

Chapter 5: Minimum Standards for Entry-Level Positions in the Police Department

All applicants must meet these standards and requirements as of the last date applications are accepted and subsequently throughout the selection process.

5.01 Age and Citizenship:

- a. Must be between the ages of 21 and 45 years of age by the date of the entry-level test. (approved 6/18/2009)
- b. Must be a United States Citizen.

5.02 Education:

- a. At the time of application, an applicant must meet one of the following criteria:
 1. Be a high school graduate; or
 2. Have a high school equivalency certificate (GED) and completed at least 12 hours at an accredited institution of higher education with at least a 2.0 cumulative total grade point average on a 4.0 scale; and (approved 6/18/2009)
- b. Must be able to speak, read and write the English language.

5.03 Military Service (if applicable):

- a. Has never received a dishonorable discharge.

5.04 Criminal History:

1. Cannot have been convicted for any offense above the grade of a Class B misdemeanor;
2. Cannot have been convicted for a Class B misdemeanor in the past ten years;
3. Cannot have been convicted for any type of family violence;
4. Cannot have knowingly, intentionally, or recklessly committed a felony offense as an adult, or have received an unadjudicated or deferred adjudication for a felony offense as an adult;
5. Cannot be on court-ordered community supervision or probation for any misdemeanor offense above the grade of a Class C misdemeanor;
6. Cannot have any unadjudicated or deferred adjudication for any misdemeanor offense above the grade of a Class C misdemeanor in the past three years, except for marijuana use; which is addressed under 5.06(a);
 1. In the event of a finding of an unadjudicated or deferred adjudication for an offense, the date the offense was committed will be used to calculate the time disqualification.
7. Cannot be the subject of any current arrest warrant above the grade of a Class C misdemeanor;

8. All Class C misdemeanor warrants must be cleared within fourteen (14) days of notification of the existence of the warrants;
9. Cannot have formal criminal charges above a Class C misdemeanor pending before the District Attorney's Office or Grand Jury; and
10. Cannot be prohibited by any state or federal statute from possessing a firearm;
11. If the facts necessary to establish that an affirmative defense to an offense existed at the time of the commission of the offense, the assumption for purposes of application will be that no offense occurred; (approved 6/18/2009)
12. In the event that an applicant receives a conviction, probations, or court-ordered community supervision for a criminal offense the date of conviction, probation, or community service is imposed will be used to calculate the time period. (approved 6/18/2009)
13. In the event that an applicant admits to the commission of a misdemeanor offense above the grade of a Class C misdemeanor in the past three years, except for marijuana use; which is addressed under 5.06(a), that admission may not be used for immediate disqualification but will be addressed by the oral review board as a possible disqualifier.

5.05 Driving Record:

1. Must possess a valid driver's license (All TCOLE requires);
2. Cannot have more than three convictions, pleas of guilty, or pleas of nolo contendere for hazardous moving violations in the last one year; or
3. Cannot have more than five convictions, pleas of guilty, or pleas of nolo contendere for hazardous moving violations in the last two years;
4. Cannot have pending or unresolved traffic citations from any agency or jurisdiction whose conviction would create a minimum standard violation; (approved 6/18/2009)
5. Cannot have more than two at-fault vehicle accidents in the last two years; and
6. Cannot have any license suspensions in the last one year.

5.06 Drugs/Narcotics:

The following prohibitions apply whether or not applicant has been charged or convicted for the stated conduct: (approved 6/18/2009)

1. No unlawful consumption of marijuana within the last two years, including edible products that contain THC as described in the Texas Health and Safety Code, THC Oil, or CBD Oils.
2. No unlawful consumption of paint, gases, glues, or other abusable chemicals within the last five years;
3. No unlawful consumption of any Texas Health and Safety Code Penalty Group 1-4 drugs within five years, except THC products which is addressed in 5.06(a), prior to the date of application;
Exceptions:
 1. Adderall (or an alternate drug normally prescribed for attention deficit disorder)-12 months if not prescribed to applicant.

