

350.00 HEALTH & PHYSICAL FITNESS

350.01 Medical Examinations

- A. Policy: In order to minimize the long term effects of stress and to ensure department personnel are physically able to perform the duties required of them, the department requires sworn employees to undergo an initial medical examination prior to hire. Additionally, medical examinations may be required for employees who display symptoms of a medical condition or who have suffered a significant injury since their prior physical examination.
- B. Procedure:
1. All sworn personnel are required to have an initial physical examination prior to hiring.
 2. In addition to the initial medical examination, members of the bomb disposal unit and Task Force investigators involved in methamphetamine lab clean-up are required by federal law to submit to and pass annual medical examinations.
 3. The Chief of Police may require an employee to undergo a medical examination when it appears the employee's physical or mental condition is such that it adversely affects the employee's ability to perform his/her duties.
 - a. When an employee is required to undergo a medical examination, the Support Services Division, Office of Personnel will send a notice to the employee to schedule an appointment with a physician currently utilized by the department. The medical examination form has a medical history section, which shall be filled out by the employee prior to the examination and be given to the physician.
 - b. After the examination the department physician shall provide the Operations Commander with a recommendation as to the employee's fitness for duty, any further tests the physician would recommend, and a statement of any conditions, which would limit the employee's performance.
 - c. If the department physician determines, in the course of the examination, that the employee is unfit for duty or that there are limiting conditions which could affect the employee's performance, then the physician will personally so notify the Operations Commander. The Operations Commander will notify the Chief of Police and the Director of the Human Resources Department.

