personal Benefits

1. Improved officer safety
2. Improved general health
3. Increased energy levels
4. Improved self-image and public respect
5. Confidence
6. Improved appearance; a noted psychological factor when interacting with the public
7. Better health and longevity
8. Better job performance

B. Management Benefits

1. Improved job performance
2. Reduced sick leave
3. Improved employee performance
4. Lower frequency of accidents
5. Improved morale of employees

C. Extended Capabilities of Law Enforcement Employees

1. Poise
2. Confidence
3. Stress management
4. Career survival

VI. **Responsibilities**

A. Training Instructors

It is the responsibility of any Training Instructor to monitor and evaluate a participant during his / her training and to report any potential challenges that a participant may be having that could adversely affect his / her ability to safely

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perform the training exercises and / or to safely perform the essential functions of his / her job.

B. **Police Field** Training Officers

It is the responsibility of **Police Field** Training Officers to identify, evaluate, and report any circumstance or behavior of **Recruits Trainees** that would be indicative of an apparent lack of fitness for duty.

C. Physical Readiness Program Coordinators

It is the responsibility of the PRP Coordinators to ensure a safe environment for physical readiness testing and to report any behavior that may indicate a lack of fitness for duty.

D. Physical Readiness Program Manager

It is the responsibility of the PRP Manager to ensure the overall effectiveness of the PRP and to exercise functional authority over the PRP Coordinators and the PRP.

E. Supervisors

It is the responsibility of Supervisors to document any circumstances or behavior by a member that may be indicative of a lack of fitness for duty.

VII. **Procedures**

A. The type of assessment or test required for the Physical Readiness Program for incumbents and applicants shall be designated by the Chief of Police.

~~B.A.~~ All sworn Officers are required to participate in the incumbent testing as part of the Physical Readiness Program.

~~C.B.~~ All sworn Officers that are assigned to positions in which their job description indicates that they must possess the physical capabilities to perform essential job-related tasks should strive to meet the established standards of the Physical Readiness Program **Assessment**.

~~D.C.~~ The **Assessment PRP testing** shall take place annually at a time designated by the PRP Manager, unless directed otherwise by the Chief of Police.

~~E.D.~~ All applicants for a sworn position must meet the established **applicant** standards of the Physical Readiness Program before being considered for employment.

~~E.~~ ~~Applicants must meet the applicant standards in all six (6) areas of the assessment to meet the standards of the PRP.~~

~~F.~~ ~~Recruits that did not meet the incumbent standards during the selection process shall be required to participate in the Assessment no later than two (2) weeks after completion of the PTO Program. These Recruits shall be tested at the incumbent~~

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~~standards at that time.~~ Trainees in the FTO Program or new Officers that have completed the FTO Program shall be required to participate in the regularly scheduled incumbent testing for the PRP.

- G. Before ~~taking~~ participating in any PRP testing ~~assessment~~, all incumbents shall be required to complete a medical questionnaire (PAR Q) and be cleared to participate by a PRP Coordinator (Appendix A). If the incumbent is not cleared for testing, the incumbent shall obtain a medical release from a licensed physician stating that he / she is approved to participate in the ~~test or~~ assessment (Appendix B).
- H. Before ~~taking~~ participating in any PRP testing ~~assessment~~, all applicants shall be required to have a medical release form signed by a licensed physician stating that the applicant is approved to participate in the ~~test or~~ assessment (Appendix B).
- I. In lieu of the medical release form, all pre-service applicants may submit a Physician's Affidavit from their Peace Officer Application for Certification, affirming the candidate has no physical, emotional, or mental conditions that might adversely affect his / her ability to perform the duties of a peace officer or take part in training programs relative to law enforcement. The affidavit must have been signed by a licensed physician within six (6) months of the ~~PRP testing assessment~~.
- J. ~~Physical Readiness Assessment Score Sheets (Appendix E) shall be used to document each Member's Assessment results.~~ PRP testing results shall be documented on the appropriate form for each applicant and incumbent. Those forms shall be entered into the applicant file or the incumbent's training file.

