

	FREDERICKSBURG POLICE DEPARTMENT DIRECTIVES	
	ADMINISTRATION	
164.00	APPROVED: <i>David W. Nye, Chief of Police</i>	Initiated: 09/13/2010
		Revised: 09/05/2014

PHYSICAL FITNESS PROGRAM

The field of law enforcement differs from many professions in one specific regard, and that is the requirement to physically act to perform a critical task. Unlike many other professions, the law enforcement officer must be physically capable of handling certain critical job tasks in order to safely and effectively perform his/her duty. In certain instances, an inability to perform a physical task could result in the officer being seriously injured or killed in the line of duty. Likewise, officers in poor physical condition could cause a similar fate to fellow officers or to a citizen that they are sworn to protect. For these reasons, law enforcement professionals must embrace the idea that officers should be capable of exhibiting, through testing, some minimum level of physical fitness for duty.

The Physical Fitness Program's testing procedure is comprised of two different components:

1. Voluntary Physical Fitness Program (offered in the Spring and Fall)
2. Mandatory Participation for sworn officers in the annual completion of an occupational simulation course called the LawFit Physical Ability Course

164.00 - Fitness Coordinators - Fitness Coordinators are appointed by the Chief of Police and are responsible for the following:

- Developing exercise programs for employees that desire to improve their level of fitness
- Developing exercise prescriptions for substandard performance when appropriate
- Recording the results of both the mandatory and voluntary fitness programs
- Providing individual reports for each participant
- Producing comprehensive reports for the Department's Command Staff

VOLUNTEER PHYSICAL FITNESS PROGRAM

164.01 - Voluntary Physical Fitness Program – This voluntary program is designed to determine the fitness level of *all* employees through several assessments conducted by trained personnel under the direction of the Fitness Coordinator. It is administered during the spring and fall and volunteer participants do this during time they are off duty. The program is also designed to encourage improvement in the level of physical fitness for all employees.

Fredericksburg Police employees should strive to maintain an above average level of physical fitness in order to perform the essential tasks of their duties.

164.02 - Physical Assessment – Police Employees will be assessed using the “LawFit” assessment developed from the collaborative efforts of the U.S. Department of Justice, the Virginia Department of Criminal Justice Services, and the National Center for Public Safety Fitness at George Mason University. The schedule for these assessments will be coordinated by the employee and Fitness Coordinator and will occur when the employee is not on duty.

A medical screening shall be conducted every two years by trained medical personnel chosen by the Fitness Coordinator. This screening will consist of:

- Completed and signed waiver form detailing the possible risks involved and signed by the employee.
- Blood pressure and resting heart rate levels of each employee checked using medically approved ratios that detail readings from normal to severe hypertension.
- If levels indicate *moderate hypertension* the employee will need a doctor’s approval to participate. If levels indicate *severe hypertension* the employee will need to be seen by a physician before participating in this program. *
- Weight and Height measurements
- Body fat measurement using skin fold calipers

**Employees will be instructed to avoid consumption/use of coffee, tea, and tobacco products prior to their blood pressure test to avoid an inaccurate elevated blood pressure reading.*

164.03 - Exercises Measured - Employees will be scored/measured on the following exercises that will be completed in one day:

- Sit-ups completed in one minute
- Sit and reach
- Bench Press - One repetition maximum weight
- Pull-ups or Lat pull-downs in one minute
- 1.5 mile run

- Civilian employees may voluntarily complete the LawFit agility course while participating in the Voluntary Fitness Program. However, since participation is voluntary, injuries will not likely be covered as a work related injury.

164.04 - Incentives/Awards - The Chief of Police has approved compensatory leave to be awarded to employees who successfully score in these three categories:

- Bronze – 200 thru 224 points earned - **Awarded six hours** of compensatory leave
- Silver - 225 thru 249 points earned - **Awarded eight hours** of compensatory leave
- Gold - 250 points and higher/ - **Awarded twelve hours** of compensatory leave
- All employees who participate in LawFit will receive 4 hours compensatory leave in addition to any leave they may be awarded for their point total.

