

## **PHYSICAL FITNESS**

1. **PURPOSE:** To establish the Department's commitment to physical fitness.
2. **POLICY:** Each sworn member of the Department will maintain a level of general health and physical fitness adequate to effectively perform the fundamental job tasks of a law enforcement officer.
3. **SCOPE:** This written directive is applicable to all sworn personnel.
4. **RESPONSIBILITY:** All sworn personnel are responsible for complying with this directive.
5. **PROCEDURES:**
  - A. **PHYSICAL ABILITIES TEST:** The Department will maintain approved Physical Abilities Tests, designed to measure performance on job related tasks for both full-time and part-time sworn officers. All established events will be based on activities required to perform the essential job functions. The Physical Abilities Test will be administered biennially (i.e., every two years) to all sworn personnel during Continuing Education Training.
  - B. **FITNESS STANDARD:** The approved Physical Abilities Test and all physical fitness standards will be directly related to the essential tasks performed by sworn employees of the Department.
  - C. **FITNESS PROGRAM:** The Department provides fitness facilities to assist employees in their efforts to become more physically fit. These facilities have numerous items available including:
    1. Universal weight machine, Olympic free weights, and dumbbells;
    2. Cardiovascular Equipment.
  - D. **CITY OF HUNTSVILLE COMPREHENSIVE WELLNESS PROGRAM:** The City of Huntsville provides a comprehensive wellness program for all employees.
    1. Participation in this program is voluntary.
    2. Training for the City Clinic's Manager and nursing staff is acquired through wellness conferences and seminars.
    3. Individual health screening and fitness assessments are conducted by trained Wellness Program personnel.
    4. Educational counseling and goal setting are two components of the Wellness Program.
    5. The Wellness Program provides ongoing support and evaluations.

E. **PHYSICAL EXAMINATIONS:** Periodic physical examinations are beneficial to both the employee and the Department.

1. **PRE-EMPLOYMENT (SWORN):** Pre-employment medical examinations are required for all full-time sworn employees prior to their first day on the job. The Director of Training or his/her designee will schedule pre-employment medical examinations with the city-designated physician. The Department will pay the cost.
2. **CURRENT EMPLOYEES:** The Huntsville Police Department encourages (but does not require) all employees to obtain regular physical examinations on their own initiative. Ideally, personnel should schedule a complete medical stress test every three (3) years.
3. **MANDATORY EXAMINATIONS:** Physical examinations may be required of any employee, at the discretion of the Chief of Police, if the employee's work or attendance record or other signs indicate that the employee may have health problems and cannot or will not perform his/her assigned job tasks. The Department will pay for the medical examination. Mandatory medical examinations will not be used to identify disabilities in employees who are otherwise able to perform their assigned duties, with or without reasonable accommodation.

F. **ADMINISTRATION**

1. **REQUIRED PARTICIPATION:** All sworn employees, regardless of rank and title, must participate in the Physical Abilities Test when administered. Any employee who fails to participate in the program without having been properly excused may be subject to disciplinary action.
2. **INCENTIVE PHYSICAL FITNESS TEST:** All full-time sworn employees who are in good standing with the Department and are no longer on probation, are afforded the opportunity to take the APOSTC Physical Agility/Ability test for a 5% pay incentive. These tests will be given in the Spring and Fall of each year. Refer to the COH Handbook for the complete list of eligibility requirements. All full-time sworn personnel who pass the incentive PT test will be exempt from the biennial PT test listed in (Section F, subsection 1) as long as the incentive PT test score is current at the time that the biennial test is given.
3. **PRE-EXISTING MEDICAL CONDITIONS:** There will be personnel who at times will be unable to participate in the Physical Abilities Test due to a pre-existing medical condition. Personnel may experience medical problems which require surgery, medication, rehabilitation, etc., and which preclude them from taking the Physical Abilities Test for a short period of time while under a Doctor's care or on a permanent basis. These personnel must provide the Chief of Police via the chain of command, a written excuse from their attending physician explaining the conditions that prevents them from taking the Physical Abilities test. Such medical conditions will be reviewed on a case by case basis by the Chief of Police or his designee to determine whether an employee will be excused from taking the Physical Abilities Test until such time he/she is able to take the test. The Office of the Chief of Police will then forward the excuse to the Director of Training. Any employee who develops a permanent injury due to

medical illness or an on-the-job injury will be subject to a medical examination to determine their fitness for duty as a sworn member of this department. Fitness for duty examinations can only be authorized by the Chief of Police and scheduled by the Human Resources Department.

4. **REMEDIAL TRAINING:** The time to complete Physical Abilities Test will be 1 minute and 10 seconds or less. If an employee fails to complete the Physical Abilities Test in the prescribed time period, then the Director of Training will be notified. The employee must then attend a mandatory meeting with the Director of Training or his designee. During this meeting, the employee will receive assistance from an Academy Staff Training Advisor (who is also a Certified Fitness Trainer) to assist the employee in developing a fitness program designed to enable the employee to pass the Physical Abilities Test.
5. **ADMINISTRATIVE ACTIONS:** Any employee who fails the Physical Abilities Test (PAT) will not be eligible to be promoted or transferred to a specialized unit until the employee passes the PAT. The employee may be immediately assigned to administrative duties pending evaluation and re-testing. Six calendar months after the employee fails to pass the PAT, any employee who does not successfully pass the PAT may be subject to dismissal, demotion or reassignment to other duties or positions to be determined by the Chief of Police.
6. **PHYSICAL FITNESS AWARD:** Employees who satisfactorily complete the PAT above the minimum requirements or successfully pass the Incentive Pay Physical Agility/Ability Test may be eligible to receive the "Physical Fitness Award" bar. The criteria for the award may be examined in the current "Awards and Commendations" written directive.