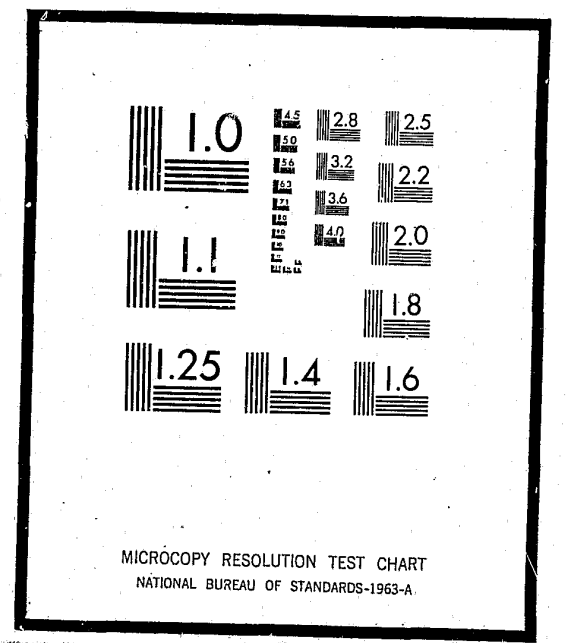


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NATIONAL CRIMINAL JUSTICE REFERENCE SERVICE
WASHINGTON, D.C. 20531

Date filmed

8/5/75

★ ★ height
★ ★ weight
and
★ ★ physical fitness

★ STANDARDS
for police officer
candidates



Prescribed by the

Municipal Police Training Council

MUNICIPAL POLICE
TRAINING COUNCIL

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DIRECTOR

February 11, 1975

U. S. Department of Justice
Law Enforcement Assistance
Administration
National Criminal Justice
Reference Service
Washington, D. C. 20530

Gentlemen:

Reference is made to your letter dated January 9, 1975 directed to all State Planning Agencies and Regional Planning Units.

In accordance with your request, I am pleased to enclose herewith for inclusion in the Evaluation Clearinghouse five copies of a document entitled "Height, Weight and Physical Fitness Standards for Police Office Candidates" published by the New York State Municipal Police Training Council on November 12, 1974.

Sincerely,

Charles C. McCloskey, Jr.
Director
Bureau for Municipal Police

CCM:bf
Enclosures

(✓)

TITLE PAGE

New York -

HEIGHT, WEIGHT AND PHYSICAL FITNESS STANDARDS

FOR POLICE OFFICER CANDIDATES

Revised - 1974

The following Height, Weight and Physical Fitness Standards are hereby prescribed by the Municipal Police Training Council as required by Section 58 of the Civil Service Law (Chapter 326 of the Laws of 1965 and Chapter 66, Laws of 1973). These standards shall apply to all medical and physical fitness tests held on and after the effective date hereof.

Adopted and prescribed by vote of the members of the Municipal Police Training Council on January 4, 1966; amended on June 13, 1968, November 6, 1969, August 19, 1971, April 11, 1974, and November 12, 1974.

Published and distributed by the Municipal Police Training Council

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Executive Park Tower
Stuyvesant Plaza
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Revisions made 11/74 set out in italics.

INTRODUCTION

Since 1965 the Municipal Police Training Council has had the statutory responsibility to establish height, weight and physical fitness standards for the appointment of male police officers. Chapter 66 of the Laws of 1973 broadened that responsibility to include both male and female officers. To meet this new responsibility fairly, the Council and its staff have examined the available literature, statutes and regulations in this and other jurisdictions, as well as all the relevant judicial opinions. The Council has conducted public hearings on the issue throughout the State and has consulted widely with knowledgeable and interested persons on the subject.

In approaching its new responsibility, the Council has been especially mindful of its multiple responsibility to be fair. The Council recognizes fully that whatever standards it devises must be fair to applicants of both sexes who seek positions in the police service. The standards must also deal fairly with persons who are already engaged in police work. At the same time, the Council remains deeply conscious of its duty to consider the safety and welfare of all citizens as it goes about the task of setting standards. The new standards published herewith are the results of a careful process of balancing these multiple responsibilities.

The function of policing is a highly complex and demanding set of responsibilities and duties. The enforcement of the general criminal laws of the State may involve an officer at any given time in simple acts of observation, the moderately demanding task of untangling a traffic jam, the physically taxing effort of outrunning and overtaking a teenaged purse snatcher, the psychologically exacting job of settling an explosive family dispute, or the physically demanding work of disarming and subduing a drunken or deranged person. Occasionally the job may even involve the traumatizing experience of using deadly physical force against another human being.

In establishing physical standards for candidates who will be expected to perform this mixture of functions the Council is mindful of the fact that a detailed analysis of every job element followed by a thorough exploration of all the physical characteristics that either facilitate or impede performance would be the ideal method of proceeding. At the same time, the Council recognizes that the mandate of the Legislature allows insufficient time for such extensive exploration. Moreover, each day the Council remains silent on the issue of

standards as it devotes its full attention to new standards, the degree of administrative chaos grows. Personnel departments are unsure of the appropriate standard to be used where female police candidates are concerned. As a result, a variety of practices are developing which the Council must move promptly to halt.

Given the exigency of the circumstances in which the Council finds itself, the Council concludes that it must act with dispatch. The authority of the Council, as set forth in Section 840 of the Executive Law, includes the power to amend, from time to time, its rules and regulations prescribing height, weight and physical fitness.

Accordingly, the Council intends to continue its exploration of the appropriateness of various standards even as it publishes a set of standards for interim use. No standard can be fully acceptable unless it has been validated, and validation ideally occurs as a process which examines the item in use over a reasonable period of time.

Some persons, after reading the current case law, have urged the abandonment of standards until such time as validation establishes that any given standard is absolutely required for successful performance of the police function. The Council considered this course but rejected it. While the Council is keenly aware of the absence of validation studies which establish beyond doubt the job relatedness of certain existing physical standards, the Council is also extremely sensitive to the public safety needs of the community at large. Abandonment of all physical standards at this time while efforts to establish validation are launched would, in the eyes of the Council, constitute an unwarranted risk to the safety of the general public. The approach adopted by the Council has been to revise standards in a manner that will allow most persons an opportunity to compete for police appointment. At the same time, recognition is given to the fact that existing standards have been associated with a certain level of domestic tranquility. These standards should not be suddenly and totally abandoned without careful examination. For example, should it be established by scientific proof that physical size of an officer has the effect of deterring incipient violence on the part of a citizen, it would be regrettable if that standard were abandoned prematurely, particularly if that premature abandonment resulted in the unnecessary loss of life. As a consequence, the Council has resolved to move with caution as it seeks to meet the mandate imposed upon it by Chapter 66 of the Laws of 1973.

To date, the Council has found no reliably validated evidence that sex is a bona fide occupational qualification for the position of police officer. As an abstract proposition, a female should be as capable as a male in the performance of the function of policing. Clearly, there are differences between the two sexes. To date, however, there has been no showing that sex in and of itself is the critical factor which determines ability to be an effective police officer. There may be factors determining effectiveness which have a high degree of correlation with the sex of the officer but so far no evidence has been marshalled to show that sex, by itself, is an indispensable factor in determining police officer performance. The Council, therefore, concludes that there should be a single title--police officer--for which it will set standards.

The Council recognizes that just as there are differences between males relating to height, bone structure, muscle development, weight and other factors, there are differences between the sexes on these and other factors of comparison. The Council also notes that women are distributed differently on the scales of height and weight than are men. For this reason the Council has resolved to adopt two sets of charts correlating height and weight - one for males and another for females.

