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| WRITTEN DIRECTIVE | No. PD16-2015 | Page: 1 of 4 |
| Subject: EMPLOYEE HEALTH AND PHYSICAL FITNESS | Effective Date: | 3-21-16 |
| | Supersedes/ Amends: | PD15-2015 |
| | Reference: | 22.3.1, 22.3.2 Addendum PD -2015 |



I. Purpose

The purpose of this directive is to establish guidelines regarding the general health and physical fitness of department employees.

II. Policy

It shall be the policy of the Lynchburg Police Department that employees maintain a level of physical fitness sufficient to:

- ensure adequate physical performance of their duties
- maintain a professional public image
- reduce risk of heart disease and hypertension.

III. Procedure

22.3.2

A. GUIDELINES FOR PERSONAL FITNESS

1. All department employees will comply with the City of Lynchburg *Drug Free Workplace Program*.
2. Officers, regardless of assignment or age, should maintain a level of physical fitness sufficient to enable them to adequately perform law enforcement duties.
3. It is recommended that officers in all assignments and ranks evaluate their physical fitness according to the basic physical skills that applicants for the position of police officer are required to display.
4. These physical requirements:
 - a. have been identified as essential skills for officers to be able to perform;
 - b. represent basic physical requirements that any officer may encounter at any time;
 - c. are set forth in an Addendum to this directive.
5. Physical fitness assessments and examinations will be conducted on any employee as deemed appropriate by the Chief of Police in evaluating:
 - a. applicants for LPD employment

- b. applicants for certain specialized assignments
 - c. employee fitness for duty
6. It is in each officers' best interest to maintain a level of physical fitness sufficient to:
 - a. enable the officer to perform law enforcement duties
 - b. reduce the effects of job-related stress
 - c. promote cardiovascular fitness.
 7. The City of Lynchburg/Police Department contracted health professional will provide guidance in establishing personal fitness goals as part of the officer's department physical examination.
 8. Any situation that officers are rendered physically incapable of properly performing their duties will be addressed according to existing written directives.
 9. All employees are encouraged to use the physical fitness equipment provided to them at the agency.
 - a. Employees should get a physician's clearance before starting any exercise / work-out program.
 - b. Employees may use the equipment as their schedules and job requirements allow.
 10. All employees are encouraged to participate in the City of Lynchburg's Health Management Program supervised by the City HR Department.

22.3.1**B. PHYSICAL EXAMINATION**

1. Each sworn employee will be required to take a comprehensive personal physical examination conducted by the City of Lynchburg Occupational Health Department.
 - a. These examinations will be at no cost to the officer and will be coordinated by the LPD Payroll and Benefits Coordinator.
 - b. These examinations may generally include the following elements:
 - 1) Laboratory blood screening for:
 - a. CBC, Lipid Panel, Complete Metabolic Panel
 - b. Thyroid Function Testing (based on age/necessity)
 - c. PSA Testing (based on age/necessity)
 - d. Immunizations (titers to Hep B,MMR,Hep A)

- 2) Immunization update (Flu, MMR, Tdap, Hep A/B-based on CDC Schedule and recommendations)
 - 3) Electrocardiogram (EKG)
 - 4) Blood pressure screening
 - 5) Hearing/Vision Screening
 - 6) Range of Motion/ Functional Checks
 - 7) Height/Weight Assessment with BMI
 - 8) Chest x-ray (as deemed medically necessary/appropriate)
2. Physical examinations will be scheduled according to officer age, as follows:
 - a. Under age 40 -- approximately every four years,
 - b. 40 through 44 -- approximately every three years,
 - c. 45 through 49 -- approximately every two years,
 - d. 50 and older -- approximately every year.
 3. As part of scheduled physical examinations, the health professional will:
 - a. review the results of each phase of the physical examination with the officer
 - b. identify any physiological condition, including excess weight, that could adversely impact the officer's health
 - c. counsel the officer regarding appropriate means of addressing any identified condition
 - d. schedule follow-up or referral examinations (at the officer's expense), as deemed necessary by the health professional and the officer.
 4. Height/weight relationship will be assessed by the health professional based upon a measurement system that:
 - a. compares weight to charted height, frame size, gender and age values
 - b. has been approved by the Chief of Police.
 5. The health professional will maintain all examination results as part of their medical files.

6. The health professional will notify the Chief of Police of any physiological condition that has been identified as having significant, adverse impact on an officer's ability to perform job duties.

Original Signed

Raul M. Diaz
Chief of Police

March 21, 2016

Date