Note: The Chief of Police reserves the right to award incentives for employees who don't reach one of the three categories but do make significant improvements/progress.

164.05- Forms- Before participation in the Voluntary Program, employees shall complete the following forms that will be kept on file and maintained by the Fitness Coordinator.

- Fitness Room Memorandum. (Completed by all new employees)
- Physical Activity Readiness Questionnaire.* (Completed during medical screening)

**The Physical Activity Readiness Questionnaire contains confidential medical information. These completed forms shall be kept in the employees locked medical files.*

164.06 - Exercise Room – The Fredericksburg Police Department's Fitness Room will be used by the employees participating in this program during their assessments. Employees will adhere to all rules and regulations stipulated on the memorandum of understanding that will be signed by each participant.

MANDATORY PHYSICAL FITNESS PROGRAM

164.07 – Mandatory Physical Fitness Program (LawFit Physical Ability Course) The below section is taken from the LawFit website.

In 1994 the Virginia Department of Criminal Justice Services (DCJS) began plans for conducting a comprehensive job task analysis (JTA) for the function of entry level law enforcement officers. In 1995 a job task analysis was conducted. This particular JTA documented specific physical tasks that were identified by law enforcement officers as part of their jobs. A Physical Issues Committee of subject matter experts was established to review and develop minimum training standards for the physical tasks involved in law enforcement work. Based on a request from regional training academies to develop a simplified method for testing the physical tasks, the committee developed a 154 yard work performance test/agility course in 1998 that would measure an officer's ability to perform the selected tasks.

To validate the work performance test and establish a course completion standard, 10 of Virginia's 22 law enforcement academies volunteered to participate in the data collection process. Recruits completed the work performance test during the first two weeks of each academy session (pretest phase) and then again at the end of the academy session (post test phase). Depending on the academy, recruit training sessions lasted between 18 and 26 weeks. Sixteen Fitness Leadership Workshops were conducted around the State to train personnel from local departments who were interested in testing incumbent officers. Incumbent officers completed the work performance test and the fitness battery during their normal in-service training periods. Between January 1, 1999 and November 30, 2001, there were 3006 participants tested (2,515 males and 491 females). Of these, 1,557 were academy recruits and 1,449 were incumbent officers.

From the analysis of the collected data the Physical Issues Committee established a minimum work performance test completion time of 1:22 as an exit standard for recruits completing academy training. The selection of the 1:22 standard was based on the following:

1. Exercise science literature indicates that both strength and aerobic capacity are approximately 30% higher in males than females. Not surprisingly, the Virginia law enforcement data indicated that male completion times (mean = 1:02, median = 1:02) were 30% faster than female completion times (mean = 1:23, median = 1:18).
2. The 1:22 time represents the 30th percentile for all females. (This means that 70% of all female recruits and incumbents were able to successfully complete the work performance test in the allotted time).
3. This same 1:22 time represents the third percentile for males. (This means that 97% of all male recruits and incumbents were able to successfully complete the work performance test in the allotted time).
4. With the selection of a 1:22 course completion time, the physiological differential between men and women was, in effect, neutralized; thus eliminating the potential for disparate impact.
5. In an examination of recruit pretest work performance scores it was found that completion times for both males and females were consistently six to eight seconds slower than their post test scores. Based on this finding, it is suggested that departments could utilize a 1:30 course completion time as a means for screening potential new hires.

Note: The Fredericksburg Police Department has adopted a time of 1:36 for screening potential new hires.

The LawFit Physical Ability Course is offered annually for all officers.

Each time the LawFit Physical Ability Course is administered, the participant is allowed 3 opportunities to perform the test on that particular test date. If the participant successfully completes the course on the first run, the officer will not be required to complete the test

again until the following year. Participants will not be allowed to repeat the course again on the same day if they are successful on the first try.

If the participant fails the course on the first attempt, the participant has the option of making two additional attempts on the same day. The participant must wait at least 15 minutes before trying the course again. Participants who fail the course may opt to repeat the attempt on another test day scheduled by the Fitness Coordinator.