On the question of height, the Council continues to believe that there is a degree of advantage to the public in having its officers at least as tall as most of the general population. However, the Council recognizes that in the absence of overwhelming scientific proof of its job relatedness, such a height standard cannot be used to exclude all those applicants who fall below it. The Council has established a scale which awards some score to every person but awards the highest scores to those who exceed the national median height for his or her sex. The preference of the Council would have been to establish a national median height for the combined male and female population and use that as the cut-off point for the award of maximum scores. However, that height would have exceeded the height of most of the female population. In light of the current state of the case law in this area, the Council considered the adoption of two heights the more prudent course. Periodic examinations of the height of offenders in New York State reveal that they tend to be grouped around the national mean height. Since the officer has little choice in the selection of his adversary every effort should be made beforehand to see that the officer has every possible advantage in the encounter--including height.

Weight should be proportionate to the height of the candidate. The tables included within these standards afford applicants the possibility of accommodating a variety of builds, bone structures and muscle development.

Physical fitness, in the view of the Council, is comprised of endurance, strength, speed and agility. This element, physical fitness, is particularly important in the every-day performance of police duties. The police officer, during the course of his duties, may at any time be called upon to rescue tenants from a burning building. Sometimes this may involve lifting elderly or handicapped tenants from the structure. Frequently, the ability of an officer to race up several flights of stairs may make the difference between success and failure in the rescue effort. Similarly, the ability to outrun a youthful purse snatcher may obviate resort to the use of a firearm to halt the escape. Most importantly, the officer who can bring about compliance with his lawful order by means of physical strength can avoid resort to the ultimate persuasion of a firearm. In the view of the Council, every possible step must be taken to facilitate compliance to law without resort to the use of deadly physical force.

For these reasons, considerable emphasis is placed upon the physical fitness tests. The same tests are administered to all candidates, both male and female. The candidate must achieve a combined score on the tests of physical fitness which will place her or him at level *four*. This level of achievement places the candidate in the *31st* percentile of the population to which the tests have been administered--*twelfth grade students*.

The total standards established entail the use of competitive scores. Height and weight, as well as physical fitness, are assigned numerical values. Candidates must achieve a minimum composite of 150 points in order to qualify. Under this scheme no applicant is automatically excluded from competition. Everyone who meets the statutory age, citizenship and educational requirements may compete even if he or she happens to fall outside the preferred ranges of height. Indeed, a person who is shorter than usual may successfully compensate for low scores in that area by high scoring on the physical fitness tests.

It is urged that all candidates be given a *screening-type* physical

examination by a competent physician before administration of the physical fitness tests. In this way persons whose health would be unduly taxed by the exertion will be eliminated.

The Council recognizes that the plan for administering the standard setting outlined herein may impose some additional financial burdens upon units of local government which can no longer automatically exclude applicants who fall outside acceptable ranges of height. However, the current state of the law in this area makes that burden unavoidable. Furthermore, a unit of government may find that the rigid enforcement of the former standards deprived it of the services of excellent potential officers.

Finally, the Council is pursuing hard data on many fronts. It recognizes fully that the job of policing must be completely analyzed, that each job element must be identified and examined, that the physical characteristics which make for successful performance must be analyzed, that the job relatedness of each of these must be validated over time. The Council also notes that the day-to-day work of protecting public safety must go forward while these analyses are undertaken. Abandonment of all standards or refusal to take any action at all until the completion of exhaustive industrial psychological studies are complete would have been easy but, in the eyes of the Council, would have been less than responsible.

As a result, it is with full realization of the need for continuing study that the Municipal Police Training Council publishes these regulations governing the height, weight and physical fitness of applicants for appointment as police officers.

CONTINUING PHYSICAL FITNESS

While it is recognized to be of utmost importance that a police recruit measure up to specified standards of physical fitness at the time of appointment, it is equally as important that an acceptable level of physical fitness be maintained for the officer as long as he or she is retained in active assignment performing ordinary police duties.

It is therefore urged upon police agencies and local Civil Service Commissions that for the good of the public and for the benefit of police officers themselves, a regular system of physical checkups be inaugurated and required. Officers who fail to meet acceptable physical standards should be so notified and be given an opportunity to correct any deficiencies. Departmental rules can be adopted to handle those situations that persist without being corrected, subject to the usual procedures or disciplinary action under Civil Service Law. Overweight is possibly the most frequent situation of this type.

PART I

REQUIRED MEDICAL STANDARDS AND PROCEDURES

(see accompanying illustrative check of conditions to be considered as disqualifying - Part IV)

This examination is not rated on a percent score but merely on a pass or reject basis.

The findings of qualified medical examiners duly appointed by local Civil Service Commissions shall be deemed to be valid for the purposes outlined in these standards. Examination reports from personal or family physicians of candidates are not to be presented by or on behalf of candidates certifying as to compliance with the standards contained herein.

ALLOWANCE FOR EXCEPTIONAL CONDITIONS

It is recognized that no set of standards can possibly be devised wherein all exceptional situations may be identified and satisfactorily resolved. It is therefore deemed advisable to permit a reasonable degree of latitude to the professional examiner in his identification and interpretation of exceptional conditions which, in his opinion, would not adversely affect the performance of ordinary police duties by the candidate. Examples of such exceptional conditions, with guidelines for same, are outlined in separate sections of the standards.

The general procedure to be followed by the examiner when a condition not within the stated limits is noted, is for the examiner to attach a signed statement to the report of examination, in which he (1) identifies the particular condition, and (2) gives his medical opinion as to why this condition is deemed to be in such degree or to such extent as would not adversely affect the performance of "ordinary police duties" by the candidate during the normal period of his police career.

Within the range of "ordinary police duties" the candidate should be capable of performing arduous physical exercise, such as running at a rapid pace for up to three or four minutes; doing heavy lifting such as carrying or helping carry an injured person or body for some distance; restraining a violent person, or similar strenuous feats, without obvious danger of over-exertion. An obvious lack of physical conditioning, obesity, or other types of physical disabilities would reasonably be considered to be barriers to the performance of "ordinary police duties" and any such defects should be considered by the examiner as grounds for disqualification. A police officer who cannot meet the physical demands of ordinary police duty is a liability to self and to fellow officers in certain emergency situations, and such officer should be disqualified. It must be realized that "ordinary police duties" include those emergencies in which a police officer must take immediate positive action requiring a high degree of physical and mental response.

1. HEIGHT AND WEIGHT

The Municipal Police Training Council recommends a height of 5'7" with commensurate weight according to frame. Failure to meet this height standard does not however disqualify a candidate if he is able to achieve a composite grade predicated upon weighted factors assigned to the components of height and weight and physical fitness. Weighted scores assigned to these components are set out hereinafter.

Although, of necessity, the following table commences at some specified height, in fact no minimum height requirement has been prescribed.

It should be noted that all police officer candidates must satisfactorily pass the physical fitness screening test described in Part III herein which is bottomed at the 31st percentile. Their successful completion of the agility, strength, speed and endurance tests, which comprise the physical fitness examination, together with their height/weight score will determine their overall pass or failure status as candidates for police officer appointment.

- *Weight Variations*

The Municipal Police Training Council recognizes a) that the tables below are those recommended by the Metropolitan Life Insurance Company (and the American Heart Association); and b) that healthy exceptions to the maximum weight in the tables may occur in candidates of unusual muscular (and/or skeletal) development.

In furtherance of this acknowledged fact, the Council will permit Local Commissions to allow up to twenty (20) pounds in excess of the maximum weight shown in the tables in those cases where the examining physician certifies that the additional weight is lean body mass and not fat.

Decision as to frame size of a candidate is to be made by the examining physician.

