

ESSENTIAL FUNCTIONS & PHYSICAL FITNESS

PURPOSE: This Department recognizes that law enforcement work poses both physical and mental challenges that are better met by officers who maintain a certain level of physical fitness.

POLICY: To meet these challenges it is the policy of this Department to encourage all employees to improve and maintain their health and fitness level and to require periodic testing of officers assigned to law enforcement duties to ensure an acceptable level of fitness is maintained.

PROCEDURES:

I. ESSENTIAL FUNCTIONS AWARENESS PROGRAM

- A. The Jacksonville Civil Service Commission asserts that a constructive physical fitness program is necessary for officers to carry out the duties of the Jacksonville Police Department, and promotes a healthy and safe atmosphere for the Department and citizens of the City of Jacksonville.
- B. The Essential Functions Awareness Program has been approved as a standard of physical performance required for officers at all levels within the Department. Each officer will be required to perform, on an annual basis, a variety of physical activity as outlined by this Program.
- C. Every new hire officer must pass the Essential Functions Awareness Program during new hire orientation.
- D. Any officer refusing to participate in the Essential Functions Awareness Program without an approved medical excuse will be in violation of this policy. A distinction shall be made between temporary and permanent medical conditions, with the Chief of Police reviewing and determining acceptance of all medical conditions and excuses provided.
- E. Any employee of the Department who fails to successfully complete all phases of the Essential Functions Test within the prescribed time period will be given an opportunity within the next forty five (45) calendar days in which to successfully pass said test; the test will be scheduled by the Chief of Police or his designee. During this forty five (45) day period, the officer will not be eligible to be promoted until he has successfully completed the Essential Functions Test.
- F. Each employee will use their own time to prepare for retesting; no overtime requests for preparation will be accepted. The Training Section will assist the employee in a conditioning program to help prepare the employee to successfully complete the Essential Functions Test, if requested.
- G. Failure of the employee to successfully complete the test will result in the officer being placed on light or modified duty pending the outcome of a "fit for duty" medical evaluation by the City Physician. If the officer is found fit for duty and still cannot successfully pass the Essential Functions Test, other options will be considered
- H. The Police Department's Essential Functions Awareness Program is an examination that tests the officer's physical agility, mobility, flexibility, and stamina. All tests are job related and fall within guidelines established by the Americans with Disabilities Act of 1990. The police officer will wear range clothing, vest, and duty belt to accomplish the test. The following is a brief description of each task to be accomplished:
 - 1. Stair Climb - Climb a set of stairs;
 - 2. Descend Stairs -descend a flight of stairs;

3. Fence - Approach and jump over simulated fence, approximately four (4) feet in height.
4. Window Entry - Approach and pass through the Window Entry obstacle;
5. Low Crawl - Approach and duck under an obstacle approximately four (4) feet in height (one knee must make full contact with the ground);
6. Ditch - Approach and jump over a simulated ditch, approximately four (4) feet in width.
7. Hurdle - Approach and jump over a sixteen (16) inch hurdle;
8. Hurdle - Approach and jump over a twelve (12) inch hurdle;
9. Weapon - Approach barricade at the fifteen (15) yard line, draw and fire three (3) rounds at target, perform an empty reload, and fire three (3) more rounds at target, kneeling behind barricade and re-holster weapon. A minimum of four (4) rounds must hit the target in the black;
10. Dummy Pull - Drag or carry a one hundred twenty-five (125) pound dummy ten (10) yards.

I. A pass or fail has been established for this program.

II. PRE-EMPLOYMENT PHYSICAL AGILITY TEST

The Physical Agility Test (PAT) is given to the Transport/Specialized Officer, Specialized School Resource Officer and Cadet applicants prior to moving forward to the background check. The PAT is essentially the same as above with the exception of weapons section, where no live rounds will be used. The applicant will be observed for steady hand control of the weapon as part of the test instead of accuracy hitting the target.

III. FITNESS AND WELLNESS PROGRAM

- A. The Jacksonville Police Department recognizes the need for general good health and physical fitness.
- B. Membership at the Jacksonville Community Center is provided at no cost for all City of Jacksonville employees. Officers are also encouraged to use the Jacksonville Police Department gym which is open 24/7.
- C. The Community Center provides a personal trainer upon request along with:
 1. Individual health screening and fitness assessment;
 2. Individual education and goal setting; and
 3. Ongoing support and evaluation.
- D. Participation in this Program is encouraged.
- E. As part of the Fitness and Wellness Program, every sworn officer is required to have an annual physical exam with a licensed medical doctor of the City's choosing.



Brett C. Hibbs
Chief of Police