164.08 – Officers hired on or after 5/24/14 - The Fredericksburg Police Department uses a time of 1:36 for screening potential new officers. **Officers hired on or after 5/24/14 sign an employment agreement and must complete the Fredericksburg Police Department’s LawFit Physical Ability Course in 1:36 or faster each calendar year as a condition of their continued employment.**

164.09 - Officers hired prior to 5/24/14 – These officers must participate and attempt to successfully complete the LawFit Physical Ability course each calendar year. This will be administered in the spring of each year and employees will be afforded additional opportunities to successfully complete the course throughout the year as needed. **Effective May 1, 2015, these officers must also successfully complete the course in 1:36 or faster as part of a selection process for promotion or selection processes for the positions listed below.**

After May 1, 2015 officers must successfully complete the course in 1:36 or faster on a **continuing annual basis** as a condition of promotions, CDP appointments and assignments to one of the below specialties.

Specialty positions that require successful annual completion of the LawFit Physical Ability course include:

- Detective
- K-9 officer
- School Resource officer
- SETT officer
- CNT officer
- Traffic officer
- Bicycle Certified officer
- FTO
- Honor Guard officer
- Community Policing officer

164.10 - Inability to participate

If an officer is unable to take the agility test due to an injury or other medical condition, the officer must provide appropriate medical documentation to the Chief of Police via the Chain of Command. Inability to participate during the initial test date does not equate to a failure. The officer will be placed on an alternative duty assignment (light duty). The officer

will then be rescheduled to perform the ability test on the next available testing date upon return to full duty.

The Police Department will make reasonable accommodations for officers unable to complete the ability test due to temporary medical conditions, but there are no permanent light duty positions.

164.11 - Inability to successfully complete ability test in 1:36 for officers hired on or after 5/24/14.

The successful completion of the ability test in the requisite time on an annual basis is a condition agreed upon by all sworn law enforcement officers hired after 5/24/14. Officers who fail to meet this standard will be provided up to an additional 90 days to successfully complete the test. If these officers are unable to successfully complete the test within 90 days of their failure, they are subject to having their employment terminated.

164.12 - Inability to successfully complete ability test in 1:36 for officers hired prior to 5/24/14.

As noted in section 164.09, failure to successfully complete the LawFit Physical Ability course within the requisite time may adversely affect an officer competing for promotion, a new CDP appointment, or a new appointment for one of the following positions:

- Detective
- K-9 officer
- School Resource officer
- SETT officer
- CNT officer
- Traffic officer
- Bicycle Certified officer
- FTO
- Honor Guard officer
- Community Policing officer

Officers unable to successfully complete the ability test **may** be placed on an eligibility list for promotion, the Career Development Program, or one of the above positions, but will not be promoted or appointed until the ability test requirement is met.

