

# Bixby Police Department Commissioned Officer Recruitment Process

## PHYSICAL AGILITY ASSESSMENT

SEE PAGES 2-7

**WRITTEN EXAMINATION:** The application testing process continues with a written policy entry exam. The test measures your abilities in vocabulary, filling out forms, police procedures, memory, accident diagrams, exercising judgment, problem sensitivity, understanding and using maps, and identifying themes and ideas. Applicants must score a minimum of seventy (70%) to pass the written examination.

**APPLICANT REVIEW BOARD:** Applicants shall appear before an oral interview board consisting of Bixby Police Officers, supervisors, and administrators. The purpose of the interview board is to determine if the applicant's problem solving, communication skills, education and work experience are suitable for a position as a Bixby Police Officer through an interview.

**ADMINISTRATIVE INTERVIEWS:** Applicants are scheduled to meet with the Bixby Chief of Police and the City Manager.

**PSYCHOLOGICAL EXAMINATION:** Applicants will receive several psychological tests to determine your psychological profile. You will be evaluated on psychological factors relating to successful job performance and suitability towards police work.

**PHYSICAL EXAMINATION:** Applicants will receive a thorough medical examination to determine the applicants physical condition and for requirements of the state pension system.

**BACKGROUND EXAMINATION:** All applicants who successfully complete the preliminary testing process will be subject to a thorough and extensive background investigation. This includes thorough criminal and traffic records checks, personal, military, financial, education and employment histories and interviews with persons who know you. The purpose of this investigation is to determine whether you respect the law and rights of other persons, are dependable, responsible, exercise mature judgment, honest and to determine your suitability as a police officer.

**ELIGIBILITY FOR HIRE:** Only those applicants who successfully complete all testing and evaluation process are considered for employment. Those applicants shall have their applications retained for not more than twelve (12) months from the date of their written exam. These applicants may be eligible for hire as positions become available. All candidates for the position of police officer must agree to enter into a training contract with the City of Bixby. This

agreement stipulates the candidate agrees to not voluntarily resign their employment with the City for twenty-four (24) months.

## **PHYSICAL AGILITY ASSESSMENT**

### **INTRODUCTION**

In accordance with Title 70 O.S. § 3311.11, beginning November 1, 2009, any person who is employed as a peace officer within the State of Oklahoma and who is scheduled to attend the basic law enforcement certification academy conducted by CLEET shall, prior to admission, be required to provide proof of a score of a minimum of seventy percent (70%) on the CLEET approved physical assessment test. The purpose of this test is to ensure the applicant is in sufficient physical condition to safely participate and/or avoid unnecessary injury during basic law enforcement training.

### **DEVELOPMENT**

A content-oriented strategy was used to develop a valid physical ability examination designed to measure the basic physical skills necessary to safely complete the physical requirements of cadets in Oklahoma's CLEET training program. The Test for Safe Participation was created and validated by Stanard and Associates, Inc. The entire examination is composed of training-related physical skills. Only those skills which do not require prior training to become proficient are assessed. This means the exam is equally valid for assessing the physical skills of candidates who have and have not had experience in the CLEET training academy. Stanard and Associates, Inc. conducted an analysis of CLEET's cadet training curriculum which included: A review of the original job task analysis used to develop the original CLEET training curriculum and ensure it is job-related; An analysis of curriculum materials such as defensive tactics training, firearms training, law enforcement driver training, and criminal investigations training; Interviews with CLEET training staff; And training observations. The analysis provided the background information necessary to validate the training-related physical ability examination.

### **WHAT CANDIDATES MUST WEAR DURING THE TEST**

Candidates should wear the following during the test:

- Tennis shoes (sport shoes or sneakers) are recommended.
- Candidates taking the test are encouraged to wear sweat pants and a T-shirt. To prevent sweatpants from moving down the legs and coming off during the stomach crawl component, candidates should tighten their sweat-pant draw-strings to ensure a tight fit.
- Shorts are not recommended for safety reasons (i.e., they do not provide adequate coverage of the skin which could be damaged in a fall).

- Candidates should NOT wear watches, rings or other items which could harm them while taking the test. These items should be removed before testing for safety purposes.

## **WHAT CANDIDATES SHOULD DO PRIOR TO TAKING THE TEST**

Just prior to taking the test, candidates should consider jogging lightly, performing some jumping jacks to get their blood flowing, and stretching to prepare themselves for the short burst of physical exertion in which they are about to engage.

## **TEST REQUIREMENTS**

1. Tennis shoes are recommended. Candidates taking the test are encouraged to wear sweat pants and a T-shirt. To prevent sweat pants from moving down the legs and coming off during the stomach crawl component, candidates should tighten their sweat-pant draw-strings to ensure a tight fit. Shorts are not recommended for safety reasons (i.e., they do not provide adequate coverage of the skin which could be damaged in a fall).
2. The timed test requires at least one timekeeper to hold two stopwatches. Having two timekeepers, each with one stopwatch, is another acceptable alternative. Two stopwatches are necessary to safeguard against the possibility of one malfunctioning during testing. In all cases, the quickest time between the two stopwatches should be recorded, giving any benefit to the candidate. The timed test will begin once the candidate has been instructed to “GO.” The test monitor(s) will activate two stop watches simultaneously. Test monitors throughout the course should monitor candidates’ performance to ensure they complete each component of the test successfully; if a candidate does not complete a test component successfully, the test monitor should inform the candidate of this as they are taking the test so they can reattempt the component before moving on to the next one. Timekeepers should record the candidate’s time on the candidate record form.
3. There will be an orientation and walk-through for all candidates. The candidates will be instructed that they should perform the test safely. No one will be allowed to take the test unless they fully understand what is expected of them.
4. Page 9 contains a sample map illustrating the entire test sequence. Each testing component listed corresponds to a particular point on the map.
5. Testing must be completed by the applicants in the exact sequence listed below.

