

JOB DESCRIPTION



JOB TITLE: PATROL TEAM - CONSTABLE

DIVISION: OPERATIONAL SERVICES

APPROVAL:

CHIEF OF POLICE

DATE:

22 July 2010

GENERAL DESCRIPTION

This position has front line responsibility and is primarily tasked with responding to a variety of requests for service. These may include criminal or provincial offences, traffic enforcement concerns or matters dealing with municipal bylaws. The member in this position shall respond to and investigate all incidents to which they are dispatched and after thorough investigation either conclude the matter or refer it for more detailed investigation to another section within the Service.

ORGANIZATIONAL RELATIONSHIPS

- This position is under the direct supervision of the patrol sergeant.
- Must work closely within a team environment with other personnel on a patrol team.

PRIMARY FUNCTIONS/ACCOUNTABILITIES

- Enforce Federal and Provincial statutes and municipal bylaws.
- Investigate complaints and gather evidence to successfully conclude a file.
- Provide testimony in Court related to their investigations, executing warrants and providing community patrol for increased safety within the City.
- Provide crime prevention techniques and advice to the public, mediate disputes, provide traffic education and enforcement, crowd control at public events and regular checks on licensed liquor establishments.
- Work closely with allied community agencies in the provision of emergency and treatment services.

REQUIRED COMPETENCIES

- Excellent written and oral communication skills.
- Ability to remain calm and effective during emergency situations.
- Good understanding of the Service's community policing philosophy
- Good investigative skills and a good working knowledge of Federal and Provincial statutes and municipal bylaws.
- Contributes toward both individual and team development.

DESIRABLE TRAINING AND EXPERIENCE

- Good working knowledge of criminal and provincial statutes.
- Maintain a high degree of physical fitness
- Conducts himself/herself professionally and in accordance with proper police procedure.
- Ability to effectively and independently mediate disputes.
- Ability to remain calm during emergent situations.
- Ability to investigate cases they are assigned promptly and professionally.

Appendix A4.4.0a



Alberta Police Recruit Selection Guidelines

VISION REPORT – FORM For Police Constable Applicants



Alberta Justice and Solicitor General



Alberta

VISION REPORT

*Examination **MUST** have been completed within 12 months of application.*

NAME OF APPLICANT		SURNAME	GIVEN NAMES		INITIAL
ADDRESS OF APPLICANT					
CITY	PROVINCE	POSTAL CODE	DATE OF BIRTH YYYY MM DD		

VISION STANDARDS FOR POLICE OFFICER APPLICANTS

OPTOMETRIST / OPHTHALMOLOGIST	NAME OF OPTOMETRIST/OPHTHALMOLOGIST	DATE OF EXAMINATION YYYY MM DD
ADDRESS OF OPTOMETRIST / OPHTHALMOLOGIST		
		TELEPHONE NUMBER []
UNCORRECTED VISUAL ACUITY – NORMAL At least 20/40 (6/12) with both eyes open		APPLICANT STANDARD <input type="checkbox"/> YES <input type="checkbox"/> NO
FARSIGHTEDNESS – NORMAL Not greater than +2.00 D, spherocylindrical in the least hyperopic eye		APPLICANT STANDARD <input type="checkbox"/> YES <input type="checkbox"/> NO
BEST CORRECTED VISUAL ACUITY – NORMAL At least 20/20 (6/6) with both eyes open		APPLICANT STANDARD <input type="checkbox"/> YES <input type="checkbox"/> NO
COLOUR VISION – NORMAL Pass Ishihara (Book or Titmus) without any colour corrective (e.g. X-Chrom, Chromagen) lenses		APPLICANT STANDARD <input type="checkbox"/> YES <input type="checkbox"/> NO
<i>NOTE: Farnsworth Vision Test – is recommended for unsuccessful Ishihara Tests</i>		APPLICANT STANDARD <input type="checkbox"/> YES <input type="checkbox"/> NO
Pass Farnsworth D-15 without any colour corrective (e.g. X-Chrom, Chromagen) lenses		
LATERAL PHORIA FAR – NORMAL No more than 5 eso or 5 exo		APPLICANT STANDARD <input type="checkbox"/> YES <input type="checkbox"/> NO
If No – please provide additional information, which documents that the person is unlikely to experience double vision when fatigued or functioning in reduced visual environments...		
LATERAL PHORIA NEAR – NORMAL No more than 6 eso or 10 exo		APPLICANT STANDARD <input type="checkbox"/> YES <input type="checkbox"/> NO
If No – please provide additional information, which documents that the person is unlikely to experience double vision when fatigued or functioning in reduced visual environments...		