Local Commissions may also adopt the procedure whereby exceptions to the weight schedule may be noted at the time of examination, with a written notice to the candidate that if he corrects the deficiency within a stated period of time up to the date of appointment, he may be further considered for such appointment. In such instances the candidate is passed over in the normal certification procedure until the condition has been corrected and certified as having been corrected.

| WEIGHT IN POUNDS ACCORDING TO FRAME | | | | | |
|-------------------------------------|----|---------------------|----------------------|---------------------|------------------------|
| A HEIGHT Feet Inches | | B SMALL FRAME | C MEDIUM FRAME | D LARGE FRAME | E WEIGHTED SCORE |
| MALES | | | | | |
| 5 | 2 | 112-120 | 118-129 | 126-141 | 15 |
| 5 | 3 | 115-123 | 121-133 | 129-144 | 15 |
| 5 | 4 | 118-126 | 124-136 | 132-148 | 20 |
| 5 | 5 | 121-129 | 127-139 | 135-152 | 30 |
| 5 | 6 | 124-133 | 130-143 | 138-156 | 40 |
| 5 | 7 | 128-137 | 134-147 | 142-161 | 60 |
| 5 | 8 | 132-141 | 138-152 | 147-166 | 80 |
| 5 | 9 | 136-145 | 142-156 | 151-170 | 100 |
| 5 | 10 | 140-150 | 146-160 | 155-174 | 100 |
| 5 | 11 | 144-154 | 150-165 | 159-179 | 100 |
| 6 | 0 | 148-158 | 154-170 | 164-184 | 100 |
| 6 | 1 | 152-162 | 158-175 | 168-189 | 100 |
| 6 | 2 | 156-167 | 162-180 | 173-194 | 100 |
| 6 | 3 | 160-171 | 167-185 | 178-199 | 100 |
| 6 | 4 | 164-175 | 172-190 | 182-204 | 100 |

| WEIGHT IN POUNDS ACCORDING TO FRAME | | | | | |
|-------------------------------------|----|---------|---------|---------|-----|
| FEMALES | | | | | |
| 4 | 10 | 92-98 | 96-107 | 104-119 | 15 |
| 4 | 11 | 94-101 | 98-110 | 106-122 | 20 |
| 5 | 0 | 96-104 | 101-113 | 109-125 | 30 |
| 5 | 1 | 99-107 | 104-116 | 112-128 | 40 |
| 5 | 2 | 102-110 | 107-119 | 115-131 | 60 |
| 5 | 3 | 105-113 | 110-122 | 118-134 | 80 |
| 5 | 4 | 108-116 | 113-126 | 121-138 | 100 |
| 5 | 5 | 111-119 | 116-130 | 125-142 | 100 |
| 5 | 6 | 114-123 | 120-135 | 129-146 | 100 |
| 5 | 7 | 118-127 | 124-139 | 133-150 | 100 |
| 5 | 8 | 122-131 | 128-143 | 137-154 | 100 |
| 5 | 9 | 126-135 | 132-147 | 141-158 | 100 |
| 5 | 10 | 130-140 | 136-151 | 145-163 | 100 |
| 5 | 11 | 134-144 | 140-155 | 149-168 | 100 |
| 6 | 0 | 138-148 | 144-159 | 153-173 | 100 |

| WEIGHTS FOR PHYSICAL FITNESS SCORES * | |
|---------------------------------------|---------------------|
| F TOTAL PHYSICAL FITNESS | G WEIGHTED SCORE |
| 32+ | 10 |
| 30 | 9 |
| 27 | 8 |
| 25 | 7 |
| 22 | 6 |
| 19 | 5 |
| 16 | 4 |

MULTIPLY THE SCORES IN COLUMNS E AND G.
THE RESULT (PRODUCT) IS THE TOTAL SCORE OR GRADE.
COMPOSITE PASSING GRADE IS 150.

*(see Physical Fitness Screening Test Table on p. 13a)

2.

VISION

Adequate vision is most important to a police officer, for several obvious and valid reasons, among which are: self-protection, ability to focus on action whether near or at a distance, as an aid to the accurate use of firearms, and as an aid in criminal investigation or as a qualified witness in court.

Tests:

For visual acuity, Snellen test is generally recognized as standard.

For color perception, the Ishahara test is acceptable. The skein test should not be used.

In addition to the tests for sharpness of eyesight and color perception, the examining physician should examine the eyes to make sure they are free from disease or possible condition that might lead to the rapid deterioration of the eyesight.

Standards:

The minimum acceptable standard of visual acuity (uncorrected) shall be 20/40 in each eye, total vision corrected to 20/20.

Perception of color is deemed acceptable if candidate correctly reads 10 or more of the first 15 Ishahara plates.

Disqualifying conditions: (see attached list - Part IV)

3.

HEARING

It is highly desirable that all candidates be tested for sharpness of hearing, to establish a record of hearing ability at the time of recruitment and to provide a valid basis for disqualification of such candidates as are found to have obvious hearing defects which would interfere with ordinary police duty, such as inability to clearly perceive sounds within the normal voice range, or such sounds as are transmitted by police sirens, police radios, or voice commands, within normal decibel limits.

The use of a hearing aid by the candidate should be considered to be disqualifying.

The audiometer should be used as the instrument for measuring the hearing capability of the candidate. Such tests should be given in a reasonably quiet room. Tests by the voice of the examiner or by any device other than an audiometer are not considered to be valid and should not be used.

A candidate's hearing shall be tested by audiometer between 500 and 6,000 cycles per second, using only the range between 500 to 4,000 cycles per second for purposes of qualification. A decibel loss of not more than 30 is permitted between 500 and 2,000 cycles per second and a decibel loss of not more than 40 is permitted between 2,000 and 4,000 cycles per second.

4. MUSCULO-SKELETAL SYSTEM

A. ARMS AND LEGS, HANDS AND FEET (EXTREMITIES)

There shall be no afflictions, impairments, disabilities or absences of the arms, legs, hands and feet which will interfere with the proper performance of ordinary police duties.

The extremities of the body must be free from afflictions of the joints, strains, stiffness, swelling or other abnormal conditions. Third degree flat feet, ingrowing toenails, hammer toes, claw toes, absence of toes should, if the examining physician considers them disabling or likely to be disabling in the future, eliminate the candidate from further consideration for police duty.

Candidates are not acceptable if there is an impairment of more than one finger on either hand.

B. BACK, JOINTS AND MUSCLES

Disease or injury of back, joints or muscles, as revealed by examination or x-ray - history of, e.g., arthritis, bursitis, myositis, osteomyelitis, tendonitis, repeated dislocation of a joint, etc. are sufficient cause for disqualification of the candidate, as are the following conditions:

Congenital malformation of back, e.g., sacralization of lumbar vertebrae, spondylolisthesis, etc.

Limitation of motion or function; weakness of or lameness of back or joint.

Operation on bone, joint or spine, e.g., cartilage injury of knee. History of, disqualifies if any phase of this condition is unsatisfactory to Medical Examiner.

Significant abnormality of spine.

Orthopedic braces.

5. NOSE, MOUTH AND TEETH

Any significant defects of the nose, mouth or teeth as would interfere with the performance of ordinary police duties shall be deemed to be disqualifying.

Seriously deviated nasal septum or any other significant obstruction to free breathing shall cause rejection. The mouth shall be free from any deformities or conditions that interfere with distinct speech or predispose to disease of the ear, nose, or throat. Enlarged tonsils or adenoids or primary sinusitis may be listed as temporary disqualification and the applicant shall not be placed on an eligible list until the condition is remedied.

The teeth shall be well cared for and free from multiple cavities. Pyorrhea, gingivitis or any irremediable disease of the gums or of the jaw of such a nature as to interfere seriously with the efficient performance of duty shall be cause for disqualification of the candidate.

Properly fitting partial or full dentures are permitted.