VIII. Duty Status / Medical

- A. Members shall report for their PRP ~~testing assessment~~ at the time and place specified by the PRP Manager.
- B. Members unable to participate in the ~~PRP testing Assessment~~ for medical reasons shall be evaluated by a licensed physician to determine if they are able to perform the essential functions as listed in their job description.
- C. A member who returns from injuries / extended illnesses greater than thirty (30) days or returns from light duty shall be directed by the Chief of Police or his / her designee to submit a medical release form (Appendix B) indicating he / she is able to perform the essential functions, as listed in his / her job description, and ~~also must be cleared~~ clearing him / her to participate in the ~~PRP testing Assessment~~.
- D. Members who return from injuries, extended illnesses, or light duty shall be required to participate in the next regularly scheduled annual ~~Assessment PRP test~~ or as directed by the Chief of Police or his / her designee.

IX. Physical Readiness Standards

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- ~~A. The "Standards" contained in the Physical Readiness Program have been validated and are established based upon the physical abilities necessary to perform the job functions of the Dalton Police Department.~~
- ~~B. The Assessment shall be comprised of the following tests and standards for incumbents:~~
- ~~1. Vertical jump — 13 inches~~
 - ~~2. Sit ups — 32 in one minute~~
 - ~~3. Push-ups — 20, with no time limit~~
 - ~~4. 300 Meter Run — 73.8 seconds~~
 - ~~5. 1.5 mile run — 17 minutes, 48 seconds~~
 - ~~6. Bench press — 1 Repetition of 67% of body weight~~
- ~~C. A complete description of the testing process can be viewed in Appendix C.~~
- ~~D. Rating of Performance~~
- ~~1. When a Member takes the Assessment and passes all six (6) events, he / she shall be given a rating of Meets Standards (MS).~~
 - ~~2. When a Member takes the Assessment and fails less than three (3) of the tests, he / she shall be given the chance to retake the tests that he / she failed no later than ten (10) days after the initial Assessment. If the Member fails the retake, he / she shall be given a rating of Requires Improvement (RI).~~
 - ~~3. When a Member takes the Job Task Simulation Test and successfully meets the listed standards, he / she shall be given a rating of Meets Standards (MS). If a Members fails to meet the Job Task Simulation Test standards, he / she shall be given a rating of Requires Improvement (RI).~~
 - ~~4. Any Member that receives a rating of RI and has not been deemed unfit for duty by a licensed physician shall be afforded the opportunity to work with any of the Department's PRP Coordinators in an effort to improve his / her ability to pass the Assessment and improve his / her overall fitness level.~~
- ~~E. The ability or inability to participate in and pass the Assessment or Job Task Simulation Test may be considered as part of any promotional process or assignment to a specialized position.~~
- ~~F. The goal of the PRP is to encourage Members to keep their physical fitness at a satisfactory level and to assist those Members that wish to improve their physical readiness.~~

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- A. Any assessment or test utilized for the Physical Readiness Program shall be relevant and sufficient to measure the physical readiness of applicants and incumbents and assess their ability to perform essential job functions.
- B. The PRP Manager shall be responsible for maintaining the documented standards for each assessment or test utilized for the PRP.
- C. The PRP Manager shall make readily available to all members the standards required for any assessment or test to be taken as part of the PRP.
- D. The Chief of Police shall designate which assessment or test is to be completed for the annual PRP testing and any applicant testing.

X. **Assessment Testing Results / Appeal**

- A. Members who do not meet the established standards during any PRP testing shall be allowed to retake any portion of the test or assessment no sooner than twenty-four (24) hours and no longer than ten (10) calendar days after PRP testing, attempting only those tests parts that were not passed. The Member shall have only one opportunity to retake the Assessment tests parts of the PRP testing they he / she failed to pass.
- ~~B. Applicants who fail to meet the standards for three (3) or more of the established standards are not eligible to retake any portion of the Assessment.~~
- ~~B.C. Applicants who do not fail to meet all of the established standards of the designated applicant PRP test shall be allowed to retake two (2) portions of the Assessment the applicant PRP test no sooner than forty-eight (48) hours and no longer than fourteen (14) calendar days after testing, attempting just those tests that were not passed.~~
- ~~D. If a Member is not able to meet the established standards, he / she may elect to participate in a Job Task Simulation Test. The Job Task Simulation Test shall be conducted within twenty (20) calendar days from the Member's initial Assessment test date. A Member shall only be able to participate in the Job Task Simulation Test once per calendar year.~~
- ~~E. The Job Task Simulation Test shall be comprised of the following tests and required completion times:
 - ~~1. Roadway Clearance: 36 seconds~~
 - ~~2. Victim Extraction: 23 seconds~~
 - ~~3. Fugitive pursuit and arrest: 2 minutes, 19 seconds~~~~
- ~~F. A complete description of the Job Task Simulation Test process can be viewed in Appendix D.~~
- ~~G. If the Member fails to meet the established standards of the Job Task Simulation Test, the Member may appeal to the Physical Readiness Program Manager or~~