PERIPHERAL VISION Peripheral visual field limits with a 5 mm white target at 33cm (or a target with similar angular size with respect to the candidate's viewing distance) should be no less than the limits given below. In addition, no blind spots should be present within these limits other than the physiological blind spot. Limits for the various meridians are: <ul style="list-style-type: none"> • Temporal (0° meridian) 75° • Superior-temporal (45° meridian) 40° • Superior (90° meridian) 35° • Superior-nasal (135° meridian) 35° • Nasal (180° meridian) 45° • Nasal-inferior (225° meridian) 35° • Inferior (270° meridian) 55° • Inferior-temporal (315° meridian) 70° 		APPLICANT STANDARD <input type="checkbox"/> YES <input type="checkbox"/> NO	
OCULAR DISEASE – NORMAL Free from diseases that impair visual performance as indicated by the standards above, or will produce sudden, unpredictable incapacitation of the visual system.		APPLICANT STANDARD <input type="checkbox"/> YES <input type="checkbox"/> NO	
CORRECTIVE SURGERY		HAVE YOU EVER HAD CORRECTIVE SURGERY? <input type="checkbox"/> YES <input type="checkbox"/> NO	
PROCEDURE TYPE – Please indicate which procedure from the list below...		DATE OF PROCEDURE YYYY MM DD	
<input type="checkbox"/> Corneal Refractive Surgery	Allowed; however, the candidate must meet additional requirements and must provide specific documentation on vision stability and night vision using Recruit Selection Standards approved forms available through any Alberta Municipal Police Service, or from the Manager of First Nations Policing for the Alberta Solicitor General and Public Security.		
<input type="checkbox"/> Pseudophakic Intra-Ocular Lenses	Allowed; however, the candidate must meet additional requirements and must provide specific documentation on Alberta Police Recruit Selection Standards approved forms...		
<input type="checkbox"/> Phakic Intra-Ocular Lens Implants (Piol)	Certain designs are allowed; however, the candidate must meet additional requirements and must provide specific documentation on vision stability and night vision using the Alberta Police Recruit Selection Standards approved forms...		
<input type="checkbox"/> Orthokeratology, Corneal Transplants, and Intra-Stromal corneal Rings	Not allowed.		
NIGHT VISION – Only required if an Applicant had Corrective Surgery Obtain minimum scores on at least 2 of the 3 following tests (all testing is done binocularly with, or without, any spectacle or contact lens correction): <ul style="list-style-type: none"> • Bailey-Lovie Low Contrast Acuity in Room Illumination: minimum acuity of 0.20 logMAR • Bailey-Lovie High Contrast Acuity in Dim Illumination: minimum acuity of 0.30 logMAR • Bailey-Lovie Low Contrast Acuity in Dim Illumination: minimum acuity of 0.58 logMAR 		APPLICANT STANDARD <input type="checkbox"/> YES <input type="checkbox"/> NO	
SIGNATURE OF DOCTOR		DATE YYYY MM DD	
SIGNATURE OF APPLICANT		DATE YYYY MM DD	

Note: *All vision test results will be verified by a Pre-Employment Occupational Health and Safety Medical prior to employment.*

Appendix A4.4.0b



Alberta Police Recruit Selection Guidelines

SUPPLEMENTAL VISION REPORT – FORMS

For Police Constable Applicants



Alberta Justice and Solicitor General



Alberta

**Police Recruit Selection Guideline
Corneal Refractive Surgery Summary for all Candidates**

Candidate's Name:	Date:
Refractive Surgery Procedure Performed:	Date of Surgery:

	Summary from Previous Assessment ¹	Summary from Most Recent Assessment ¹
Date of Assessment:		
Time of Day: ²		
Uncorrected Visual Acuties Right Eye:		
Left Eye:		
Best Corrected Visual Acuties Right Eye:		
Left Eye:		
Subjective Refraction (Sphere and cylinder) Right Eye:		
Left Eye:		
Current Medication Related to the Surgery:		

¹These examinations must be at least 21 days apart.

²If the candidate has undergone radial keratotomy, then the two assessments must be at different times of the day.
These times should be at least 8 hours apart.

	Address:
Signature	
Ophthalmologist/Optomtrist's Name (Please print)	



Alberta

**Police Recruit Selection Guideline
Night Vision Testing Summary**

For either corneal refractive surgical procedures or Phakic Intra-Ocular lens implants

Candidate's Name:

Date of Assessment:

Test ¹	Visual Acuity	Pass/Fail
Room Illumination Bailey-Lovie Low Contrast Acuity Minimum requirement is at least 0.20 logMAR		
High Contrast Bailey-Lovie Acuity with Filters (after 5 min of adaptation) ² Minimum requirement is at least 0.30 logMAR		
Low Contrast Bailey-Lovie Acuity with Filters (after 5 min of adaptation) ² Minimum requirement is at least 0.58 logMAR		

¹All testing should be done binocularly

²The dark adaptation period is with the filters on. The candidate is required to dark adapt only once for the low luminance testing sequence

In order to meet the night vision standard, the candidate must pass two of the three tests.

OVERALL RESULT

PASS: _____ **FAIL:** _____

	Address:
Signature	
Ophthalmologist/Optometrist's Name (Please print)	



Alberta

**Police Recruit Selection Guideline
Pseudophakic Intra-Ocular Lens Surgery Summary**

Candidate's Name:	Date:
Type of intra-ocular lens:	Date of Surgery:

Summary from Most Recent Assessment				
Date of Assessment:				
Uncorrected Visual Acuities	Right Eye:		Left Eye:	
Best Corrected Visual Acuities	Right Eye:		Left Eye:	
Subjective Refraction (Sphere and cylinder)	Right Eye:		Left Eye:	
Is the candidate strabismus or likely to experience double vision?	<input type="checkbox"/> NO <input type="checkbox"/> YES (please elaborate)			
If the surgery was a clear lens extraction, was prophylactic laser surgery performed?				
YES NO N/A				
In your opinion has the candidate recovered sufficiently from the surgery in order to participate in strenuous activities? For example, dragging a 45 kg weight for 10 metres, lifting 30kg, running at high speed for 100 metres, climbing over fences or other obstacles, jumping over low obstacles.				
YES NO				
		Address:		
Signature				
Ophthalmologist/Optomestrist's Name (Please print)				



Alberta

Police Recruit Selection Guideline
Summary for Artisan Phakic Intra-ocular Lens Implant

Night Vision Testing is also required.

See Appendix 1 of the Guidelines for Examining Ophthalmologists/Optometrists

Candidate's Name:

Date:

Date of Surgery:

	3 Month Post Operative Assessment	6 Month Post Operative Assessment
Date of Assessment:		
Uncorrected Visual Acuities¹		
Right Eye:		
Left Eye:		
Best Corrected Visual Acuities		
Right Eye:		
Left Eye:		
Subjective Refraction^{1,2} (Sphere and cylinder)		
Right Eye:		
Left Eye:		
Appearance of crystalline lens		
Right Eye:		
Left Eye:		

¹Visual acuities and refractive errors between 3 and 6 months post-operative must be stable. Acuities are considered as being stable if the values are within ± 3 letters of each other at each visit. The refractive results are stable if the spherical component for each eye is within ± 0.50 dioptre and the cylindrical component is also within ± 0.50 dioptre for each eye for the two assessments.

