

	PARADISE VALLEY POLICE GENERAL ORDER Probationary Period	Order Number
		32.4 Date 10-18-19

32.4 *Probationary Period*

The probationary period for *sworn personnel* who *must* initially attend a waiver examination to become certified by AZ POST is twelve months from the date of certification. The probationary period for *sworn personnel* who are already AZ POST certified upon *hiring*, and for all professional staff personnel, is twelve months from the date of hire. The probation period for all employees, sworn or civilian, who are promoted is six months for employees who have completed their initial one-year probation. Employees on probation should be closely observed and evaluated at least quarterly in writing. Unsatisfactory performance should be identified and corrected early through counseling, training or other suitable personnel actions.

32.4.1 *Extending Probation Periods*

Any *employee* who is on authorized leave (other than military leave) for more than three consecutive weeks during the *probationary period* shall have the *probationary period* extended. Any *employee* who is at work but is on modified or light duty shall have the *probationary period* extended.

Probation *may* not be extended for failed performance. A probationary *employee* whose performance does not meet the required standard shall be denied permanent status as an *employee* and terminated for failure to meet probationary standards.