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~~Chief of Police to retake the Assessment after ten (10) calendar days. If the Member is able to successfully complete the Assessment by passing all six (6) events, the Member shall be given a rating of Meets Standards (MS).~~

~~C.H.~~ If the Member is unable to successfully complete the **Assessment PRP testing** by ~~passing all six (6) events meeting all required standards and fails to pass the Job Task Simulation Test after two (2) attempts~~, he / she shall be allowed to remain on active duty but shall be required to demonstrate improvement toward meeting the physical readiness standards.

1. Upon the member's failure to meet the physical readiness standards, he / she shall be provided with fitness and health guidelines intended to support improvement toward meeting the standards.
2. The Support Services Operations Supervisor shall notify the member's immediate Supervisor, the member's Division Commander, and the Chief of Police of the failure to meet the physical readiness standards.
3. The member shall receive counseling from his / her immediate Supervisor and the failure shall be documented in Guardian Tracking and noted in his / her annual performance evaluation.

~~D.I.~~ Upon failure to meet the established standards for any second consecutive **Assessment annual PRP testing** period, the member shall be subject to a staff review of physical readiness. The staff review shall include the Support Services Operations Supervisor, a PRP Coordinator, the member's direct Supervisor, and the member's Division Commander. The purpose of the review is to evaluate the member's physical readiness status, including, but not limited to, the following:

1. The member's recorded participation in the Physical Readiness Program
2. The member's progress toward meeting the physical readiness standards
3. The member's job performance as related to physical readiness
4. Any other factors relevant to the member's fitness level and the Member's inability to meet the physical readiness standards

~~E.J.~~ At the conclusion of the staff review, the member's Division Commander shall make a recommendation to the Chief of Police as to what, if any, action should be taken regarding the member's failure to meet the physical readiness standards. Possible actions include, but are not limited to:

1. Referral for fitness for duty exam
2. Participation in remedial fitness training

~~F.K.~~ If the member is unable to successfully complete the **Assessment PRP testing** by passing the **established standards for more than two (2) consecutive annual PRP testing periods and elects not to participate in the Job Task Simulation Test**, he / she may be removed from Full-Duty Status and required to submit to a fitness for

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duty evaluation. This fitness for duty evaluation shall be conducted by a Department-approved physician. If the member is not deemed fit for duty by a Department-approved physician, he / she may be assigned to another position in the **Agency Department** for which he / she is qualified, if any exists, the member may apply for another position within the City, if any exists, or the member may be dismissed from the Department.

~~L. The appeal process described in this section applies to all Department members who are required to meet the standards established by this directive, and it replaces any prior appeal procedures related to physical fitness or physical readiness standards.~~

XI. **Assistance for Department Members**

The Department recognizes an obligation to provide assistance to members who wish to improve their physical fitness and / or have difficulty in meeting the physical readiness standards. The Department / City of Dalton offers the following assistance to members:

1. On-site fitness facility
2. On-duty exercise time
3. Employee Assistance Program (EAP) provided health and nutrition advice and recommendations
4. ~~Customized exercise plans to help improve PRP performance~~ Discounted memberships to exercise / training facilities, such as Bradley Wellness Center, to help improve PRP performance

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

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Appendix A

PAR-Q Health Questionnaire

PAR-Q is designed to help you help yourself. For most people physical activity should not pose any problem or hazard. PAR-Q has been designed to identify the small number of adults for whom physical activity might be inappropriate or those who should have medical advice concerning the type of activity most suitable for them. Common sense is your best guide in answering these seven questions. Please read them carefully and check YES or NO for each question as it applies to you. In the space below each question, record the information about the "YES" response.