It is permissible, where a remediable defect in this category is noted, to put the candidate on notice of the defect and permit him, within prescribed time limits, to have the defect corrected. In such instances, the candidate is passed over in the normal certification procedure until the condition has been corrected and certified as having been corrected.

6. VARICOSITY

Since the candidates being screened for appointments to the police service are in a relatively young age group, any symptoms of a substantial problem with varicose veins should be considered as sufficient reason for disqualification. It can be envisioned that a candidate with such symptoms might become unfit for duty at a future date, with the additional influence of having to be on his feet a

great deal, and in severe weather conditions.

7. HERNIA

Examiners are reminded that the nature of police work is such that police officers are particularly susceptible to hernias. Therefore, any degree of tendency toward a weakness or susceptibility to this condition is deemed to be a matter for careful and detailed exploration.

It has been found that many employees become public liabilities due to hernia or potential hernia. It is therefore essential that single, double, or incipient hernia shall cause the immediate rejection of any candidate. Hernia conditions controlled or corrected by truss are not acceptable for police positions. Candidates who indicate a willingness to correct hernia condition by surgical treatment may be retained on the eligible list. However, such candidates are passed over in the normal certification procedure until their condition has been judged corrected. Hydrocele is ample cause for rejection. Varicocele, if large or tending to become large shall cause disqualification.

8. RESPIRATION AND CIRCULATION

The respiration must be full, easy and regular. The respiratory sounds must be clear and distinct over both lungs and no disease of the respiratory organs should be present. Examination of the respiratory system, lungs, and chest wall shall include an x-ray test of the candidate at the time of the clinical test. The action of the heart should be uniform, free, and steady; its rhythm regular and the heart free from organic changes. There should be no thrills or indications of heart murmur. Acceptable blood pressure readings taken at rest are: systolic not higher than 140, not lower than 90 (mm of Hg); diastolic maximum 90 (mm of Hg).

Where an initial reading does not come within the above-noted limits, it is permissible for the examiner to repeat the procedure after allowing the candidate a period of relaxation and quiet. If readings are abnormal, two readings on each arm may be taken.

Specifically, any candidate who takes medication for the control of blood pressure is not acceptable to the police service and should be disqualified.

9. RECTUM

The rectum shall be free from any disabling condition including hemorrhoids, fistulas or cysts judged by the examiner to

be in need of medical attention. If such condition or conditions exist as can be corrected by appropriate surgery or medical attention, the candidate may be retained on the eligible list if he indicates his willingness to have the situation corrected. However, such candidates are passed over in the normal certification procedure until the condition has been corrected and certified as having been corrected.

10. COORDINATION

The ability to integrate all parts of the body toward a single end is likewise a factor in physical fitness. In the well-coordinated individual, superfluous movements are eliminated, thus increasing precision and endurance. If, in the opinion of the medical examiner the candidate obviously lacks coordination, this is to be considered as sufficient grounds for disqualification.

11. GYNECOLOGY

A gynecological examination for women, (bi-manual), shall be conducted to ascertain intactness of internal organs and the absence of cervical, uterine and ovarian pathology.

12. GENERAL APPEARANCE

It must be realized that policemen are required to meet the general public on various occasions. It is therefore desirable that applicants be free from any marked deformity or any parasitic or systemic skin disease or any other defects which, although not disabling, would nevertheless cause public reaction against the employee and thereby reduce his efficiency. The body shall be well proportioned, physically developed, and indicate general wholesome cleanliness. Obesity or scrawniness shall cause rejection of candidate. Pronounced spinal curvature shall cause rejection.

In addition to the foregoing examination, the official physician should be requested to state if the candidate has any other defects which would seriously impair his or her efficiency on the job. The agency should inform the candidate of the result of the medical examination and indicate whether the defects found are sufficient to eliminate him or her from any future consideration, whether they are remediable defects, or whether the defects are disqualifying only for a position in the police service.

PART II

13.

CLINICAL TESTS -- REQUIRED PROCEDURES

In addition to the physical standards listed in Part I, certain clinical tests shall be given to each candidate to provide further evidence of fitness for active police duty.

- A. Urinalysis. "Candidates will be disqualified upon evidence of albuminuria, glycosuria or urinary tract infection. Glycosuria may be proven benign by subsequent blood tests, in which case that urine test result will be overlooked."
- B. Serologic Test. Addition of provision that clinical proof of active venereal infection is disqualifying but that this condition may be considered to be a remediable defect to permit later consideration of the candidate.

Candidates will be disqualified upon clinical proof of active venereal infection as determined by acceptable tests including the VDRL slide test or the treponemal tests, namely, RCP, TPI, and FTA (ABS). This condition may be considered as any other remediable defect which would permit the candidate to be considered for appointment at a later date, upon submission of valid certification that the condition had been corrected.

- C. Chest X-ray The chest X-ray is a required procedure because of its obvious diagnostic value as part of a comprehensive medical examination.

13A.

CLINICAL TESTS -- RECOMMENDED PROCEDURES

- A. Electrocardiogram. An electrocardiograph examination is recommended to permit screening out some of those persons with cardiac problems, and to provide a baseline examination for later comparison with regular periodic evaluations. Cardiovascular disease is an important cause of death and disability among all adults, particularly male adults, and in the case of police officers, is a major cause of compensation claims. An exercise or stress EKG should be included in the examination.

PART III

QUALIFYING PHYSICAL TESTS

After the examining physician (or physicians) have completed the above-described procedures, the local Civil Service Commission shall administer tests designed to measure the candidate's agility, strength, speed and endurance. It is entirely possible that a candidate could meet all the medical standards required in Parts I and II and still be completely inadequate from the viewpoint of physical standards. Because of the strenuous physical demands of the job of the police officer, it is imperative that minimum standards be adhered to in this aspect of the screening process.

The following requirements are set by the Municipal Police Training Council for several reasons, among which are:

- (a) The tests are easily administered and require a minimum of equipment.
- (b) These tests have been used in the physical education field by the New York State Department of Education for more than ten years and have been found to be valid.
- (c) All procedures are within the view of the candidate who can plainly see the objectivity and fairness of the tests.
- (d) These procedures are less susceptible to injuries sustained by candidates than some of the more complex or difficult procedures.

It is to be noted that the following physical tests are deemed to be minimum standards and should be considered to be qualifying tests. Any local Commission or police department desiring to establish more rigid standards, or to require more extensive testing procedures, may do so.

REQUIREMENTS FOR PHYSICAL FITNESS SCREENING TEST

The Physical Fitness Screening Test *will normally* be preceded by the medical examination and prescribed clinical tests.

IN NO CASE SHOULD THIS TEST BE GIVEN TO POLICE OFFICER CANDIDATES WHOSE MEDICAL STATUS IS QUESTIONABLE.

Any desired observation of or clarification concerning the Physical Fitness Screening Test may be had by visiting the Physical Education Division in any public High School in New York State.

The Physical Fitness Screening Test is an individual performance type test composed of four different test items. In addition to a total physical fitness score, the test provides four part scores indicating relative strengths and weaknesses in four basic components of physical fitness. The test has been designed so that departments can test a large number of candidates in a minimum amount of time with little or no equipment and supplies. The only equipment and supplies needed are a stop watch, Indian clubs or markers and masking tape or paint for marking lines.

Since 1963 the New York State Department of Education has afforded this Screening Test to over one million students.

The four components measured are agility, strength, speed and endurance. A brief description of the test items used to measure each component follows:

AGILITY: The Sidestep is used to measure agility. Starting from a center line, the candidate sidesteps alternately first left then right across two outside lines 8 feet apart. The score is based upon the number of lines crossed in 10 seconds.