## **OBSTACLE COURSE (TIMED)**

1. Run: A test monitor will give the candidate verbal instructions to “GO” and the candidate will begin the run around the gym (approximately 332 total feet).
2. Step and Slide to Left: At the conclusion of the run, the candidate will remain facing the wall directly in front of him/her, and then step and slide sideways (shuffle) to their left into the obstacle course, and continue stepping and sliding sideways to their left for a distance of about 30 feet. Candidates should not cross their legs as they shuffle to the left to prevent tripping themselves, and they should shuffle all the way until their foot touches the line about 30 feet away.
3. Diagonal Shuffle to Rear and Right: After stepping and sliding 30 feet to their left, and while still facing the wall directly in front of them, candidates will step and slide backwards (rear diagonal shuffle) to their right and behind them (at an approximately 35 degree angle) for approximately 33 feet. They will continue to face the wall while doing this. Candidates should not cross their legs as they shuffle backwards and to the right to prevent tripping themselves, and they should shuffle all the way until their foot touches the line about 33 feet away. Once their foot touches the line, they will turn around and face the opposite wall before performing the next component.
4. Step and Slide to Right: After completing the backwards diagonal shuffle, and after turning around so that the candidate is facing the wall opposite of the one they were facing in the previous two components, the candidate will step and slide sideways (shuffle) to their right for a distance of about 30 feet. Candidates should not cross their legs as they shuffle to the right to prevent tripping themselves, and they should shuffle all the way until their foot touches the line about 30 feet away.
5. Diagonal Shuffle to Rear and Left: After stepping and sliding 30 feet to their right, and while still facing the wall directly in front of them, candidates will step and slide backwards (front diagonal shuffle) to their left and behind them (at an approximately 35 degree angle) for approximately 33 feet. They will continue to face the wall while doing this. Candidates should not cross their legs as they shuffle backwards and to the left to prevent tripping themselves, and they should shuffle all the way until their foot touches the line about 33 feet away. Once their foot touches the line, they move on to the next component.
6. Crawl on Stomach: After the rear diagonal shuffle, candidates will get on their stomachs and crawl a distance of approximately 20 feet using their elbows and forearms only, and with their legs bent so that their feet are up in the air. Candidates will crawl with their elbows and forearms, and without the use of their legs (simulating legs that are not functioning), until they are able to touch the floor with their hand just beyond the end of the floor mat. After crawling for about 20 feet and touching the floor at the end of the mat, candidates will get up

safely and proceed to the next event. Candidates should take care to get up safely, orient themselves and then proceed to the next component.

7. Bear Crawl: Candidates will get down on their hands and feet only with their hands behind the line, and then crawl a distance of approximately 20 feet using their hands and feet only. Candidates must re-attempt this component while the time is running if their knees, elbows, or other parts of their body touch the floor during the component. Candidates must bear crawl the distance of 20 feet all the way until both of their feet are across the line. After bear crawling for about 20 feet, candidates will get up safely and proceed to the next event. Candidates should take care to get up safely, orient themselves and then proceed to the next component.

8. Obstacle Dodge: The candidate will maneuver, in a zig-zag manner, around obstacles (which are traffic cones positioned on the ground).

9. Weight Drag (approximately 95 lbs.): The candidate will drag a weight completely past a line 20 feet away. Timing of the test stops when the entire weight passes over the line.  
*(Note: To view a diagram of the obstacle course, see Figure 1 at the end of this document.)*

## **CRITERIA FOR PASSING THE OBSTACLE COURSE**

Candidates must successfully complete all components in 2 minutes and 22 seconds or less.

- Test monitors should inform candidates if they have failed a component as the candidates are proceeding through the course to allow them to re-attempt the component while being timed. This way, one can avoid an instance in which a candidate did not realize they failed a component while taking the test, but still had time at the end of the test to reattempt the component.
- Upon completion of the test, candidates will be told their times and will be informed of their pass/fail status.

## COURSE LAYOUT

Use markers on the course (e.g., heavy tape) and the objects within the course to guide the placement of any movable objects. It is important for standardization purposes that testing is conducted with the course layout exactly as it was during field testing. The distances between and of test components are provided below. (Note: NBA/NCAA regulation basketball court dimensions are 94 feet long by 50 feet wide; High school basketball court dimensions are 84 feet long by 50 feet wide).

#	TEST COMPONENT	Distance to Component (in feet)	Distance of Component (in feet)	Total Distance (in feet)
1	RUN	0	332.3	332.3
2	Step and Slide to Left	0	30.0	30.00
3	Diagonal Shuffle to Rear and Right	0	32.6	32.6
4	Step and Slide to Right	0	30.0	30.0
6	Crawl on Stomach	24.0	20.0	44.0
7	Bear Crawl	55.8	20.0	75.8
8	Obstacle Dodge (10 cones, 8 feet apart, and offset by 2 feet)	51.0	62.3	96.8
9	Weight Drag (approximately 95 lbs.)	76.8	20.0	96.8
	<b>Total Distance</b>			<b>787.4</b>

# COURSE DIAGRAM

## CLEET Physical Ability Test Layout