YES NO

____ ____ 1. Has your doctor ever said that you have a heart condition and that you should only do physical activity recommended by your doctor?

YES NO

____ ____ 2. Do you feel pain in your chest when you do physical activity?

YES NO

____ ____ 3. In the past month, have you had chest pain when you were not doing physical activity?

YES NO

____ ____ 4. Do you lose your balance because of dizziness or do you ever lose consciousness?

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YES NO

____ ____ 5. Do you have a bone or joint problem (for example, back, knee, or hip) that could be made worse by a change in your physical activity?

YES NO

____ ____ 6. Is your doctor currently prescribing drugs (for example water pills) for your blood pressure or heart condition?

YES NO

____ ____ 7. Do you know of any other reason why you should not do physical activity?

I have read, understood, and completed this questionnaire. Any questions I had were answered to my full satisfaction.

Print Name: _____

Signature: _____

Date: _____

Blood Pressure: _____

Cleared for Testing: YES _____ NO _____

Physical Readiness Program Coordinator: _____

Comments: _____

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Appendix B

MEDICAL RELEASE FORM

Individual's Name _____

Dalton Police Officers are required to perform a variety of essential physically demanding tasks, including the following:

- Walking for extended periods
- Short sprints
- Long pursuits lasting over 2 minutes
- Running up and down stairs
- Pushing heavy objects
- Jumping over and around obstacles
- Lifting and carrying heavy objects, sometimes up and down stairs
- Using hands and feet in use of force situations
- Using force in short and long term (greater than 2 minutes) efforts
- Bending and reaching
- Dragging people and objects

To measure an individual's capability to perform these critical tasks, all applicants and incumbents must undergo a physical readiness **assessment testing, consisting which may consist** of the **following performance of or simulation of the previously listed tasks items.**

- ~~1. 1.5 mile run to measure aerobic power~~
- ~~2. 300 meter run to measure anaerobic power~~
- ~~3. Maximum push-ups to measure upper body muscular endurance~~
- ~~4. 1 repetition maximum bench press to measure upper body strength~~
- ~~5. Maximum sit-ups test to measure trunk muscular endurance~~
- ~~6. Vertical jump test to measure the explosive power of the lower extremities~~

Your professional opinion is requested as to whether the individual can safely participate in physical fitness testing and exercise training.

PLEASE CHECK ONE:

_____ There are **no contraindications** to the individual either 1) being capable of performing the essential physical tasks and 2) being capable of undergoing the physical readiness **assessment items testing.**

_____ There are contraindications and it is not recommended that the individual participates in the physical readiness **assessment testing** or exercise training at this time.

Physician's signature _____

Date: _____

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Appendix C

Physical Readiness Assessment Sequence

Briefing on Testing Process and warm-up

1. Vertical Jump Test
5 minute rest/warm-up
2. 1 RM Bench Press
5 minute rest/warm-up
3. Sit Up Test
5 minute rest/warm-up
4. 300 M Run
5 minute rest/warm-up
5. Push-up Test
30 minute rest
Warm-up
6. 1.5 Mile Run
Cool down

Test Procedures

Initial Briefing

~~“Today you shall complete a battery of physical readiness or fitness tests. These tests measure the underlying factors necessary to perform the essential and critical physical tasks performed by Dalton Police Department Officers. You shall do the vertical jump, a bench press, a 300 meter run, push-ups, sit-ups, and a one and a half (1.5) mile run. If at any time you don’t feel well, immediately inform one of the fitness coordinators. Do you have any questions?”~~

1. Vertical Jump

~~“The first event is the vertical jump, a measure of lower body explosive power. It is an important area for pursuit tasks that require jumping and vaulting.”~~

~~“Watch this demonstration. Stand under the test apparatus and reach up as high as you can. The instructor shall mark your standing reach. Take one step back with either foot. Then step forward and jump, reaching as high as possible. Instead, you may jump from both feet without taking a step. Your score is the difference between your standing and jumping reach and shall be recorded to the nearest half inch. You shall have three attempts for this event. Are there any questions?”~~