Date that any lens opacities/vacuoles/cataracts were first noted²: _____

²If there are any lens opacities present within the first 6 months post operative or the refractive error has not been stable for at least 3 months, then the waiting period will be extended. Please consult **Appendix 3** for more details.

	Address:
Signature	
Ophthalmologist/Optometrists Name (Please print)	



Alberta

Police Recruit Selection Guideline
Summary for Artisan Phakic Intra-ocular Lens Implant

Night Vision Testing is also required.

See Appendix 1 of the Guidelines for Examining Ophthalmologists/Optometrists

Candidate's Name:

Date:

Date of Surgery:

	12 Month Post Operative Assessment
Date of Assessment:	
Uncorrected Visual Acuities¹	
Right Eye:	
Left Eye:	
Best Corrected Visual Acuities	
Right Eye:	
Left Eye:	
Subjective Refraction^{1,2} (Sphere and cylinder)	
Right Eye:	
Left Eye:	
Appearance of crystalline lens¹	
Right Eye:	
Left Eye:	

Date that any lens opacities/vacuoles/cataracts were first noted¹: _____

¹If there are any lens opacities present within the first 12 months post-operative, then the waiting period will be extended. Please consult **Appendix 3** for more details.

	Address:
Signature	
Ophthalmologist/Optometrists Name (Please print)	

Appendix A4.4.2



Alberta Police Recruit Selection Guidelines

HEARING REPORT – FORM

For Police Constable Applicants



Alberta Justice and Solicitor General

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Alberta

HEARING REPORT

*Examination **MUST** have been completed within 12 months of application.*

NAME OF APPLICANT	SURNAME	GIVEN NAMES	INITIAL		
	ADDRESS OF APPLICANT				
CITY	PROVINCE	POSTAL CODE	DATE OF BIRTH YYYY	MM	DD

HEARING STANDARDS FOR POLICE OFFICER APPLICANTS

AUDIOLOGIST / OTOLARYNGOLOGIST	NAME OF AUDIOLOGIST/OTOLARYNGOLOGIST:	DATE OF EXAMINATION YYYY	MM	DD
	ADDRESS OF AUDIOLOGIST/OTOLARYNGOLOGIST:			
			TELEPHONE NUMBER []	

PURE TONE THRESHOLDS IN HL	500	1000	2000	3000	4000
RIGHT EAR					
LEFT EAR					

PLACE A LARGE "X" IN THE APPROPRIATE BOX

I certify that the above named individual... ☐ Meets ☐ Does Not Meet
the hearing requirements for a Police Officer applicant as indicated in Unaided Criteria.

SIGNATURE OF TECHNICIAN/NURSE/DOCTOR	DATE YYYY	MM	DD
SIGNATURE OF APPLICANT	DATE YYYY	MM	DD

Note: All vision test results will be verified by a Pre-Employment Occupational Health and Safety Medical prior to employment.



ALBERTA POLICE RECRUIT SELECTION STANDARDS

SUPPLEMENTARY HEARING INFORMATION FOR AUDIOLOGISTS

The auditory requirements of a police constable's routine duties are such that the constable's life may depend on the ability to hear, localize and understand a variety of environmental and speech sounds, including soft sounds. The constable should hear well enough to avoid undue risk to bystanders and to herself/himself and to protect the public from harm

The hearing requirements of the Alberta Police Recruit Selection Standards were developed based on task and job analysis and an expert opinion. The standard is based on the recognition that, for the police constable, hearing acuity, word discrimination and sound localization are important dimensions of hearing competency required to perform job-related tasks safely and effectively.

Alberta Police Recruit Selection Standards – Hearing Standards

Unaided Criteria I

Pure-tone threshold measured under audiometric earphones shall not exceed 25dB HL in each ear at the following frequencies: 500, 1000, 2000, 3000 and 4000 Hz.

