

# Paducah Police Department

1400 Broadway, Paducah, Kentucky 42001



ACCREDITED SINCE 2004

Your application has been referred and as a Police Officer Candidate, you have been placed on the list for the next testing session. You will be notified once the next test date is scheduled.

It is important to properly prepare for testing day. You can find resources to help you prepare for the physical test on the Paducah Police Department's Website on the Recruiting and Hiring page. A study guide for the written test will be emailed out closer to testing.

## MEDICAL EXAMINATION FORM

Attached is a medical examination form that must be completed and signed by a physician, physician assistant or nurse practitioner of your choice. The form lists the activities that make up the physical agility test. Your physician must verify that you are physically capable of performing these activities without any medical problems.

**You must bring this form with you to the physical agility test. Without the medical examination form, you will not be allowed to take the physical agility test.**

## PHYSICAL TEST

The testing process will begin with the physical agility test. The test will begin promptly at 8 a.m. on the scheduled testing day. You should report to the lobby of the Paducah Police Department no later than 7:45 a.m. on the scheduled testing date.

**No one who has arrived late will be admitted for testing.**

After sign-in and weighing, you will be responsible for transportation to where the physical agility test will be administered. Please dress appropriately for the test. You may wear sweats, shorts, or other appropriate attire. The test will take approximately four hours.

## WRITTEN TEST

The written test will be administered in the training room of the Paducah Police Department. A Human Resources or Paducah Police Department Representative will provide you with a start time for the test. **You must be on time.**

The written test includes four sections and will last approximately 1 ½ hours. The four sections of the written test are: mathematics, reading comprehension, grammar, and incident report writing. A comprehensive score of 70 is required to pass the test.

**Please review the list of Disqualifiers and Minimum Qualifications.**

*A Tradition of Service Since 1834!*

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## Minimum Qualifications of Applicants

### Below are the minimum qualifications of a Paducah Police Officer:

1. Must be a citizen of the United States.
2. Must be at least 21 years old.
3. Must have one of the following:
  - a. A minimum of 60 credit hours from an accredited college, community college, or vocation school;
  - b. OR a high school diploma or GED **AND** at least one year of sworn, full-time law enforcement experience;
  - c. OR a high school diploma or GED **AND** at least two years of full-time military service;
  - d. OR a high school diploma or GED **AND** an employer verification letter indicating four consecutive years of full time (40 hours or more a week) work experience with the same employer (four consecutive years employment must be within five years of the date of application).
4. Must possess a valid operator's license and be able to operate a motor vehicle.
5. Must successfully undergo a fingerprint check through the Kentucky State Police and the Federal Bureau of Investigation.
6. Must be able to identify the colors red, green, and yellow.
7. Must have standard visual acuity:
  - a. Corrected vision should be at least 20/30 for both eyes together.
  - b. Uncorrected vision for those who wear glasses should not be worse than 20/100 for both eyes together.
  - c. Candidates who wear soft contact lenses, should have uncorrected vision not worse than 20/200 in both eyes together.
8. If served in the military, possess a conditional or an honorable discharge.
9. Must be able to read, write, speak, and understand the English language.
10. Must submit to and pass a medical examination.
11. Must submit to and pass a drug screening.
12. Must submit to and pass a background investigation which shall include a credit check.
13. Must pass an interview process.
14. Must pass a pre-employment physical fitness screening.
15. Must pass required physical fitness standards as specified in the Peace Officers Professional Standards (POPS).
16. Must pass a psychological examination.
17. Must submit to a polygraph examination.

# Paducah Police Department

## Reasons for Applicant Disqualification (1 of 2)

Police officer applicants may be disqualified at any time during the selection process when it is determined that such an applicant is not qualified or suitable for the job, pursuant to this policy and state and federal law.

The following criteria are designed to serve as guidelines to assist in determining disqualification. The criteria listed below in no way limit or bar the City from rejecting an applicant for any other reason that deems him/her as unqualified or unsuitable for employment. The criteria listed below are not applicable if a candidate was a juvenile at the time of occurrence. However, a consistent record of illegal behavior as a juvenile may disqualify a candidate if the behavior was within the last 10 years.

### **CRIMINAL HISTORY**

1. A candidate who has been convicted of or has entered an Alford plea to:
  - a. a felony will be found unsuitable for employment.
  - b. a Class A misdemeanor or two (2) or more Class B misdemeanors within the last 10 years will be found unsuitable for employment.
  - c. a charge of driving under the influence within the last five (5) years will be found unsuitable for employment.
  - d. driving under the influence more than one time in his/her lifetime will be found unsuitable for employment.