Equipment

Vertec

Procedural tasks

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- ~~1. The subject shall stand immediately under the apparatus and reach up as high as possible, keeping the bicep of the raised arm next to the ear.~~
- ~~2. The PRP Coordinator shall raise the tabs so they just touch the tips of the fingers of the subject and then the PRP Coordinator will move approximately 10-12" of tabs to the side with the Vertec adjusting tool.~~
- ~~3. The subject may use either approach to jumping as detailed above. In the process of reaching, the subject is instructed to lightly push the tabs to one side; the PRP Coordinator shall move all effected tabs out of the way, and the subject shall be given three attempts.~~
- ~~4. The best of three attempts is indicated by the tabs moved.~~

~~2. One Repetition Bench Press~~

~~"This is a maximum weight pushed from the bench press position and measures the amount of force the upper body can generate. It is an important area for performing tasks requiring upper body strength, such as pushing and use of force situations."~~

~~"You shall first warm up by performing 3 to 5 repetitions with a light weight. If you do not know how much weight you should warm up with, we suggest that women press the bar and men approximately half of their body weight. (Demonstrate the warm up) After the warm up, you shall be given successively heavier weights until you cannot push the bar. Watch this demonstration. Lie on the bench with your feet flat on the floor. If your feet do not reach the floor, use one of these boxes. Be sure your back is flat against the bench. You may receive a "lift off" or you may remove the bar from the uprights by yourself. Lower the bar until it is just touching your chest, and hold it in this position. The instructor will say, "Ready, lift." (This will be conducted on a 1-2 cadence.) On the command to "Lift", push the weight up to arms length, exhaling as you perform the movement. The spotters will not touch the bar if it stalls on the way up; they will take the weight if the bar begins to move downward or if you ask them to take it from you. You should reach your maximum attempted weight in approximately five attempts. Are there any questions?"~~

Instructor tips

~~Use three spotters. The spotter behind the bar shall give all commands. Increase the weight in ten pounds or more increments to achieve the maximum weight that can be bench pressed. Be careful when helping return the bar to the rack so that you do not get your face in the way. Be sure the individual does not arch their back. If the lifter is experienced and has an estimate of his / her maximum weight, allow him / her to move right to that weight after the warm up, if he / she desires. Everyone must at least do the warm up before attempting their maximum weight.~~

Equipment

~~Bench
Bar and weights~~

Procedural Tasks

- ~~1. Use three spotters.~~
- ~~2. Ask the subject if he / she has any idea how much weight he / she can press in one maximum effort.~~
- ~~3. If there is an estimated maximum weight, start with about one half of that estimated maximum weight. If not, for males, start with one half of the body weight, and for females, start with 45 pounds (the weight of the bar).~~

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- ~~4. The person warms up for 3-5 repetitions with a light weight.~~
- ~~5. The person receives a "lift off" by the spotters or may remove the bar from the uprights by himself / herself.~~
- ~~6. The person lowers the bar until it is just touching his / her chest and holds it in this position. The instructor says, "Ready, lift." (This will be conducted on a 1-2 cadence.) On the command to "lift", the person pushes the weight up to arms-length, exhaling as the movement is performed.~~
- ~~7. Increase the weight in ten pound or more increments to the maximum attempted weight. Instruct the person to lift each additional weight increment. The first three-to-four repetitions serve as warm-up lifts in order to prevent muscle injury and to prepare the person for a maximum lift on the fifth or sixth effort.~~
- ~~8. The score for this test is the maximum number of pounds lifted in one repetition.~~
- ~~9. Take the 1RM score and divide by body weight to get 1RM ratio score.~~

3. One Minute Sit-Up Test

~~"The third event is the one minute sit-up test, a measure of the muscular endurance of the abdominal muscles, an important area for many physical tasks and injury prevention."~~

~~"Lie on your back with your knees bent at approximately a 90-degree angle and your heels on the ground. Your feet may be together or apart, but the heels must stay in contact with the ground. Your partner will hold your ankles. Place your hands behind your head. Your fingertips must remain behind the back of your ears. When the instructor says, "GO", lift your upper body (head and torso) by bending at the waist and touch your elbows to your knees. Return to the starting position with your shoulder blades touching the surface. That will constitute one repetition. If you arch your back, lift your buttocks from the mat, move your fingertips forwards of the back of your head, fail to touch the knees with your elbows, stop to rest in the down position, or fail to touch your shoulders to the mat, you will receive a warning. For any subsequent violation, the repetition will not count. You shall have one minute to do as many sit-ups as possible. I will announce 45, 30, 15 seconds, and count out the last ten seconds. Your score is the number of correct sit-ups completed in one minute. Watch this demonstration...Are there any questions?"~~