Unaided Criteria II

For each ear, pure-tone thresholds measured under audiometric earphones shall not exceed a four-frequency average (500, 1000, 2000, 3000 Hz) of 25dB HL, thresholds at none of these single frequencies shall exceed 35 dB HL and thresholds at 4000 Hz shall not exceed 45 dB HL. In addition, speech recognition scores shall be 88% or better in each ear at 50dB HL in quiet, using half lists (25 test words) of recorded monosyllabic words presented under standard audiometric earphones. The lists of Northwestern University Test No. 6 are to be used for word discrimination testing, to achieve consistency across test sites. Furthermore, speech recognition scores measured with both ears open in sound field shall be 68% or better at a 5+ signal-to-noise (S/N) ration, when a half-list (25 test words) of recorded monosyllabic words is presented at 50 dB HL. For measurement, both the word list and competing speech noise shall be presented at 0° azimuth (i.e. from one speaker located directly in front of the candidate).

Unaided Criteria IA

Pure-tone thresholds measured under audiometric earphones shall not exceed 40 dB HL in each ear at the following frequencies: 500, 1000, 2000, 3000; and shall not exceed 55 dB HL at 4000 Hz.

- If the standards are met the applicant can proceed to Aided Criteria with any hearing aid.
- If the application does not meet hearing standards, accommodation with a hearing aid is not allowed.

Aided Criteria

NOTE: Individual assessments by an audiologist are recommended for candidates with any type of hearing aid, who then must decide whether the candidate is able to perform within the CSS Hearing Performance Standard criteria established for the sound field.

For each ear, narrow-band or warbled-tone thresholds measured in a calibrated sound field at 0° azimuth shall not exceed a four-frequency average (500, 1000, 2000 and 3000 Hz) of 25 dB HL; thresholds at none of these single frequencies shall exceed 35 dB HL, and threshold at 4000 Hz shall not exceed 45 dB HL. Measurements shall be made monaurally in an audiometric sound field with the aided (non-test) ear plugged or, when necessary, effectively masked. (Measurements of aided threshold may also be expressed as real-ear aided response, using probe-microphone measurements with sound pressure levels appropriately converted to hearing levels). In addition, speech recognition scores in sound field shall be 88% or higher in each aided ear (with the non-test ear plugged or appropriately masked) using half-lists (25 words) or recorded, monosyllabic words (Northwestern University NU-6 lists) presented at 50 dB HL in quiet at 0° azimuth. Furthermore, monaurally or binaurally aided speech recognition scores measured in sound field shall be 68% or higher at a +5 dB S/N ration, when NU-6 half lists are presented at 50 dB HL. Both the word list and competing speech noise shall be presented at 0° azimuth. Hearing aids worn shall be adjusted to those settings used in the "Hearing Acuity" portion of this criterion.

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ALBERTA POLICE RECRUIT SELECTION STANDARDS

AUTHORIZATION FOR RELEASE OF INFORMATION

NAME OF APPLICANT	SURNAME	GIVEN NAMES	INITIAL
ADDRESS OF APPLICANT			
CITY	PROVINCE	POSTAL CODE	DATE OF BIRTH YYYY MM DD

I, _____, the undersigned, hereby authorize any person, employer, organization, or physician to provide any information, opinion, reports, records, documents or copies thereof in any form, which may be requested in connection with my application for employment with the Medicine Hat Police Service and any subsequent training.

Personal information about me will be used to assess my qualifications and suitability in relation to my application as a police officer as well as research purposes. I consent to the collection, use, disclosure, transmittal, and examination of all information compiled by the Medicine Hat Police Service.

Personal information about me that is obtained during the selection process, or any subsequent training and employment, may be disclosed to any law enforcement agency for the purpose for which it was obtained or for any other reason.

I agree to waive any right of action against any person or organization providing information or opinions in compliance with this authorization.

I hereby acknowledge and declare the terms of this authorization for release of information are fully understood by me.

SIGNATURES	SIGNATURE OF APPLICANT:	DATE: YYYY MM DD
NAME OF WITNESS:	SIGNATURE OF WITNESS:	DATE: YYYY MM DD
NOTE: The Witness must be 18 years or older		