

Oklahoma Department of Agriculture, Food and Forestry
Forestry Services
Standard Operational Policies & Procedures

Section:	<u>Personnel</u>	Effective Date:	<u>January 1, 1983</u>
Subject:	<u>Pre-hire Physical Examination</u>	Date Modified:	<u>July 1, 2014</u>
Policy Number:	<u>2.2</u>	Approved by:	

Policy Title: Pre-hire Physical Examination

Policy Overview:

Since 1983, job specifications for several positions within the Forestry Services Division have required a pre-hire physical examination. The affected positions evolved over time to include the entire Forest Ranger job family. The intent of this requirement was and is to assure that persons hired as wildland firefighters are in good physical condition to enable them to safely perform arduous work under hazardous conditions. This policy will require successful candidates for the position of Forest Ranger to (1) undergo a standard physical evaluation, and (2) to submit to a National Wildfire Coordinating Group (NWCG) recognized work capacity test as outlined in OFS SOP 2.3.

Policy Statements:

- 2.2.1 Selected candidates for the position of Forest Ranger are required to undergo a **physical evaluation** and pass a **physical fitness test** prior to entering on duty. A poor physical evaluation or failure to pass the fitness test will eliminate the prospective employee from consideration.
- 2.2.2 Oklahoma Department of Agriculture, Food and Forestry, Forestry Services will select the physician and bear the cost of the physical evaluation. Travel costs to and from the physician will be the responsibility of the prospective employee.
- 2.2.3 One basis of the physician's evaluation and conclusions will be the candidate's ability to perform the functional requirements for the position of Forest Ranger. These are outlined in Appendix A of this policy, entitled "FUNCTIONAL REQUIREMENTS FOR WILDLAND FIREFIGHTERS." The second basis of conclusion is to ascertain the candidate's ability to safely participate in a NWCG standard work capacity test for fireline personnel.
- 2.2.4 Upon completion of the physical evaluation, the examining physician shall complete, sign and date a standard "Certificate of Physical Evaluation," (Appendix B) attach any related test results and return the entire package to the hiring Area Office. *A copy shall be made for the area files and the original forwarded to the OKC headquarters office for the permanent record.*
- 2.2.5 Upon receipt of the evaluation from the physician, the Area Forester shall schedule a formal work capacity test that meets all guidelines and standards outlined in OFS SOP 2.3.