Instructor Tips

~~Have a demonstrator execute several correct sit-ups while you are reading the directions. Repeat the demo after finishing the instructions. During the second demo, point out common errors. Divide the participants into as many groups as there are PRP Coordinators. The PRP Coordinator shall collect the score sheets for his / her group. PRP Coordinators should position themselves at a 45-degree angle to the left front of the participant being tested. From that position, you should be able to observe that the face breaks the vertical plane, the fingers remain behind the ears, the shoulders touch the mat, the heels remain in contact with the floor, and the buttocks remain on the mat.~~

Equipment

~~A mat and stopwatch~~

Procedural Tasks

- ~~1. The subject starts by lying on his / her back, knees bent, and heels flat on the floor. Fingertips stay behind the ears.~~

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- ~~2. A partner holds the feet down.~~
- ~~3. The subject then performs as many correct sit-ups as possible in one minute.~~
- ~~4. In the up position, the individual should have their face breaking an invisible plane, perpendicular to the surface, and touch the knees with the elbows then return to a full lying position before starting the next sit-up.~~
- ~~5. The subject cannot raise his / her buttocks from the ground, and when returning to the down position, the shoulder blades must touch the ground.~~
- ~~6. The score is the total number of correct sit-ups completed in 1 minute.~~

~~4. 300 Meter Run~~

~~“The 300 meter run is a test of anaerobic capacity. This is an important area for performing short, intense bursts of effort, such as sprinting. The score is the time it takes to complete a 300 meter course.”~~

~~“You will start here (point out starting line), and at the command “Go,” run as fast as possible to the end of the course (point to finish line). You must complete the run without help. Are there any questions?”~~

Instructor Tips

~~Allow a five minute warm up. For each group, start as many participants as there are PRP Coordinators. Each PRP Coordinator will record the time for one participant.~~

Equipment

~~A marked course of 300 meters or 984 feet. (On a 400 meter track, this will be 3/4ths of the track. On a 440 yard track, the 300 meter line would be 112 yards (336ft) from the finish line.)~~

~~Stop Watch~~

Procedural Tasks

- ~~1. Spend five minutes warming up.~~
- ~~2. At “Go,” the subject runs the 300 meter course as fast as possible.~~
- ~~3. The time to complete the course is recorded.~~

~~5. Maximum Push-Up Test~~

~~“The push up measures the muscular endurance of the upper body (chest, shoulders, and triceps). This is an important area for many tasks involving use of force, lifting, carrying, and pushing.”~~

~~“Looking straight ahead, assume the front-leaning rest position by placing your hands on the floor surface just outside a straight line down from the shoulders. The back, buttocks, and legs must be in a generally straight line from the head to the heels. They may be together or up to 12 inches apart. When the instructor says, “Go”, lower your body by bending the elbows until the tops of the upper arms, shoulders, and lower back are aligned and parallel to the ground. Return to the starting position by soft locking your elbows. This constitutes one repetition. If you do not keep your body relatively straight, arch your back, or lock out your elbows, you will receive a warning. For any subsequent violation, the repetition will not count. There is no time limit. Do as many correct repetitions as possible. Your score is the number of correct push-ups. Watch this demonstration...Are there any questions?”~~

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Instructor Tips:

~~Have a demonstrator execute several correct push ups while you are reading the directions. Repeat the demo after finishing the instructions. During the second demo, point out common errors. For persons with well-defined biceps, lightly touch the back of the elbow to ensure they are locking out. PRP Coordinators should position themselves at a 45-degree angle to the left front of the participant being tested. From that position, you should be able to observe that the body remains in a generally straight line, the shoulders are parallel to the ground in the down position, and the elbow locks out upon returning to the starting position.~~

Procedural Tasks

- ~~1. The subject starts in the front leaning position. Hands are slightly more than shoulder-width apart; feet are 12" apart or less.~~
- ~~2. The subject lowers himself / herself until the upper arms are parallel to the ground then pushes up again.~~
- ~~3. The back must be kept straight throughout the exercise.~~
- ~~4. There is no time limit.~~