STRENGTH: The Knee-Bent Sit-up is used to measure strength. Starting from the long lying position on his back, with knees bent at approximately a right angle, the candidate performs by raising the upper part of his body forward far enough to touch an elbow to the opposite knee and then returning to the starting position. The score is the number of sit-ups completed in one minute.

SPEED: The Dash is used to measure speed. Distance is 120 yards. The candidate runs four laps around two markers. The score is the amount of time to the nearest half second.

ENDURANCE: The Squat-Thrust is used to measure endurance. Starting from the erect standing position, the candidate performs the usual four-position exercise. The score is the number of squat-thrusts completed in one minute.

Separate norms in the form of achievement levels are provided for the total physical fitness score.

It is recommended that candidates be allowed some brief interval between each component with overall time for total screening test not to exceed one hour, except where a large group of candidates is scheduled.

WHAT THE TEST MEASURES

The Physical Fitness Screening Test provides a minimum standard for the measurement of a candidate's general physical fitness on the basis of four individual components of physical fitness that show relatively little interdependence. Certain of the test

items do measure something in addition to the components they represent. For example, the sit-ups, a measure of strength, also reflect some endurance because they involve a repeated action. However, the fact that a test item is not a pure measure of a component does not impair the value of the test. The primary emphasis in this test is upon total physical fitness, and the sum total of the component scores should provide an adequate basis as a guide to identifying the individual level of physical fitness.

Scores on the Screening Test may be used as an indication of the ability of candidates to sustain vigorous physical activity. Generally, persons who do well on the test may be expected to participate in vigorous physical activity for longer periods with less fatigue than persons who score low on the test. High test results also imply that the person has the potential to utilize his muscular efforts for effective movement patterns. This is an important aspect of fitness. Although the candidate with basic strength and endurance tends to have an advantage in physical activity over those who lack these qualities, it is even more important that he have the potential to use his strength and endurance in situations which demand coordinated muscular effort.

It should be emphasized that this is not a medical test. High scores do not attest to the soundness of the functioning organs within the body. Scientists have demonstrated that some persons with heart lesions and other types of organic disabilities are able to score well on physical fitness tests. Furthermore, although the high fitness score does indicate that the candidate can sustain physical exertion, this in no way indicates that such a strenuous activity is desirable.

WEIGHTED SCORES

Physical Fitness weighted scores start with a total physical fitness score of 16 which is achievement level 4 (31st percentile) with an assigned value of 4 and move upward to the 99th percentile and to values of 10. (See columns with asterisk in Table below) All candidates must reach achievement level 4 or better in the Physical Fitness Screening Test.

The Total Physical Fitness score is the sum of the achievement levels for the four components of the screening test.

How is the score in the Total Physical Fitness Column arrived at? Suppose, for example that a police officer candidate obtained the following raw scores: agility - 17; strength - 18; speed - 28.0; endurance - 24. The achievement levels for each of

these components would be 4, 3, 5 and 4 respectively. This candidate's total physical fitness score would be the sum of these four achievement levels, or 16. To determine the physical fitness level for this total score, find the number 16 in the column headed Total Physical Fitness. This score is at Achievement Level 4 and has been assigned a weighted score or value of 4 for use in computing the composite passing grade. (see table on page 3a)

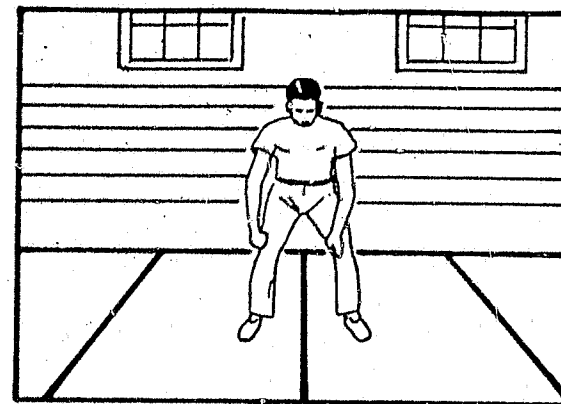
PHYSICAL FITNESS SCREENING TEST

TABLE

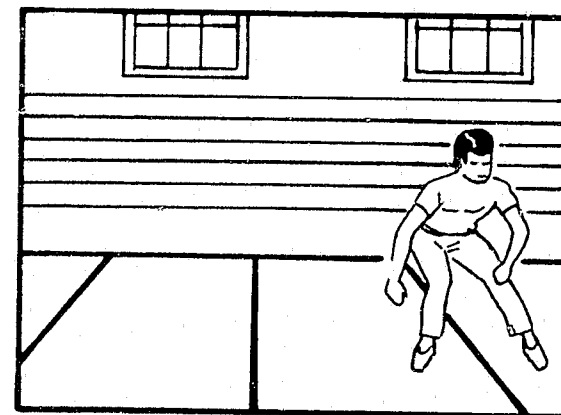
Police Officer Candidate

| Achieve- ment Level | Per centile Rank | Agility | Strength | Speed | Endur- ance | Total Physical Fitness | Achieve- ment Level | Weighted Score |
|---------------------------|------------------------|---------|----------|-----------|----------------|------------------------------|---------------------------|-------------------|
| 10 | 99 | 27+ | 40+ | 26.0 | 44+ | 32- | 10 | 10 |
| 9 | 98 | 25-26 | 37-39 | 25.5-26.0 | 39-43 | 30-31 | 9 | 9 |
| 8 | 93 | 22-24 | 34-36 | 26.5 | 35-38 | 27-29 | 8 | 8 |
| 7 | 84 | 21 | 30-33 | 27.0-27.5 | 32-34 | 25-26 | 7 | 7 |
| 6 | 69 | 20 | 27-29 | 28.0 | 30-31 | 22-24 | 6 | 6 |
| 5 | 50 | 18-19 | 24-26 | 28.5-29.0 | 27-29 | 19-21 | 5 | 5 |
| 4 | 31 | 17 | 21-23 | 29.5-30.5 | 24-26 | 16-18 | 4 | 4 |
| 3 | 16 | 15-16 | 18-20 | 31.0-32.0 | 21-23 | 14-15 | 3 | |
| 2 | 7 | 13-14 | 14-17 | 32.5-33.5 | 18-20 | 11-13 | 2 | |
| 1 | 2 | 10-12 | 10-13 | 34.0-35.5 | 14-17 | 8-10 | 1 | |
| 0 | 1 | 0-9 | 0-9 | 36.0+ | 0-13 | 0-7 | 0 | |