### **DRUG HISTORY**

2. A candidate who:
  - a. has used or possessed any illegal drug while employed in any law enforcement or prosecutorial position, or while employed in a position that carries with it a high level of responsibility or public trust, will be found unsuitable for employment.
  - b. is discovered to have misrepresented, falsified or made omissions pertaining to his/her drug history in completing all forms used in the application process will be found unsuitable for employment.
  - c. has trafficked in any illegal drug at any time could be found unsuitable for employment. In these instances, each case will be evaluated individually for specifics and investigated extensively. Typically, any activity of this nature committed as a legal adult will disqualify an applicant from the hiring process.
  - d. used any illegal drug (including anabolic steroids) other than marijuana more than one time/dose/usage within the last 10 years may be found unsuitable for employment. In these instances, each case will be evaluated individually for specifics and investigated extensively. Typically, any activity of this nature committed as a legal adult will disqualify an applicant from the hiring process.
  - e. has used marijuana within the past three (3) years will be found unsuitable for employment.

### **DRIVING HISTORY**

3. A candidate who has a consistently unacceptable record in the operation of a motor vehicle (i.e. three or more at-fault collisions or three or more moving violations in the last five years) will be found unsuitable for employment. However, these incidents may be evaluated on a case-by-case basis.

# Paducah Police Department

## Reasons for Applicant Disqualification (2 of 2)

### EMPLOYMENT HISTORY

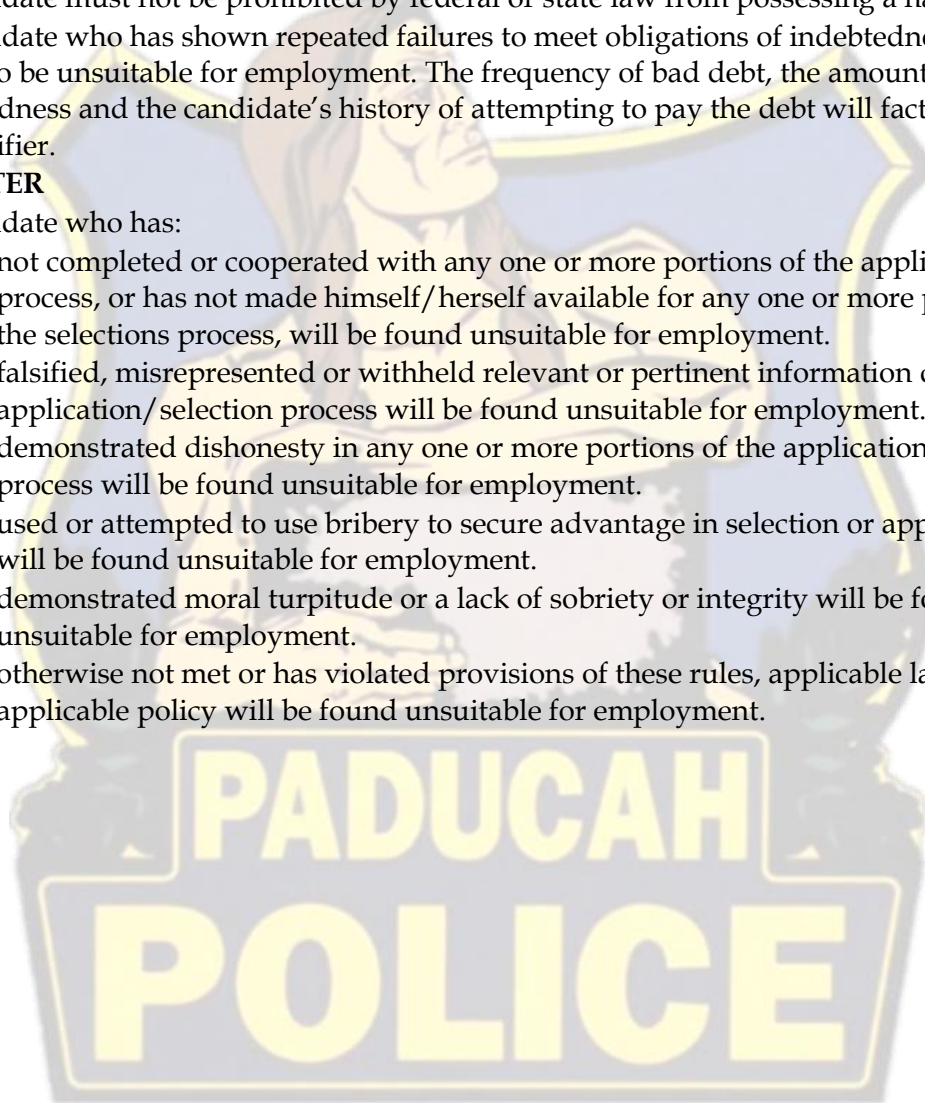
4. A candidate must not have had certification as a peace officer permanently revoked in another state.