6. 1.5 Mile Run

~~"The 1.5 mile run measures your cardiovascular endurance or aerobic power. This area is important in order to sustain activity, such as a foot pursuit or a use of force encounter. It should be run at a consistent pace."~~

~~"You shall line up behind the starting line. At the command, "Go," start running at a sub-maximal pace. To complete the run, you shall run 1.5 miles on a preset course (describe the course, i.e., the number of laps if run on a track, or the turnaround point if run on an out and back course). Your goal is to complete the 1.5 miles in as fast a time as you can. As you complete each lap, your time and number of laps to go shall be announced. You may walk, but try to keep running for the entire distance. You may run alongside another runner for help with the pace, but you may not physically assist or be assisted by another runner. After the run, do not sit down or stand still, but walk slowly for a lap. Are there any questions?"~~

Instructor Tips

~~Have a monitor on the other side of the track. If you are running an out and back course, ensure there is a trail vehicle. Divide the group evenly amongst the PRP Coordinators, who shall record times for each person in their group. If no numbers are available, have each person call out their name as they complete each lap.~~

Equipment

~~On a 440-yard track, the course is six complete laps.
On a 400-meter track, the course is six complete laps plus 46 feet.
If using another type of course, ensure that it is marked and level.
Stopwatch
Numbered vests, if available~~

Procedural Tasks

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- ~~1. Have subjects warm up.~~
- ~~2. Subjects should be instructed to cover the distance as fast as possible.~~
- ~~3. At the command "Go," time is started.~~
- ~~4. The score is the time to run the course.~~
- ~~5. A cool down is required after running.~~

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Appendix D

Job Task Simulation Test Sequence

1. ~~Roadway Clearance~~

Situation — ~~The Officer comes across a stalled car and debris in a busy intersection of a roadway. He / she must get the debris and vehicle off the roadway.~~

Tasks:

- ~~1. On the command of "Go," the Officer runs 10 feet to the debris (a barbell weighing 50 pounds) in the road.~~
- ~~2. The Officer picks up the barbell and carries it as fast as possible 50 feet to the edge of the roadway.~~
- ~~3. The Officer runs back to the car and drags a 110-pound sack 20 feet to the edge of the roadway.~~
- ~~4. The Officer runs 20 feet back to the car and pushes the car with an occupant inside it 50 feet to the edge of the roadway. The 50-foot distance is measured from the front bumper of the vehicle. When the front bumper crosses a line 50 feet away, the scenario is complete.~~

Equipment:

~~Officer to be tested:~~

- ~~1. Dressed in a sweat suit or duty uniform~~
- ~~2. Duty belt, firearm, radio, vest, and baton~~

~~Setting the testing situation:~~

- ~~1. 1 vehicle with an empty trunk~~
- ~~2. 50-pound barbell beside the vehicle~~
- ~~3. 110-pound sack beside the vehicle~~
- ~~4. 4 traffic cones to mark where to start, where the barbell and sack should be positioned, and where the car should be pushed to.~~
- ~~5. Stopwatch~~

Administration

- ~~1. Walk the Officer through the test situation.~~

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- ~~2. Explain that time is the measure—the faster the better.~~
- ~~3. At the command of “Go,” the Officer starts.~~
- ~~4. When the Officer pushes the car to the 50-foot finish line (marked by a traffic cone), the time is recorded~~

~~Measurement—The time is recorded in seconds and tenths of seconds.—~~

~~2. VICTIM EXTRACTION~~

~~Situation—The Officer comes across the scene of a traffic crash and must pull out an injured victim from the back seat of the car and drag the victim to a safe distance because there is spilled gasoline surrounding the vehicle.~~

~~Tasks:~~

- ~~1. On the command of “Go,” the Officer runs 10 feet to the victim’s car.~~
- ~~2. The Officer pulls out a 175-pound dummy from the vehicle. The Officer must open the car door and drag the dummy out the door.~~
- ~~3. The Officer drags the dummy 20 feet away.~~

~~Equipment:~~

~~Officer to be tested:~~

- ~~1. Dressed in a sweat suit or duty uniform~~
- ~~2. Duty belt, firearm, radio, vest, and baton~~

~~Setting the testing situation:~~

- ~~1. 1 vehicle~~
- ~~2. 175-pound dummy~~
- ~~3. 3 traffic cones at the start and at the 20-foot mark~~
- ~~4. Stopwatch~~

~~Administration~~

- ~~1. Walk the Officer through the test situation.~~
- ~~2. Explain that time is the measure—the faster the better.~~
- ~~3. At the command of “Go,” the Officer starts.~~

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- ~~4. When the Officer crosses the 20-foot line (marked by a traffic cone) while dragging the dummy, the time is recorded.~~

~~Measurement~~—Time is recorded in seconds and tenths of seconds.