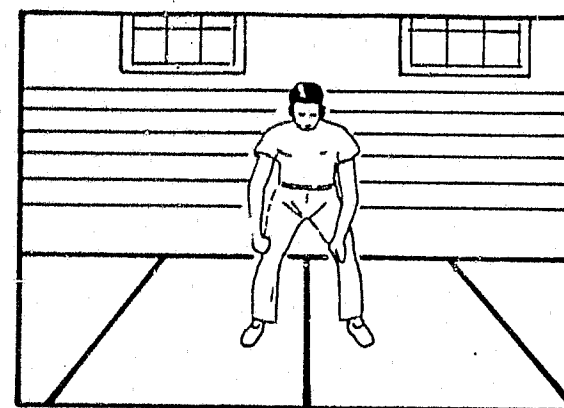
Figure 1 The Agility Test



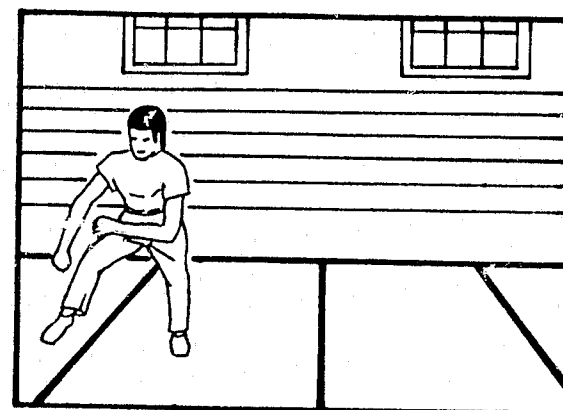
a. Starting position



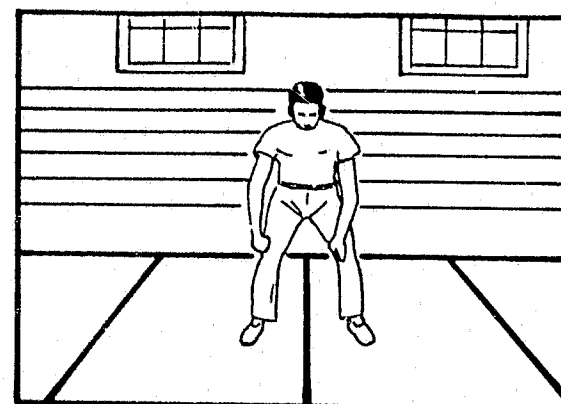
b. Sidestep to left across left outside line



c. Sidestep to right across center line



d. Sidestep to right across right outside line



e. Sidestep to left across center line

A. The Agility Test (Figure 1)

The sidestep is the test item used to measure agility.

Equipment and Testing Station

1. Masking tape for marking floor lines (approximately 1 inch wide)
2. Stop Watch

Construct the number of individual testing stations required. An individual testing station consists of a set of three parallel lines, each approximately 5 feet in length. The distance from the middle of the center line to the outer borders of the outside lines should be 4 feet. The outer borders of the outside lines will then be 8 feet apart.

Procedure

The candidate being tested takes a standing position astride the center line with feet parallel to the line.

At the command "Ready--Go," he sidesteps to the left until his left foot completely crosses the line on his left and touches the floor on the outside of the line. This counts one point. He then sidesteps back to the right across the center line. This counts one point. He continues to the right until his right foot completely crosses the line on his right and touches the floor outside the right-hand line. This counts one point. He next sidesteps back to his left and continues to sidestep back and forth as rapidly as possible.

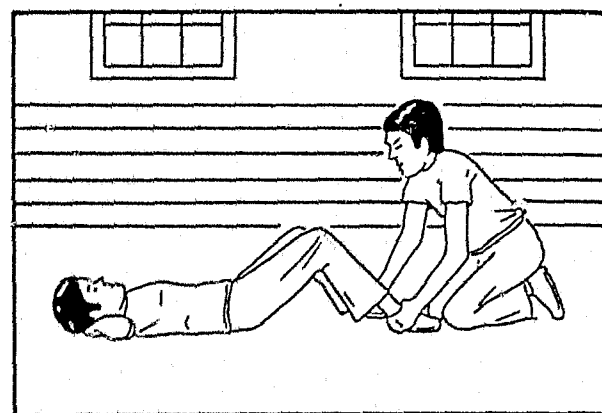
The sidestepping may be done in any manner as long as the feet do not cross over one another and as long as the feet point in a direction parallel to the lines on the floor. The shoulders and hips must not turn or twist.

Time Limit and Scoring

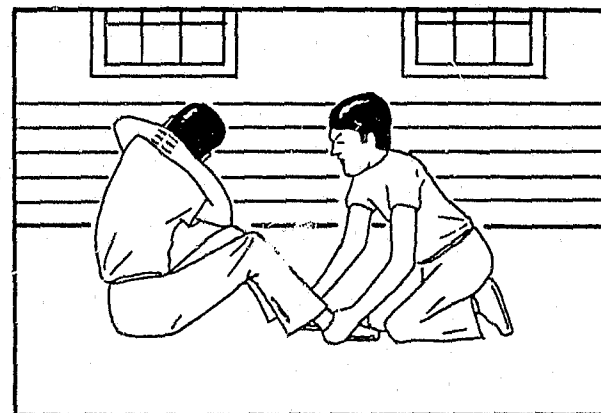
The time limit is 10 seconds.

One point is counted each time the candidate crosses one of the three lines: left, center, or right. The raw score is the total number of line crossings in 10 seconds.

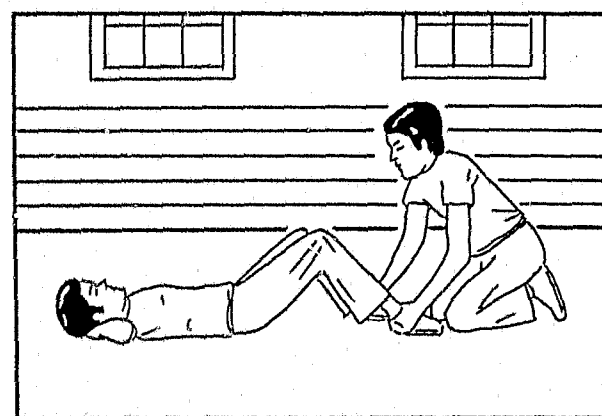
Figure 2 The Strength Test



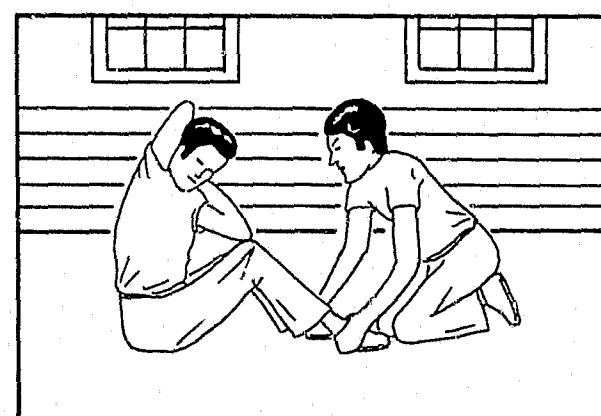
a. Starting position



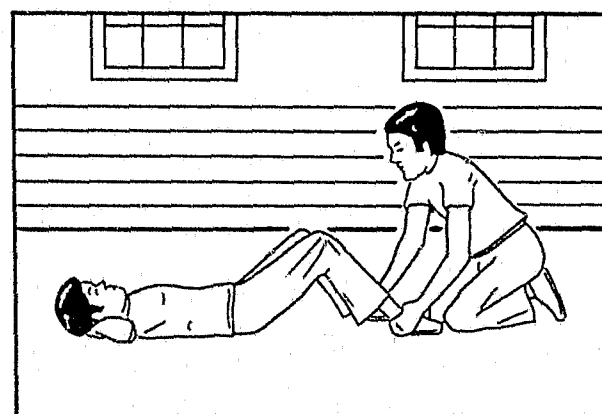
b. Elbow to knee



c. Return to starting position



d. Elbow to opposite knee



e. Return to starting position

B. The Strength Test (Figure 2)

The Knee-Bent sit-up is the test item used to measure strength.

Equipment

A stop watch is the only equipment necessary.

Procedure

The candidate being tested takes the long lying position on his back with knees bent at approximately a right angle and feet about one foot apart. The fingers are interlaced and placed behind the neck. His partner, who is the scorer, kneels and holds the performer's ankles. The scorer keeps the feet of the performer in contact with the floor and counts each successful sit-up.

At the command "Ready--Go," the performer raises the upper part of his body forward enough to touch an elbow to the opposite knee and returns to the starting position. Then he raises his body again, touching the other elbow to the opposite knee.

