HEALTH AND FITNESS

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<th>GENERAL ORDER</th>
<th>EFFECTIVE DATE</th>
<th>RESCINDS/AMENDS</th>
<th>APPLICABILITY</th>
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<td>42</td>
<td>May 9, 2019</td>
<td>June 6, 2018</td>
<td>All Members</td>
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References
Section 112.1815 F.S., 60L-34.0061(2), F.A.C.; IMPP 5.3, IMPP 6.1 AND IMPP 6.26; CFA 10.16M

1 POLICY

A The Division believes that a physically fit member enjoys image enhancement, increased attendance, the potential reduction of medical costs, and increased safety factors which significantly favor the ability of the member to safely perform functions and activities they may be called upon to do in the performance of their daily duties. The Division further wants to ensure a fit, healthy work force, and to assist members in developing and maintaining their physical fitness status and readiness to perform.

B It is the policy of the Division to encourage members to enjoy optimal fitness throughout their personal and professional lives, by becoming “fit for duty/fit for life”.

C It is the policy of the Division to stress the importance of fitness to:

(1) Reduce the likelihood of serious injury and illness by improving the physical conditioning and wellness of Division members.

(2) Increase member safety.

(3) Improve member work performance by reducing stress, obesity and other disorders associated with sedentary lifestyles.

(4) Provide guidance to Division members requiring or requesting assistance on physical fitness and health-related issues.

(5) Live a healthy life.

2 RESPONSIBILITIES

A It is the responsibility of each member of the Division to develop and maintain their physical fitness and readiness to perform the duties required for their position. This program may consist of:

(1) Medical screening: A screening of health risks for specifically identified positions.

(2) Fitness assessments: To assess health-related fitness areas.

(3) Fitness goal-setting: Counseling by trained instructors based on assessment results.

(4) Prescription: An individualized exercise and nutrition prescription based on the assessment.
(5) Education: Formal training to teach safe exercise.

(6) Feedback and Reinforcement: To assess results and insure involvement.

### 3 PROCEDURES

**A** The Division shall offer fitness assessments each year. Attendance and participation at a Division Fitness Assessment is voluntary, but all Division members are encouraged to participate. The assessments are based on the Division’s Physical Abilities Test (PAT).

**B** Such assessments may be administered by members of the Division or others who are trained and recognized as certified fitness instructors.

**C** The PAT shall be designed to evaluate each sworn member's physical readiness level, and shall consist of the following:

1. **Begin the course while seated on ground facing away from the course. When instructed, the member will stand upright, turn and begin to Run.**

2. **Run - Sprint/run 500 feet to the Hurdle.** (Tests quickness, speed, anaerobic and aerobic power. Related duty: sprint/run).

3. **Hurdle - Jump over four hurdles of various heights (12, 18, 12 and 24 inches) each spaced six feet apart without knocking the hurdle off its stand. If hurdle is knocked over the applicant must restart from the beginning of this event. Run 50 feet to Serpentine.** (Tests agility. Related duty: jump over obstacles while in pursuit).

4. **Serpentine - Run a serpentine route, which consists of 10 poles (cones). Two rows of five each placed 5 feet off center and 10 feet apart (front to back), starting with the right row with the left row staggered five feet between right row. The applicant must complete the serpentine in the proper sequence. Each pole will be clearly marked to indicate whether pole should be kept to the right or left side as they move through the event. If a pole is passed incorrectly the applicant will be told to stop and begin this event again from the start. Run 100 feet to Wall.** (Tests agility, balance and endurance. Related duty: run around obstacles while in pursuit).

5. **Wall - Climb over four-foot wall. In the event the applicant cannot clear the wall, a chair will be placed a distance of 50 feet from the wall. After one failed attempt to get over the wall the applicant may opt to retrieve the chair (with time running) and carry it to the Wall for use to clear the wall. Run 50 feet to Bucket Carry.** (Tests the ratio of upper body strength to bodyweight. Related duty: climb/vault wall/fence while in pursuit).

6. **Bucket Carry - Pick up kettlebell(s) (simulating 5-gallon buckets) each weighing 35 pounds and carry 100 feet to the Stairs.** The applicant may opt to carrying one kettlebell at a time in which case time will continue to record as they return to pick up and carry the second kettlebell to the STAIRS component. At the STAIRS component the applicant will place each kettlebell on a raised platform 32 inches in height (platform: W=32”, L=32”, H=32”). Once both kettlebells have been placed on the platform the applicant will begin to climb the **Stairs.** (Tests upper body strength, stamina and power. Related duty: pick up and carry and store gear, traps or buckets of confiscated items to truck).