~~3. FUGITIVE PURSUIT AND ARREST~~

~~Situation~~—The Officer is charged with pursuing and restraining a fugitive. The various obstacles are simulations of barriers that may need to be surmounted in a pursuit situation.

~~Tasks:~~

~~Pursuing~~

- ~~1. The Officer starts at a traffic cone and runs 30 feet to a fence.~~
- ~~2. The Officer climbs over a 6-foot high fence and runs 50 feet to stairs that are marked by a traffic cone.~~
- ~~3. The Officer runs up and back down 12 stairs.~~
- ~~4. The Officer runs 150 feet to a track.~~
- ~~5. The Officer runs 350 feet on the track to a traffic cone.~~
- ~~6. The Officer turns and runs 50 feet then jumps a 4-foot wide ditch that is marked by 4 traffic cones.~~
- ~~7. The Officer runs 60 feet.~~
- ~~8. The Officer serpentine around 10 cones that are spaced 10 feet apart, for a total distance of 100 feet.~~
- ~~9. The Officer turns and runs 80 feet.~~
- ~~10. The Officer crawls under a 4-foot high sawhorse or hurdle.~~
- ~~11. The Officer runs 30 feet and jumps over a 2.5-foot high sawhorse or hurdle.~~
- ~~12. The Officer turns and runs 80 feet to a 175-pound dummy.~~

~~Restraining~~

- ~~13. The dummy is positioned on its back.~~
- ~~14. The Officer rolls the dummy onto its stomach.~~
- ~~15. While down on one knee, the Officer simulates cuffing the dummy by pulling resistance tubing with each arm to the mid-line of the dummy's back.~~

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~~16. The Officer stands up and lifts the 175-pound dummy up to a knees-up position.~~

Equipment:

~~Officer to be tested:~~

- ~~1. Dressed in a sweat suit or duty uniform~~
- ~~2. Duty belt, firearm, radio, vest, and baton~~

~~Setting the testing situation:~~

- ~~1. Fence adjacent to a track~~
- ~~2. 440-yard or 400-meter track~~
- ~~3. 3-foot sawhorses or hurdles~~
- ~~4. 18 traffic cones~~
- ~~5. 2 rubber resistance bands or tubing~~
- ~~6. 175-pound dummy~~
- ~~7. 2 assistants to hold the rubber tubing and blocking bag~~
- ~~8. Stopwatch~~

Administration:

- ~~1. Walk the Officer through the testing situation.~~
- ~~2. Explain that time is the measure—the faster the better.~~
- ~~3. At the command of “Go,” the Officer starts.~~
- ~~4. When the Officer lifts the dummy up, the time is recorded.~~

Measurement: ~~Time is recorded in minutes and seconds.~~

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Appendix E

Physical Readiness Assessment Score Sheet

Name: _____ Date: _____ Weight: _____

1. Vertical Jump Results: _____

Incumbent *13 inches* P F

Applicant *10.5 inches* P F

2. 1 Repetition Maximum Bench Press Results: _____

Incumbent *67% of body weight* P F

Applicant *55% of body weight* P F

3. Sit-Up Test Results: _____

Incumbent *32 / 1 minute* P F

Applicant *24 / 1 minute* P F

4. 300 Meter Run Results: _____

Incumbent *73.8 seconds* P F

Applicant *83 seconds* P F

5. Push-Up Test Results: _____

Incumbent *20 / no time limit* P F

Applicant *16 / no time limit* P F

6. 1.5 Mile Run Results: _____

Incumbent *17:48 min/sec* P F

Applicant *21 minutes* P F

Participants Signature: _____ Date: _____

PRC Signature: _____ Date: _____

PRC Signature: _____ Date: _____

Comments: _____

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