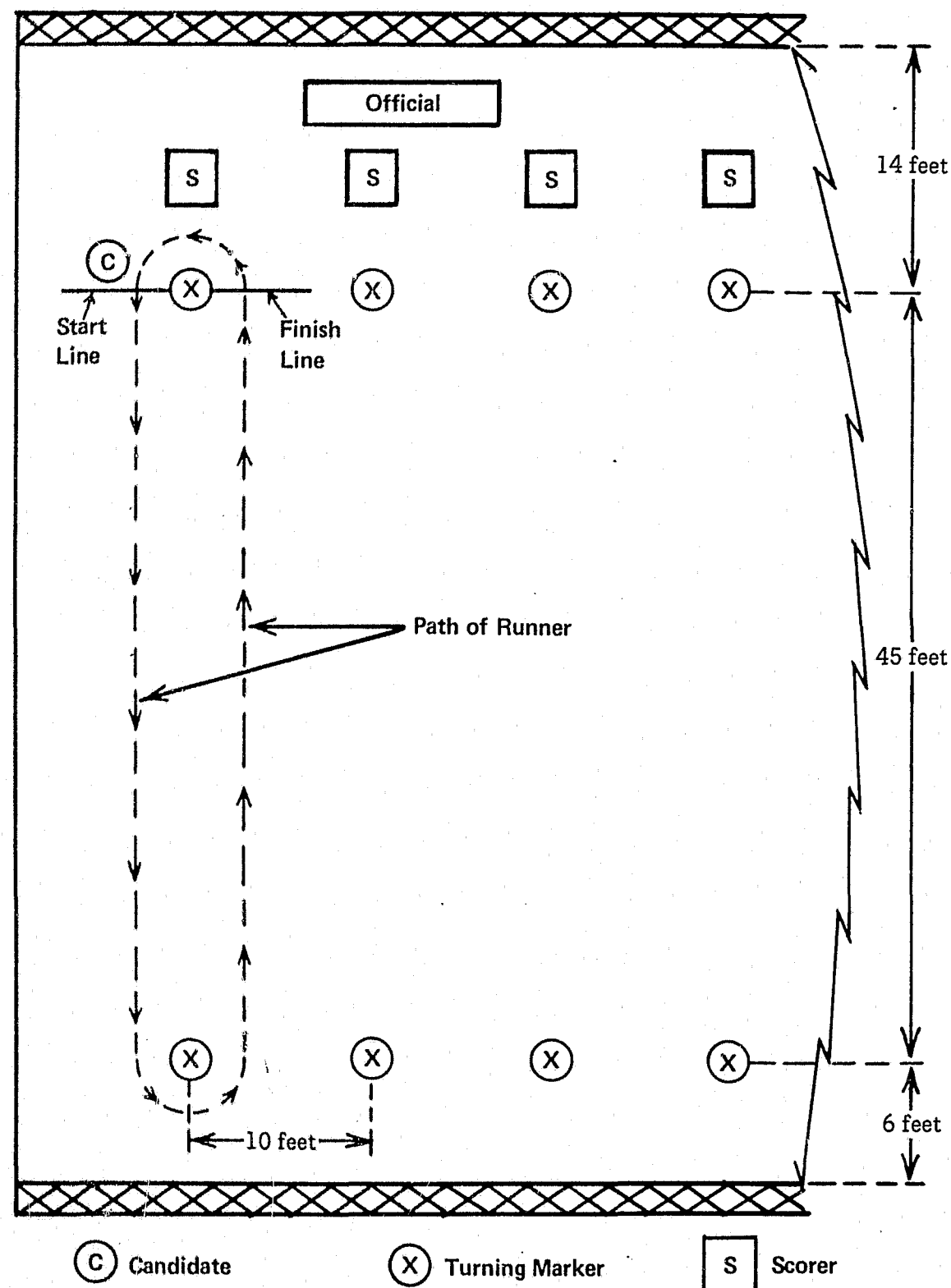
One complete sit-up is counted each time the performer returns to the starting position. The candidate is not allowed to stop and rest between sit-ups. If he fails to touch his elbow to his knee, a foul is committed and the sit-up does not count. Also, no score is allowed if the candidate fails to return to the starting position at the completion of each sit-up but merely rocks up to the sitting position. There is no loss of score if the same elbow and the same knee are used throughout the exercise.

Time Limit and Scoring

The time limit is 1 minute.

The raw score is the total number of sit-ups successfully completed in the given time.

Figure 3 Arrangement of Stations for Speed Test



C. The Speed Test (Figure 3)

The dash is the test item used to measure speed.

Equipment and Testing Station

1. Stop Watch
2. Objects that may be used as turning markers such as Indian clubs

For each testing station there should be room for a scorer and a running course with unobstructed space beyond the start and finish lines.

To insure maximum safety and performance, the following steps are recommended:

1. Mark the start and finish lines clearly. Indian clubs or rubber cones are suggested. Do not use metal rods, sticks, or any other objects that may cause injury to the runner.
2. Leave at least 14 feet of unobstructed space beyond the start and finish lines so that candidates will be able to run at top speed past the finish line without danger of running into the gymnasium wall or colliding with others.
3. Leave at least 6 feet of unobstructed space between the marker and the gymnasium wall at the turning end of the course to give runners sufficient room around the marker.
4. Keep everyone but the performer and scorer away from the running lane and the start and finish lines to avoid any interference with the runner.

Procedure

At the command "Ready-Go," the candidate being tested starts behind one marker, runs around the opposite marker, and

returns to run around the marker at the starting point. The candidate should make each turn around a marker counterclockwise. If the performer knocks down either turning marker during the course of his run, he has committed a foul and must run the course again after a sufficient rest period.

Distance and Scoring

The running distance is shown below:

| Running Distance | |
|------------------|--------------|
| No. of Laps | No. of Yards |
| 4 | 120 |

The candidate's raw score is the time to the nearest half second that it takes him to run the distance indicated.

D. The Endurance Test (Figure 4)

The squat-thrust is the test item used to measure endurance.

Equipment

A stop watch is the only equipment necessary.

Procedure

The candidate being tested takes the erect standing position of attention.

At the command "Ready--Go," the performer bends his knees and places his hands on the floor. The arms may be between, outside of, or in front of the bent knees. Then the performer extends his legs backward, keeping the arms and body straight as in the pushup position. He next returns to the squat position and then to the erect starting position.

One complete squat-thrust is counted each time the performer returns to the starting position of the four-position exercise. The candidate is not allowed to stop and rest between squat-thrusts. If the performer does not assume each of the four positions during one cycle of the four-count exercise, a foul is committed and the squat-thrust does not count.

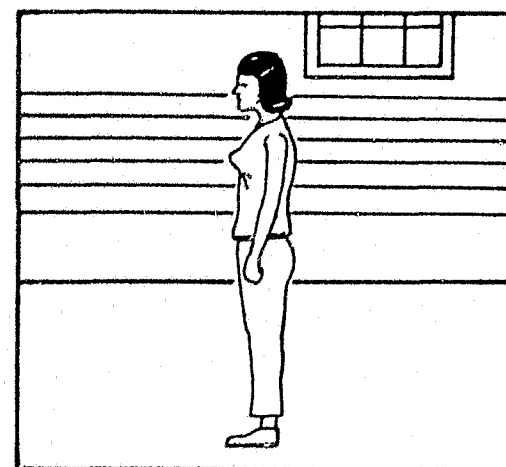
Time Limit and Scoring

The time limit is 1 minute.

