


<b>POLICY 107.3</b>	<b>FLORIDA OFFICER CERTIFICATION EXAM</b>	
	REVISED:1/96,10/01,07/05, 10/05, <b>03/19</b>	RELATED POLICIES:
	CFA STANDARDS: <b>4.03, 13.09</b>	REVIEWED: AS NEEDED

**A. POLICY**

It is the policy of the Fort Lauderdale Police Department to comply with § 943.17, Fla. Stat., whereas each newly hired police officer, and out of state certified police officer, must meet the standards set by Florida Department of Law Enforcement Criminal Justice Standards and Training Commission (FDLE CJSTC). All sworn members must successfully complete the appropriate minimum state certification program prior to assignment in any capacity in which the member is allowed to carry a firearm or is in any position to make an arrest, except as part of a formal field training program.

**B. PURPOSE**

The purpose of this policy is to clarify the responsibilities of the City of Fort Lauderdale as well as the responsibilities of the new officer.

**C. TEMPORARY EMPLOYMENT AUTHORIZATION (TEA)**

1. Non Certified Officers (Recruits)
  - a. A Temporary Employment Authorization is granted by FDLE CJSTC to new police and reserve recruits while attending the academy.
  - b. Upon completing the academy and successfully passing all sections of the State Exam, the recruit will be a Florida Certified Police Officer.
2. Out of State Certified Officers
  - a. A Temporary Employment Authorization is granted by FDLE CJSTC to out-of-state certified police officers for the purpose of allowing him/her to function as a police officer prior to completing the required training.
  - b. Upon completion of the High Liability Course and successfully passing all sections of the State Exam, the officer will be Florida certified.
3. Probationary Period
  - a. If a new employee is hired as a non-certified police officer, the employee's probationary period will be a period of twelve (12) months of continuous service or two hundred fifty (250) actual work days following graduation from the police academy, whichever is greater, during which time the City will have the right to dismiss or retain the employee at its sole non arbitrational discretion. Upon expiration of the probationary period, the employee shall be deemed a regular employee whose seniority shall date back to his/her date of hire in the permanent position.

- b. If an employee is hired as a certified police officer, the employee's probation period will be a period of twelve (12) months of continuous service or two hundred fifty (250) actual workdays, from the employee's date of hire, whichever is greater.

**D. FLORIDA OFFICER CERTIFICATION EXAM**

1. Upon completion of an academy or the High Liability Course for Out-of-State Certified Officers, an officer is required to pass the Florida Officer Certification Exam. The initial exam fee will be paid by the City of Fort Lauderdale.
2. The Criminal Justice Institute will schedule the new officer for the first available CJSTC Exam Study Session and the Florida Officer Certification Exam. The officer is required to attend all study sessions on City time.

Test results notification - upon receiving test results notification, the officer must provide the Training Sergeant a copy of the results within two (2) days.

3. Retaking the Florida Officers Certification Exam
  - a. In the event an officer fails the exam, he/she must retake the exam.

At the direction of the Assistant Chief of the Support Services Bureau, the officer will work under the supervision of the Training Unit Sergeant.
  - b. The officer is required to apply with FDLE for the retaking of the examination within 30 days.
    - (1). In event the new officer fails to schedule or take the second or third exam, the officer will be terminated from employment.
    - (2). The officer must complete and sign the FDLE test application.
    - (3). The officer will be responsible to pay all fees for retaking the examination.
    - (4). Test results notification - upon receiving test results for the exam, the officer must provide the Training Sergeant with a copy of the results upon returning to work.
    - (5). In the event of a third failure of the exam, the officer will be terminated from employment.