164.13 Injuries

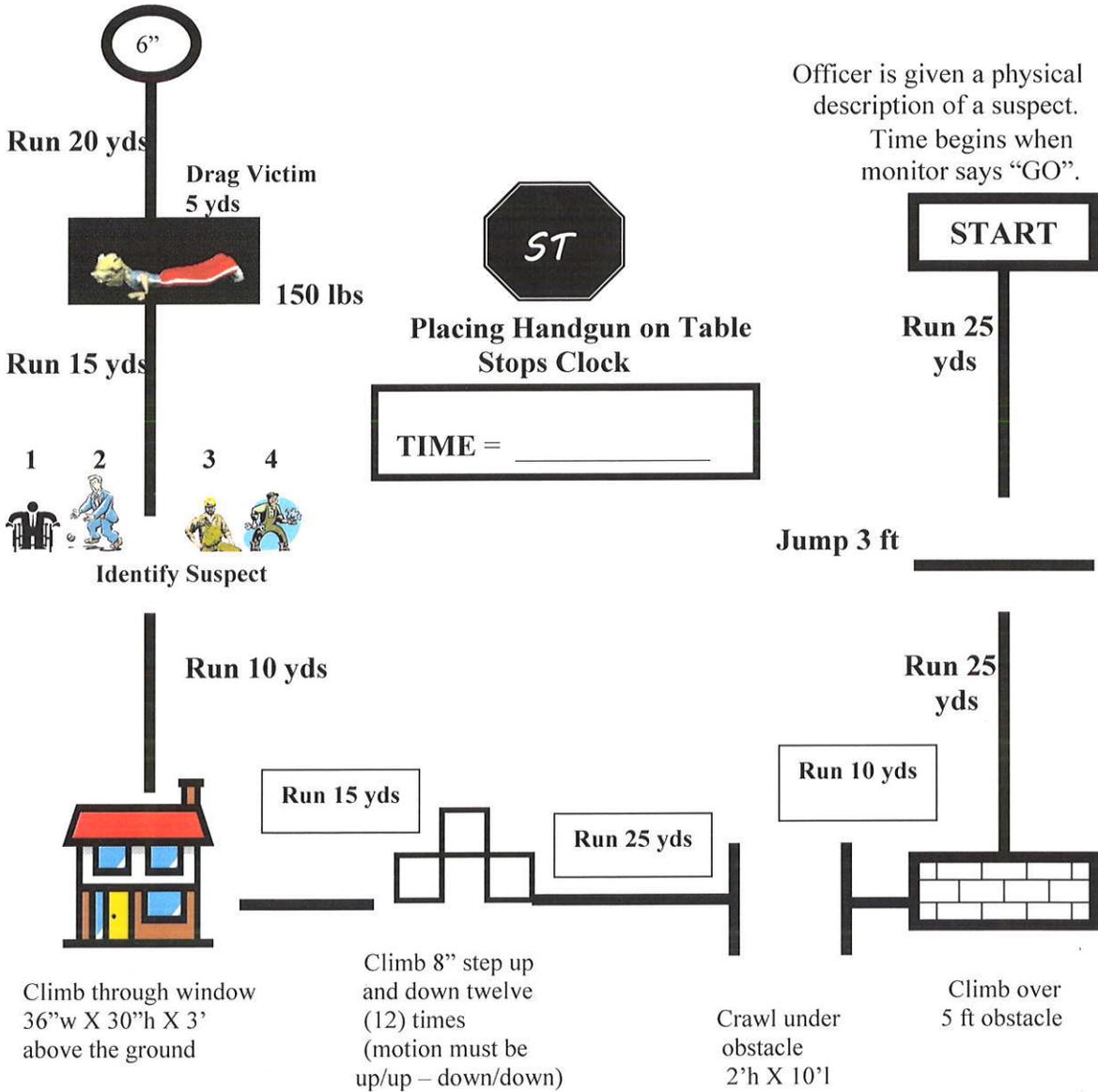
1. Injuries occurring during the mandatory testing of the LawFit Physical Ability Course shall be reported and handled as an on duty work injury.
2. Practice sessions on the LawFit Physical Ability Course will be allowed and must be supervised by a fitness coordinator or sworn supervisor. Injuries during practice sessions shall also be reported and handled as an on duty work injury.

3. Officers who incur an injury while training for their participation in the LawFit Physical Ability Course **may** be able to file a successful disability/workers compensation claim if they can demonstrate that the injury occurred while doing specific training to successfully complete the course. (If you injure yourself while attempting to bench press a large amount of weight there is very little likelihood your injury will be covered because it would be very difficult to show the correlation to the successful completion of the LawFit Physical Ability course.)

No assurances can be made when discussing disability claims because each and every claim is decided individually on a case-by-case basis.

PHYSICAL ABILITY COURSE WORKSHEET

Place barrel of weapon through 6" opening
 Pull trigger once – dominant hand
 Pull trigger once – non-dominant hand



Name: _____
 (Last) (First) (M.I.)

Date of Birth: ___ / ___ / ___ **Age:** ___ **Gender:** M F

Date: _____

Time: (1) _____ (2) _____ (3) _____