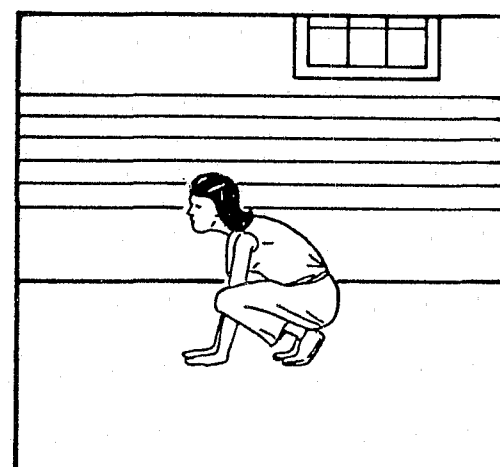
The candidate's raw score is the total number of squat-thrusts he successfully completes in the given time.

(SEE ILLUSTRATION ON NEXT PAGE)

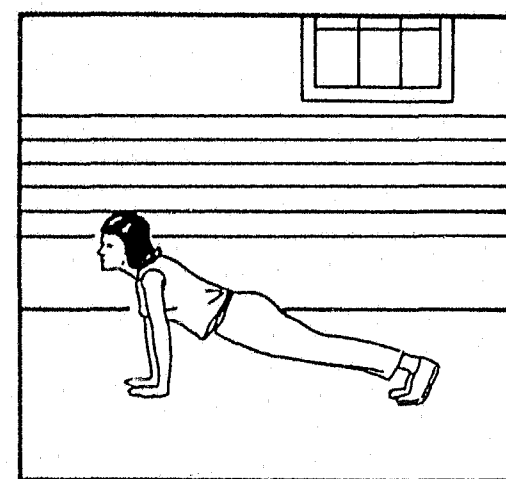
Figure 4 The Endurance Test



a. Starting position



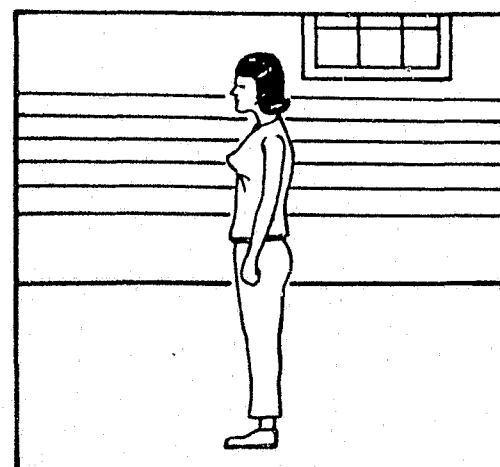
b. Squat position



c. Legs back position



d. Return to squat position



e. Return to starting position

PART IV

MEDICAL STANDARDS FOR POLICE OFFICER CANDIDATES

DISQUALIFYING DEFECTS

The following list of defects, is designed for use by medical examiners in processing police candidates, and is to be used in conjunction with the guidelines for Medical Examiners in the screening of police officer candidates as prescribed by the Municipal Police Training Council and listed above, Parts I and II. This list is illustrative and is not intended as a complete list of disqualifying conditions. The presence of any of the defects listed below is deemed to be sufficient cause for disqualification:

I - ALLERGY

1. ASTHMA - presence of. History of treatment within the past five years, prior history may disqualify.
2. Other ALLERGIC CONDITIONS - History of chronic and incapacitating form.

II - BLOOD CONDITIONS

3. ANEMIA - or any other chronic blood condition.

III - CARDIOVASCULAR

4. BLOOD PRESSURE - Systolic not higher than 140 nor lower than 90 (mm of Hg); Diastolic not higher than 90 (mm of Hg).

(See Part I instructions on RESPIRATION AND CIRCULATION.)

5. HEART - Significant abnormality in rate, rhythm or force, or enlargement or significant murmur.
6. VARICOSE VEINS - presence of enlarged and significant.

IV - EAR CONDITIONS

7. HEARING - defective (see Part I of instructions)

8. INFECTION of middle ear or mastoid - acute; chronic condition is disqualifying.

V - EYE CONDITIONS

9. CHRONIC EYE CONDITION - e.g., glaucoma, cataract, chronic inflammation.
10. COLOR - If Ishahara test is used, incorrect reading of six or more of the first 15 plates. (see Part I - Vision).
11. VISION - minimum of 20/40 in each eye, total vision corrected to 20/20.

VI - GASTRO-INTESTINAL CONDITIONS

12. HEMORRHOIDS - if significant, or other significant rectal conditions, e.g., fistula.
13. LIVER - enlargement or disease of, e.g., cirrhosis.
14. PEPTIC, oesophageal, gastric or duodenal ULCER - presence or history of.

VII - GENITO - URINARY CONDITIONS

A. Urologic

15. DISEASE of the URINARY TRACT

B. Genital

16. ACUTE INFLAMMATORY CONDITION
17. SCROTAL MASS - significant - e.g., hydrocele, varicocele.

VIII - HEIGHT

18. Height of 5' 7" is recommended; Lesser height not disqualifying if candidate achieves composite grade based upon weighted factors described herein.

IX - HERNIA

19. PRESENCE of, in any part of body: inguinal, internal, large umbilical, ventral; or tendency toward hernia.

X - INFECTIOUS AND PARASITIC DISEASES

20. ACUTE LOCAL INFECTIONS

21. VENEREAL DISEASE, (active)

XI - METABOLIC DISEASE

22. DIABETES MELLITUS or RENAL DIABETES

XII - MUSCULO - SKELETAL SYSTEM

A. Back and Joints

23. CONGENITAL MALFORMATION of back -
24. DISEASE or INJURY of back, joints or muscles as revealed by examination or x-ray - History of, e.g., arthritis, bursitis, myositis, osteomyelitis, tendonitis, repeated dislocation of a joint, etc.
25. LIMITATION of motion or function; weakness or lameness of back or joint.
26. OPERATION on bone, joint or spine, e.g., cartilage injury of knee. History of, disqualifies if any phase of this condition is unsatisfactory to medical examiner.
27. SPINE - Significant abnormality of.

B. Upper Extremities

28. IMPAIRMENT of or absence of *more than* one finger on either hand.
29. IMPAIRED GRIP or function of hand.
30. LIMITATION of motion or function of shoulder, elbow, wrist or fingers.

C. Lower Extremities

31. LACK OF FULL FUNCTION of hip, knee, ankle, foot or toes.
32. DEFORMITY, symptomatic or disabling which may impair function of foot, e.g., third degree flat feet; ingrowing toenails, hammer toes, claw toes, missing toes.

XIII - NERVOUS SYSTEM

- 33. EPILEPSY, SEIZURES - presence or history of.
- 34. ALCOHOLISM or DRUG ADDICTION - presence or history of.

XIV - RESPIRATORY SYSTEM

- 35. SINUSITIS - Significant extent to be determined by local examiner.
- 36. RESPIRATORY CONDITION - Chronic, e.g., bronchitis, bronchiectasis, emphysema, fibrosis; significant extent to be determined by local examiner.
- 37. TUBERCULOSIS - history of significant clinical.

XV - SPEECH

- 38. INARTICULATENESS - or any marked speech defect, e.g., stuttering, except mild lisp, if so severe as to interfere with satisfactory performance of duties.

XVI - TEETH

- 39. UNCORRECTED CONDITION - where significant.

Properly fitting upper or lower partial or full dentures are permitted. Decayed or badly broken teeth or numerous missing teeth may be cause for disqualification, although remediable defects allowable if corrected. (see Part I instructions.)

XVII - URINE EXAMINATIONS

- 40. ALBUMINURIA, GLYCOSURIA or RENAL DIABETES

XVIII - WEIGHT

- 41. OVERWEIGHT or UNDERWEIGHT

(see Part I chart and instructions on Height and Weight.)

XIX - OTHER DEFECTS

- 42. The causes for disqualification are not limited by the above list of defects. The medical examiner or examiners may put any question, make any examination and disqualify for any cause which in his or their opinion tends to impair the present or future health or fitness of the applicant in the performance of ordinary police duty.

END