350.02 Physical Fitness Standards:

A. Procedure:

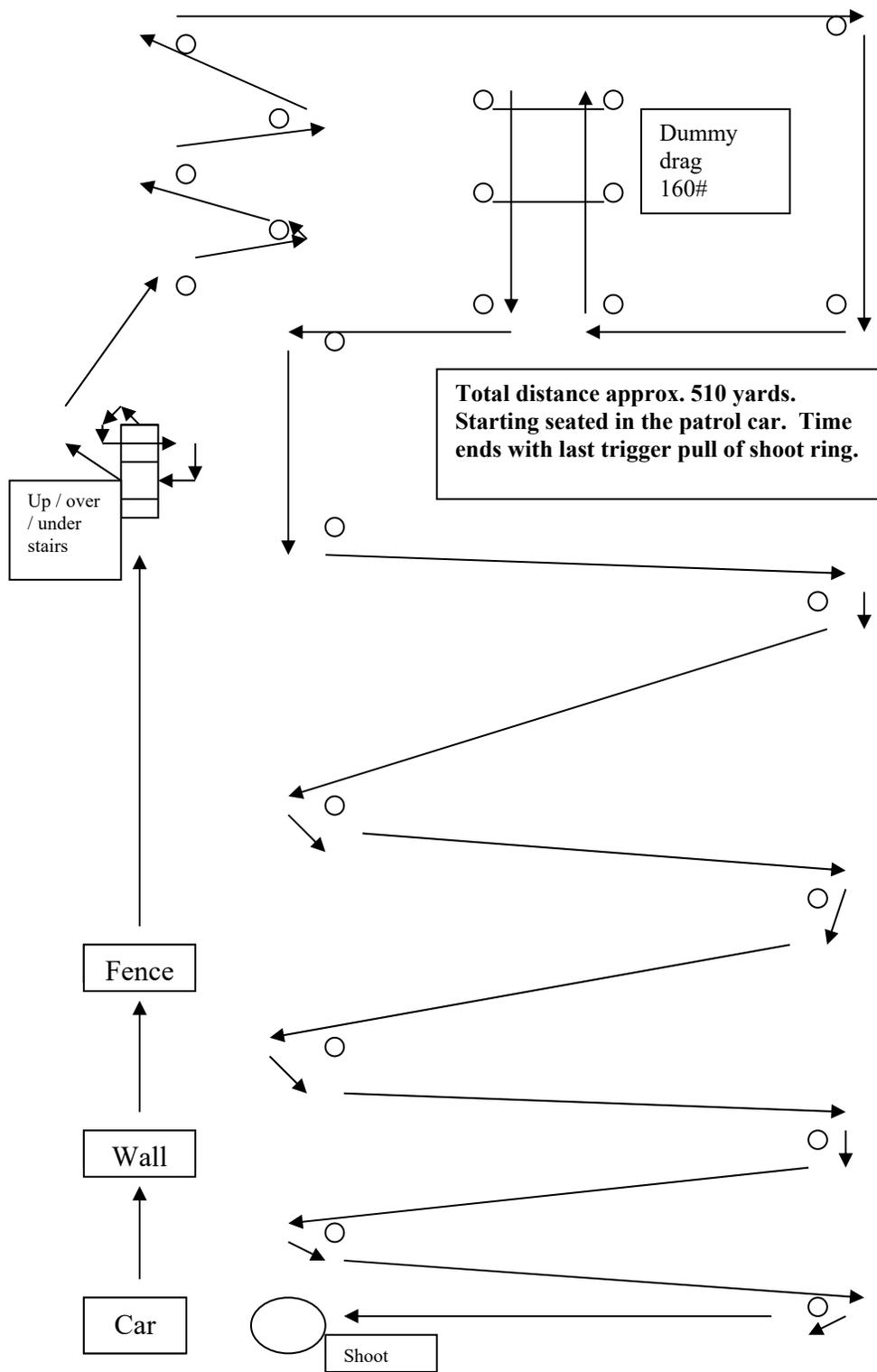
1. Essential Functions Test

The 'essential functions' test measures job related physical skills which are necessary for successful performance as a police officer in Greeley, Colorado. All applicants selected for hire as recruit officers with the Greeley Police Department must pass the 'essential functions' test by accomplishing the designated tasks within the established time limit. There is no age or gender consideration for this test. It is pass/fail. By passing this test, the officers are demonstrating their ability to perform the essential functions of the job.

○ Essential Functions Test Content:

The person taking the test must complete a course approximately 510 yards long and consisting of a series of 20 to 40 yard sprints/runs interspersed with the events described as follows:

Start seated in a patrol vehicle with the seatbelt fastened and the door shut. On the command "GO" undo the seatbelt, open the door and run straight to a 6' wall and go over the wall. Run straight to a 4' chain-link fence and go over it. Run straight, and then make a slight angle adjustment left to a six step stairway. Ascend the steps, go across the short platform, and then descend the stairway (not required to touch each step). Turn left and go back to the platform of the stair case, crawl under the staircase heading southbound, then cross northbound over the top of the middle portion of the platform. After crossing the top turn right and run a straight line to a cone, and then run a change of direction course in the shape of a "W." After the last cone in the "W" run south down the 0 yard line to the cone denoting the corner of the course and turn west to the next cone. Turn north and head to the start of the dummy drag section. Turn right at the barrel, grab the handle of the weighted drag sled (160 lb.), and drag the sled 25 ft until the sled crosses a painted line. While maintaining a hold of the rope, make a 180 degree turn, and drag the sled back 25 ft to the sled drag start line. Drop the rope, and run west to the first cone (the cone at the end of the dummy drag alley), turn right. Run to the next cone where you turn left. Run west to the next cone where you will begin a marked zig zag course. At the end of the zig zag course you will run straight to a table where a pistol will be sitting. Pick up and dry-fire 6 times with each hand, while holding the barrel inside a 10" ring. The barrel may not touch the ring. (Timing starts with the "GO" command and ends when the participant finishes dry firing the weapon.) A map of the course is incorporated into this policy.



○ Time Limits:

The passing time limit for the EFT is 3 minutes and 25 seconds.

1. Whenever a sworn person is unable to perform their regularly assigned job for six months, the employee's status will be governed as stated in the City of Greeley Employee Handbook (2008) concerning extended leave on page 41. When an employee returns after a six month period where they were unable to perform their regularly assigned job, the employee will be required to successfully complete the department's Essential Functions Test prior to returning to work. The six-month time frame will commence at the onset of the condition wherein the employee can no longer perform the job assignment.
2. The Support Services Division shall be responsible for the administration of physical fitness assessments.

350.04 Officer Fitness for Duty Reviews:

A. Procedure: A member of this department, no matter what rank or position, will be deemed to be physically/mentally fit for duty once hired in this department unless one of the following occurs:

1. It is obvious that an individual exhibits some form of physical/mental injury or illness that precludes him/her from performing his/her job on a day-to-day basis. At that time, the alternative duty guidelines adopted by the City shall become effective.
2. A supervisor recommends to the Chief via the chain of command that an employee undergoes scrutiny as to his/her duty fitness for some observable reason or due to employee conduct which causes a question as to fitness for duty. The request must be approved through the employee's chain of supervision, up to and including the chief of police.
3. Since there is a safety factor for the individual and the public inherent in a sworn member's ability to physically perform the job, a sworn employee's failure to pass the physical fitness test will require the employee to retest within 90 days. Failure to achieve a passing score on this retest will require that the process of duty fitness review be initiated.

