

DEPARTMENT OF PERSONNEL

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PHYSICAL FITNESS SCREENING TEST POLICY

As part of the examination administration for the titles of Correction Officer, Deputy Sheriff (Civil), Patrol Officer and Police Officer (hereinafter “Officer”), the Rockland County Department of Personnel (hereinafter “the Department of Personnel”) has developed the following policy as it relates to the qualifying physical fitness screening test. The physical fitness screening test is administered prior to a candidate’s nomination for appointment to the position.

Physical fitness screening tests will be scheduled and administered by the Department of Personnel. The Department of Personnel will notify candidates of their scheduled appointment date, time and location by email notification. It is imperative that candidates make sure that their contact information, including e-mail address, has been correctly and accurately reported to the Department of Personnel. Candidates are directed to submit a Name/Address Change Form immediately of any change to contact information. The Name/Address Change Form is available at: <http://rocklandgov.com/departments/personnel/>.

Before a candidate is permitted to participate in the physical fitness screening test, he or she must submit a Physician’s Certificate and Candidate Accident Waiver, copies of which will be provided to the candidate upon notice of examination. In addition, candidates are required to remit an administrative fee in the amount of \$25.00. This fee is required to be paid each time a candidate participates in a physical fitness screening test. The Department of Personnel reserves the right to amend administrative fee at any time during the life of the eligible list. All physical fitness screening test fees are non-refundable.

A candidate will be removed from the eligible list for failing to timely complete and return the required paperwork and documentation and/or not remitting the required administrative fee, declining to attend this physical agility appointment with no approved alternate test date request, or failing to appear for the physical fitness screening test.

The Municipal Police Training Council adopted the physical fitness screening test based on the model formulated by the Cooper Institute of Aerobics Research. The minimum passing scores, depending on age and sex, represent the 40th percentile of physical fitness. If a candidate does not successfully score to the 40th percentile of physical fitness for each of the elements, the candidate shall not be deemed to have successfully completed the physical fitness-screening test. Failure on the physical fitness screening test will restrict the candidate from certification on the eligible list until and unless the candidate has successfully completed the physical fitness screening test during a second attempt opportunity. The qualifying test standards are subject to change without notice to candidates.

The three components measured are muscular endurance (core body), muscular endurance (upper body) and cardiovascular capacity. A brief description of the test items used to measure each component are as follows:

Sit-up – Muscular Endurance (Core Body) – The score indicated is the number of bent-leg sit-ups performed in one minute.

Push-up – Muscular Endurance (Upper Body) – The score indicated is the maximum number of full body repetitions that a candidate must complete without breaks in one minute.

1.5 Mile Run – Cardiovascular Capacity – The score indicated is calculated in minutes:seconds. (To be administered only to those candidates who have passed the Sit-ups and Push-ups).

| AGE/SEX MALE | SIT-UP | PUSH-UP | 1.5 MILE RUN |
|---------------------------|---------------|----------------|---------------------|
| 20-29 | 38 | 29 | 12:38 |
| 30-39 | 35 | 24 | 12:58 |
| 40-49 | 29 | 18 | 13:50 |
| 50-59 | 24 | 13 | 15:06 |
| 60+ | 19 | 10 | 16:46 |
| | | | |
| AGE/SEX FEMALE | SIT-UP | PUSH-UP | 1.5 MILE RUN |
| 20-29 | 32 | 15 | 14:50 |
| 30-39 | 25 | 11 | 15:43 |
| 40-49 | 20 | 9 | 16:31 |
| 50-59 | 14 | N/A | 18:18 |
| 60+ | 6 | N/A | 20:16 |

The Department of Personnel offers one opportunity for a retest for those who have failed the physical fitness test on their first opportunity. Candidates who request a retest will be scheduled to participate in the second attempt at the next scheduled physical fitness screening test. Candidates who are unsuccessful in passing the second retest will have their name permanently removed for the life of that eligible list.

Candidates are expected to make every effort to participate in the physical fitness screening test on the scheduled date. However, it is the policy of the Department of Personnel to provide an alternate examination date to those candidates who are unable to appear on the scheduled test date due to emergencies or scheduling conflicts beyond their control. Candidates seeking an alternate examination date should refer to the Department of Personnel’s Alternate Examination Date Policy for additional information.

Candidates who are unable to participate in an initial physical fitness screening test or on an alternate date due to a medical condition must provide the Department of Personnel with a letter from their physician indicating that they are unable to participate in the physical fitness screening test and the medical reason why they cannot participate. A candidate will not be scheduled for a physical fitness screening test until the candidate submits a letter to the Department of Personnel from the physician clearing the candidate to participate in the physical fitness screening test.

The Department of Personnel does not guarantee the ability to retest or be afforded an alternate test date. Retests and alternate examination dates will be granted, if all of the above conditions are met, but if the

testing cannot be scheduled prior to the expiration of the eligible list, the retest or alternate examination option is considered null and void.

A passing result on the physical fitness screening test date remains valid for up to two (2) years. Candidates remaining on the eligible list after two (2) years will be invited to participate in the physical fitness screening test again. Candidates who have taken and passed a Municipal Police Training Council physical fitness screening test administered by an agency other than the Rockland County Department of Personnel no more than two (2) years prior may be eligible to apply that result to the Rockland County testing requirements. Upon notification of the scheduling of a physical fitness screening test and by the deadline to confirm participation, candidates wishing to submit a comparable physical fitness screening test result must provide documentation to the Department of Personnel, along with the \$25.00 administrative fee, demonstrating the testing model used and the passing result. Candidates will receive written notice from the Department of Personnel indicating the acceptability of the prior physical fitness screening test.