7. **Stairs: Climb flights of stairs to a simulated height of three stories. At a self-paced cadence, the applicant will complete 70 steps (first foot up, second foot up, first foot down, second foot down = one step). Steps (up, up/down, down = one step) will be counted by a test administrator. (Stair box: W=32”, L=18”, H=8”) Run 50 feet to Dummy Drag.** (Tests muscular endurance/aerobic endurance. Related duty: run up/down stairs).

8. **Dummy Drag - Drag a dummy or weighted sled (150 pounds) a distance of 100 feet. Dummy is to be pulled by a strap attached to the dummy. Run 50 feet to Crawl.** (Tests endurance/stamina, and overall body strength. Related duty: drag person/object.)
(9) **Crawl** - Crawl (low crawl) under three markers placed approximately 30 inches from the ground at equal distances apart and spread of a distance of 15 feet without knocking the markers from their upright position. If marker is knocked over the applicant must restart this event from its beginning. Run 100 feet to **Ditch**. (Tests agility and flexibility. Related duty: crawl under obstruction).

(10) **Ditch** - Jump over and clear a marked area (Ditch) of 48 inches in length (simulated ditch/pit). Run 50 feet to **Balance Beam**. If applicant's foot touches either line marking beginning or end of ditch it is considered a failure to cross the ditch and the applicant will be expected to return to the start of this event and attempt one additional time only after which they may continue the course, if successful. (Tests balance and anaerobic power. Related duty: Jump/vault over ditch).

(11) **Balance Beam** - Cross balance beam (16 feet in length, six inches wide and 6 inches off ground). If applicant falls off at any point before completing the applicant must restart this event until successful. Run 50 feet to **Scuffle**. (Tests balance, leg strength, agility. Related duty: Maintain balance while performing job).

(12) **Scuffle** - A sled weighing 180 lbs. is pushed forward 20 feet and pulled/dragged/walked backward 20 feet to the starting point. This process is repeated three times. Run 100 feet to **Weapon Fire**. (Tests endurance/stamina and overall body strength. Related duty: scuffles with perpetrator).

(13) **Weapon Fire** - Place handgun held only by one hand through the metal ring (12 Inch Circumference) without touching the side of the ring. “Dry fire” a training handgun six times with each hand while holding the weapon with one hand and arm fully extended. Remove from and re-insert through the ring when changing hands. If weapon touches ring this single event must be repeated from start (either right or left hand depending on which hand is holding the weapon when it touches. Upon completion of **Weapon Fire** run 100 feet to **Finish**. (Tests motor skills. Related duty: use of firearm or other hand-held equipment after pursuit).

(14) **Finish** - The applicant will sit on ground facing the course and verbally state that the PAT course has been completed. (Tests memory under stress. Related duty: Recall of information).

D The Physical Fitness Award may be awarded to any member who participates in the Division’s Physical Abilities Test (PAT) and receives a time of 6:00 minutes or less at the annual Division’s Fitness Assessment in accordance with the Division’s Awards and Commendations Manual.

E **Use of Assigned Division Vehicles for Travel to Health and Fitness Facilities**

(1) Members may use an assigned Division vehicle for the purpose of traveling to and from a workout or exercise facility for physical fitness training within the limitations listed below:

   (a) Use of the assigned vehicle is limited to exercise facilities such as health clubs, fitness centers, gymnasiums, tracks, exercise trails, etc.

   (b) Use of the assigned vehicle must be either immediately prior to or immediately after the sworn member’s assigned work shift.

   (c) Members may also use their assigned vehicle to travel to an exercise facility during their assigned lunch hour.

   (d) The assigned vehicle shall not be utilized on those days when the sworn member is on leave or on scheduled regular days off.

   (e) Round trip mileage shall not exceed 10 miles.

   (f) Immediately after an exercise session, the sworn member must proceed to his/her duty assignment, work area, or residence, whichever is applicable.

   (g) Division vehicles are not to remain parked at an exercise facility for more than two hours.
(h) Sworn members using Division vehicles to travel to and/or from an exercise facility shall advise their communications center of their location, and arrival and departure times. Travel time to or from, and actual time spent at an exercise facility shall not be counted as time worked.