2. Anabolic Steroids-Two years prior to application.
4. Consumption or delivery, without remuneration, of any medically prescribed drug, to the applicant or another, for purely medicinal purposes, will not be used to disqualify an applicant.

5.07 Physical Standards:

1. Must pass a physical ability assessment as prescribed by the Fort Worth Police Department and approved by the Civil Service Commission, showing the applicant is physically capable of performing the essential job functions of police officer.
2. Within 180 days before the date of employment, each applicant must be examined by a licensed physician who has been approved by the Commission and be declared in writing as:
 1. Being physically sound and free from any defects which may adversely affect the performance of duties as defined by the essential job functions appropriate to the type of licenses sought; and
 2. Showing no trace of drug dependency or illegal drug use after a physical examination, blood test, or other medical test.

5.08 Psychological Standard:

1. Within 180 days before the date of employment, each applicant must be examined by a licensed psychologist or psychiatrist and be declared in writing by that professional to be in satisfactory psychological and emotional health for licensing as a peace officer. The examination must be conducted pursuant to professionally recognized standards and methods and must be administered by an experienced professional who is a:
 1. Licensed psychologist or psychiatrist, appointed by the Commission; or
 2. Qualified psychologist exempt under licensure by the Psychologist Certification and Licensing Act, Section 22, who is recognized under exceptional circumstances, and appointed by the Commission.

5.09 Other Standards:

1. Must be of good moral character; (approved 6/18/2009)
2. Cannot have intentionally or knowingly provided false information related to the selection process;
3. Must meet all the requirements for licensing as specified by TCLEOSE, except the TCLEOSE section which states: Meet the minimum training standards and pass the commission licensing examination for each license sought;
4. Cannot currently have a delinquent student loan(s) unless an agreement in writing has been made with the financial institution to repay the delinquent loan. An applicant will be allowed thirty days following the posting date of the eligibility list in which to provide the documentation;
5. Must pass without deception a polygraph examination. The applicant will be considered to have passed the polygraph exam if the examiner concludes that no deception is indicated by the applicant's answers. If the applicant's answers are determined to be inconclusive, a second polygraph examination by another examiner will be offered. If the results of the second

examination are deemed inconclusive a third examination will be offered by a third examiner. If the results of the third examination are deemed inconclusive, it will be considered a minimum standard violation; and (approved 6/18/2009)

6. Must be current in payment of child support unless an agreement, in writing, has been made and filed with the appropriate court of jurisdiction; (approved 6/18/2009)
7. When the Civil Service Director authorizes a recruitment and examination in accordance with 6.04(a) of these rules, applicants must hold a current Texas Peace Officer License issued by the Texas Commission on Law Enforcement Officer Standards and Education, have served as a peace officer as defined in the Texas Code of Criminal Procedure, Article 2.12, and have at least two years of work experience in a law enforcement patrol capacity, answering calls for service and enforcing criminal laws. (approved 3/26/08)
8. Be competent to discharge the duties of the appointment or employment as a Police Officer, as defined by the essential functions of the job. (approved 1/25/23)