B. Duty Fitness Review Process

1. If any of the above circumstances occur, the officer's Division Commander will conduct a thorough review. The Division Commander will collect all known information concerning the officer's condition. If information collected is not adequate for the Division Commander to make a recommendation concerning the officer's duty status, the Commander may request additional information. The Commander may require the officer to undergo a medical or psychological examination by a city-designated doctor to help determine the officer's duty status. After obtaining all necessary information, the Division Commander will make one of the following recommendations to the Chief of Police.
 - a. Employee is fit for duty.

- b. Employee is to be granted a leave of absence in accordance with City policy.
 - c. Place the employee in an alternative duty position in accordance with City guidelines.
 - d. Termination for medical reasons.
2. The Division Commander will submit his/her recommendation to the Chief of Police within 30 days from the beginning of the Duty Fitness Review process. If more time is needed, a written request for an extension will be made to the Chief. The written request for extension and the Chief's response will be provided to the employee.
 3. The Chief of Police will review the Division Commander's recommendation along with all documentation reference the condition. The Chief will make the final decision concerning an officer's fitness for duty.
 4. The Support Services shall be responsible for coordinating the employee's status with the Human Resources Department.

C. Rules

1. All employees of the department shall submit to a medical examination if required or whenever ordered to do so by the department.
2. Medical examinations required or ordered by the department shall be paid for at City expense.
3. All Greeley Police Department sworn personnel shall participate in the physical fitness testing process every three years.
4. Those members who are physically unable to participate in the physical fitness testing due to valid medical reasons shall be exempt after obtaining approval from the Chief of Police.
5. An employee's past performance is not a factor in determining fitness for return to duty and shall not be considered, except as to the extent to which the employee's condition impacts on performance.
6. This policy in no way affects privileges of the Family and Medical Leave Act, Fair Labor Standards Act, Americans with Disabilities Act, or other federal or state law which are applicable.

350.05 Voluntary Fitness Program

- A. Procedure. The Greeley Police Department believes all sworn personnel are better prepared to do their jobs if they are physically fit. Improved physical performance benefits the Police Department, the City, and the citizens we serve, as well as the employees themselves. Based on this belief, this policy provides a voluntary fitness program that incorporates fitness incentives.

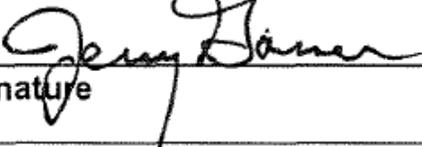
1. The fitness testing is voluntary. Participation assumes sworn personnel have adequately prepared themselves physically for the tests. Only sworn officers physically capable of full duty are eligible.
2. Participants will be tested on a bi-annual basis, every April and October.
3. The Support Services Division will facilitate the testing, the recording of results, and the computation of the results to determine award time. At the conclusion of each testing session, the Support Services Division will post results on the "J" drive for access by the budget analyst.
4. Award time will be structured in the form of Admin time, which sworn personnel can use as leave time with the approval of supervision. Admin time earned cannot be converted to cash, or rolled over from year to year. Maximum award time is 10 hours per test, or 20 hours annually.
5. All testing will take place in the fitness room of the Police Department. Testing will be considered on duty time, and will not be eligible for overtime. Participants will have to flex any non-duty time with the approval of their supervisor.
6. Once Admin time has been earned, and a sworn officer has been approved for time off, that officer will send email to the budget analyst requesting to use award time for that particular pay period.
7. Testing components incorporate strength and aerobic conditioning elements, primarily relying on the Cooper Institute norms for law enforcement adults. Results from testing equate to a point total, which is age and sex adjusted, and the point total determines award time.

a. 181 + points	=	10 hours
b. 161-180 points	=	8 hours
c. 141-160 points	=	6 hours
d. 121-140 points	=	4 hours
e. 90-120 points	=	2 hours
f. 90 or less	=	1 hour
8. Testing elements include a maximum bench press **or** maximum pushups in 1 minute, maximum sit ups in 1 minute, and a 1.5 mile treadmill run for time **or** a walking incline treadmill test using Balke VO2 max protocol.
9. Age and sex adjusted charts to determine results and point totals are available for review in the Support Services Division. The charts will also be posted in the fitness room.

General Order 350.00 HEALTH AND PHYSICAL FITNESS Reviewed: 04/16

Authorized by: Jerry Garner, Police Chief

Effective Date: April 4, 2016


Signature

Date: 4-4-16