F Stress Management Procedures

(1) The Division is committed to a stress management program for its members. If a member detects stress-related behavior that is adversely affecting or may adversely affect his, her or another member's performance of duties, the Regional Commander or Section Leader shall immediately be notified so that appropriate action may be taken.

(2) Supervisors should be conscious of symptoms related to internal or external stress of members. Radical behavior changes manifested by an individual in any of the following areas, for example, should be considered as an indicator of potentially serious problems:

   (a) Productivity
   (b) Personality
   (c) Absenteeism
   (d) Bizarre behavior
   (e) Severe medical problems
   (f) Alcoholism or drug use

(3) Any member, upon noticing or becoming aware of unusual behavior patterns by any member that would indicate stress-related problems, shall immediately notify his or her immediate supervisor, Section Leader or Regional Commander. Regional Commanders and Section Leaders shall be responsible for documenting the unusual behavior patterns and making recommendations to the appropriate Deputy Director.

(4) Supervisors should always consider referral of the member who exhibits any of the above stress-related symptoms, or any other symptom that may be related to stress. The Commission’s Human Resources Office should be contacted for guidance.

G Mental Health

(1) Sworn members shall receive initial and periodic educational training related to mental health awareness, prevention, mitigation, and treatment to include post-traumatic stress disorder as described in section 112.1815(6) F.S.

   (a) Members seeking benefits of section 112.1815 F.S., shall comply with requirements of Chapter 440, Workers’ Compensation, F.S.

(2) Training shall either be provided and documented by the Division’s training section and maintained in the sworn member’s training record or provided and documented via PowerDMS.

H Fitness for Duty

(1) When the Division Director or a Deputy Director has been notified by a Regional Commander or Section Leader that a member may be unable to perform their duties in a competent, professional, and courteous manner due to physical illness, emotional illness, physical condition, or injury, the member may be required to submit to a medical examination by a physician pursuant to Rule 60L-34.0061(2), Florida Administrative Code, to determine fitness for duty.

I Sunscreen Usage

(1) The American Academy of Dermatology recommends that sunscreen be worn everyday if you will be outside and the sunscreen should be:

   (a) Broad-spectrum protection (protects against UVA and UVB rays).
(b) SPF 30 or higher.
(c) Water resistant.
(d) Used to generously coat all skin that will not be covered by clothing, approximately one ounce of sunscreen is needed to cover exposed areas of the body.
(e) Applied to dry skin fifteen minutes before going outdoors.
(f) Reapplied approximately every two hours, or after swimming, sweating, and according to the directions on the bottle.¹

(2) A sunscreen that offers the above helps to protect your skin from sunburn, early skin aging and skin cancer. However, sunscreen alone cannot fully protect you. In addition to wearing sunscreen, dermatologists recommend taking the following steps to protect your skin:

(a) Wear protective clothing such as a long-sleeved shirt, long pants, a wide-brimmed hat and sunglasses, when possible.
(b) Seek shade when appropriate, remembering that the sun’s rays are strongest between 10 a.m. and 2 p.m.
(c) Use extra caution near water, snow, and sand as they reflect the damaging rays of the sun, which can increase your chance of sunburn.
(d) Get vitamin D safely through a healthy diet that includes vitamin supplements. Do not seek the sun.

(3) Each regional Captain shall have a designee who purchases and makes available to their members a sunscreen with a minimum SPF factor of 30.

(4) If a member prefers a sunscreen other than the issued type, the member may purchase a sunscreen of their choice with the appropriate p-card approval or purchase with personal funds and be reimbursed for the amount of the expenditure. The following guidelines shall to be followed for reimbursement:

(a) Receive and attach the invoice for the purchased sun-screen to a completed “Reimbursement Voucher for Expenses Other Than Travel” (FWC C-676B).
(b) The “Reimbursement Voucher for Expenses Other Than Travel” must be reviewed and approved by an authorized supervisor prior to being submitted for payment.

4 FORMS

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<th>FORM NUMBER</th>
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<tr>
<td>FWC C676B</td>
<td>Reimbursement Voucher for Expenses Other Than Travel</td>
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¹https://www.aad.org/media/stats/prevention-and-care/sunscreen-faqs