5.10 Definitions:

1. Consumption means the injection, inhalation, ingestion, or application of a substance to or into a human body.
2. Unlawful means a violation of State or local law, civil or criminal, at the time of the event and in the jurisdiction it occurred.
3. Adult is defined as a person 17 years of age or older.
4. Juvenile is defined as a person 10 years of age or older and under 17 years of age.
5. DWI or DUID commission is based on a preponderance of the evidence that demonstrates the applicant's driving capacity was sufficiently impaired by the induction of a substance into the body.
6. A person acts intentionally, or with intent, with respect to the nature of his or her conduct or to a result of his or her conduct when it is his or her conscious objective or desire to engage in the conduct or cause the result.
7. A person acts knowingly, or with knowledge, with respect to the nature of his conduct or to circumstances surrounding his conduct, when he is aware of the nature of his conduct or that the circumstances exist. A person acts knowingly, or with knowledge, with respect to a result of his conduct when he is aware that his conduct is reasonably certain to cause the result. (approved 6/18/2009)
8. A person acts recklessly, or is reckless, with respect to circumstances surrounding his conduct or the result of his conduct when he is aware of but consciously disregards a substantial and unjustifiable risk that the circumstances exist or the result will occur. The risk must be of such a nature and degree that its disregard constitutes a gross deviation from the standard of care that an ordinary person would exercise under all the circumstances as viewed from the actor's standpoint. (approved 6/18/2009)
9. Deferred adjudication is defined as when a court of competent jurisdiction, after receiving a plea of guilty or nolo contendere finds in the best interest of society and the defendant to defer further proceedings without entering an adjudication of guilt. Upon successful completion of conditions imposed by the court, the criminal charge is subsequently dismissed and there is no judgment of guilt entered in the matter.
10. Unadjudicated means any offense admitted during a sentencing hearing and taken into account by a court in another criminal matter pursuant to Section 12.45 of the Texas Penal Code, or an

equivalent federal procedure or statute, or any offense which is not formally filed or prosecuted in a state or federal court by virtue of an agreement allowing the accused to participate in any diversionary program which has been recognized or created by either the court or the prosecutor's office which provides for the non-filing or the Nolle Prosequi of a criminal case upon the condition that a person successfully complete any certain tasks or curriculum.

11. Community supervision means the placement of a defendant by a court under a continuum of programs and sanctions, with conditions imposed by the court for a specific period of time where criminal proceedings are suspended, deferred, or sentence is probated or suspended, whole or in part.
12. Probation means the person has received an unadjudicated or deferred adjudication probation for a criminal offense.
13. Conviction means the person has been adjudged guilty of or has had a judgment of guilty entered in a criminal case that has not been set aside on appeal, regardless of whether:
 1. The sentence is subsequently probated and the person is discharged from probation;
 2. The charging instrument is dismissed and the person is released from all penalties and disabilities resulting from the offense;
 3. The cause has been made the subject of an expunction order; or
 4. The person is pardoned, unless the pardon is expressly granted for subsequent proof of innocence.
14. Expunction means the legal process by which a person who has been placed under custodial or non-custodial arrest for the commission of either a felony or misdemeanor, has the arrest completely deleted from existence. Once an expunction order is issued by the court, all files and records of the arrest are destroyed. An expunged arrest, conviction, or acquittal does not qualify as a conviction. (approved 6/18/2009)
15. Commission of a crime means committing an act or failing to act when the person clearly knew or should have known the act or omission was illegal.
16. Hazardous Moving Violations are traffic violations as defined by the Texas Transportation Code or Texas Vehicle Law which directly relates to the operation of a motor vehicle in an unsafe manner. The following are considered to be hazardous moving violations (approved 6/18/2009)
 - Speeding;
 - Speeding School Zone;
 - No Seatbelt/Operator;
 - Child Restraint Violation;
 - Disobeying a Traffic Control Device;
 - Violation of Traffic Signal Device;
 - Failure Yield Right of Way;
 - Improper Turn;
 - Improper Passing;
 - Improper Lane Change;
 - No Turn Signal;
 - Failure to Obey Police Officer;
 - Driving on Wrong Side of Street;
 - One Way Street;
 - Exhibition of Acceleration;

- Racing;
- Leaving Scene of Accident;
- Following Too Closely;
- Unsafe Backing;
- Crossing Physical Barrier;
- Disregard Traffic Barrier;
- Coasting;
- Driving on Center Lane;
- Disregard RR Devices/Flagman;
- Unsafe Movement Right/Left;
- Crossing Median;
- Impeding Traffic;
- Failure to Control Speed to Avoid Collision;
- Passing School Bus;
- Cut through drive to avoid TCD;
- DUI Minor;
- Failure to Dim Lights;
- Failure to Stop for School Bus;
- Violations Against Pedestrian.