### PERSONAL HISTORY

5. A candidate must not be prohibited by federal or state law from possessing a handgun.
6. A candidate who has shown repeated failures to meet obligations of indebtedness will be found to be unsuitable for employment. The frequency of bad debt, the amount of indebtedness and the candidate's history of attempting to pay the debt will factor into this disqualifier.

### CHARACTER

7. A candidate who has:
  - a. not completed or cooperated with any one or more portions of the application process, or has not made himself/herself available for any one or more portions of the selections process, will be found unsuitable for employment.
  - b. falsified, misrepresented or withheld relevant or pertinent information during the application/selection process will be found unsuitable for employment.
  - c. demonstrated dishonesty in any one or more portions of the application/selection process will be found unsuitable for employment.
  - d. used or attempted to use bribery to secure advantage in selection or appointment will be found unsuitable for employment.
  - e. demonstrated moral turpitude or a lack of sobriety or integrity will be found unsuitable for employment.
  - f. otherwise not met or has violated provisions of these rules, applicable law and/or applicable policy will be found unsuitable for employment.



## PHYSICIAN'S MEDICAL RELEASE FORM

**Mail:** Kentucky Law Enforcement Council  
Funderburk Building, Suite 401  
4449 Kit Carson Drive  
Richmond, KY 40475

**Phone:** 859-622-6218    **Fax:** 859-622-5943  
**Web:** KLECS.ky.gov    **Email:** KLECS@ky.gov

**INSTRUCTIONS:** This form must be completed by a physician, physician assistant or Nurse Practitioner, prior to the applicant participating in the physical ability, **IF** the applicant checks "yes" on any question between numbers 1-10 on the Form T-1. **If this form is required and not completed, the applicant will be sent home.**

**NAME:** \_\_\_\_\_

**Date of Birth** \_\_\_\_\_ **SSN#** \_\_\_\_\_

**Peace officers in the Commonwealth of Kentucky are required to perform a variety of essential physically demanding tasks including the following:**

- Walking for extended periods
- Short sprints
- Long pursuit running lasting over 2 minutes
- Jumping over and around obstacles
- Lifting and carrying objects sometimes up and down stairs
- Using hands and feet in use of force situations
- Using force in short and long term (greater than 2 minutes) efforts
- Bending and reaching
- Dragging people and objects as in extracting victims from vehicles

**To measure an individual's capacity to perform these critical tasks all applicants must undergo a physical ability test consisting of the following items:**

- 1.5 mile run to measure aerobic power
- 300 meter sprint to measure anaerobic power
- Sit ups to measure abdominal muscular endurance
- Push ups to measure upper body muscular endurance
- Free weight bench press to measure upper body absolute strength

**Your professional opinion is requested as to whether the individual can safely participate in physical ability testing.**

**PLEASE CHECK ONE:**

- \_\_\_\_\_ There are no contraindications to the individual either 1) being capable of performing the essential physical tasks or 2) being capable of undergoing the physical ability test items.
- \_\_\_\_\_ There are contraindications and it is recommended that the individual **not** participate in the physical ability test items.

**I hereby verify that the above information is true and accurate.**

**Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.**

\_\_\_\_\_  
*Signature of Physician, Physician Assistant or Nurse Practitioner*

\_\_\_\_\_  
*Printed Name of Physician, Physician Assistant or Nurse Practitioner*

# Paducah Police Department

## Applicant's Endorsement

I understand the nature and extent of the physical activities required as part of the testing procedures conducted by the Paducah Police Department. I hereby assume any and all risks for injuries that may occur due to participating in the physical activities required as part of the testing procedures.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Date

**This must be completed no more than 60 days prior to administration of the Paducah Police Department's physical fitness test. You must bring this form with you to the physical agility test.**

