

Reciprocity Application for Police Officer Employment

	is an applicant with The		
Police Depa	ertment.		
	sed the below listed items indicating compliance of this department with the minimum or police officers, as required by the Police Officer Standard and Training Commission		
<u>N/A</u> 1.	A completed Delaware Police Academy Application.		
2.	A Medical Background, which includes:		
	A Medical History/Physical Examination FormPhysicians AffidavitSubstance Abuse ScreenEye exam completed by a licensed Optometrist / OphthalmologistHearing test		
3.	The results of a validated Psychiatric/Psychological Testing, indicatin competency to perform law enforcement duties.		
4.	A copy of a High School Diploma/College Degree or Equivalency.		
5.	A certified copy of the applicant's driving record.		
6.	The results of a job-related written examination.		
7.	A letter indicating applicant's criminal history record check, including fingerprint obtained through and /or sent to the State Bureau of Investigation (SBI).		
8.	A copy of military service discharge papers.		
9.	A letter indicating the results of a background investigation.		
10.	A Liability Release Form.		
11.	First Responder and C.P.R. Certification (Delaware) for Fast Trackers only.		
12.	Firearms Certification (Delaware) for Fast Trackers only.		
All items m	ust be completed prior to an individual performing law enforcement duties.		
	ne of Chief of Police or t Head Signature (for Police Signature or Government Head Signature (for Police Chief applicant)		





ACADEMY EXEMPTION APPLICATION

(To be completed by applicant and reviewed by Chief of Police, Department Head, or Government Head)

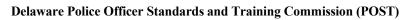
BASIC DEMOGRAPHIC				
Last Name First	Middle		D.O.B.	Age
Home Phone		Mobile P	hone	
Street Address	City		State	
Social Security Number	Marital Status □ M □ S □ W □ D	□ Sep.	Sex Assigned at	
	EDUCATION			
Level of Education (Select One)				
High School □ High School Diploma □ GED				
College ☐ Associate ☐ Bachelor's	☐ Master's ☐ Doctorate			
Name of High School		Dates Att	ended	
Name of High School		Dates Att	ended	
Name of College/University		Dates Att	ended	
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Name of College/University		Dates Att	ended	





	EMPLOYMENT HISTORY		
Name of Department (Currently	Applied For)		
Department Address		Department Phone Number	
Date of Employment (Or Anticip	pated Date)	Employment Type ☐ Full Time ☐ Part Time	
	☐ Seasonal		
Are you currently employed as a police officer? ☐ Yes ☐ No	police officer?		
Date of Hire	Date of Separation		
Reason for Separation			
APPLI	CANT'S OTHER PRIOR POLICE E (Most recent employment first)	XPERIENCE	
Name of Department			
D (CH.		D. (0 /:	
Date of Hire		Date of Separation	
Reason for Separation			
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Name of Department			
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Date of Hire		Date of Separation	
Reason for Separation			

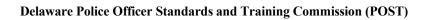






Name of Department		
Date of Hire	Date of Sepa	aration
Reason for Separation		
Total Number of Years Police Experience		
Have you ever obtained a training or certificate by fraud or deceit?	□YES	□NO
Have you ever been convicted of a felony or of a misdemeanor or any local, state, or federal criminal offense involving but not limited to theft, fraud, drugs, domestic violence, and/or any violation of public trust?	□ YES	□ NO
Have you been examined by a licensed psychologist or psychiatrist to determine psychological and emotional fitness for duty and the ability to fully exercise the powers and authority of a police officer?	□ YES	□ NO
Have you been examined by a licensed physician to determine physical fitness for duty and the ability to fully exercise the powers and authority of a police officer?	□ YES	□ NO
Have you ever been discharged from employment with a law enforcement agency for a breach of internal discipline; or tendered resignation prior to the entry of findings of fact concerning an alleged breach of internal discipline and found by the commission to have engaged in conducted constituting a breach of internal discipline for which you could have been legitimately discharged had you not resigned from your position prior to an adverse finding of fact being entered on the issue by the employing agency?	□ YES	□NO







☐ I fully understand that should I make a false statement any deception or fraud in my application, examination or are into any State of Delaware law enforcement agency, I will accepted into any State of Delaware law enforcement agencirregularity, or fraud in my application, examination, or in such acceptance may be revoked, and I may be dismissed.	ny of the procedures connected with my possible entry l not be accepted. I fully understand also that if I am cy or if then or thereafter there is found any illegality,
Name – Applicant	
Signature – Applicant	Date
☐ I hereby acknowledge that the above information is true	e and correct.
NAME – Chief of Police, Department Head, or Governme	nt
Head (For Chief of Police Applicants) Signature – Chief of Police, Department Head, or	Date
Government Head (For Chief of Police Applicants)	





RELEASE OF LIABILITY

TO BE COMPLETED BY APPLICANT		
I,	d any other Department/Agency/Individual who is from any liability in the case of illness or accidents	
NAME – APPLICANT		
SIGNATURE – APPLICANT	DATE	
TO BE COMPLETED BY DEPARTMENT		
The,	on (POST), the Delaware Police Academy, and any ected or associated with this training program from	
NAME – CHIEF OR DEPARTMENT HEAD	NAME OF POLICE DEPARTMENT	
SIGNATURE – CHIEF OR DEPARTMENT HEAD	DATE	
TITLE		





RELEASE OF INFORMATION

TO BE COMPLETED BY APPLICANT	
I,	nfidential or privileged nature, and to forward this
NAME – APPLICANT	
SIGNATURE – APPLICANT	DATE
I,	, hereby release you, your organization, or age, which may result from furnishing the information,
NAME – APPLICANT	
SIGNATURE – APPLICANT	DATE





MINIMUM STANDARDS FOR BACKGROUN INVESTIGATION REPORT

The following standards are the minimum required for Police Officer Background Investigations. A copy of the background investigation will be maintained by the department as specified by POST.

The minimum background shall be completed on candidates seeking employment as a law enforcement officer, officers seeking to change employment between police agencies in this state or seeking employment as a police officer in this state after having been employed in law enforcement outside of Delaware.

The report shall contain:

- 1. A personal interview shall be conducted with the applicant during the investigation.
- Candidate's personal information as well as a brief synopsis of the candidate's personal history to include name, address, DOB, SSN, marital status, children, and previous employment experience.
- 3. Criminal History, Military History, and PFA/Domestic Violence History: A printed DELJIS and NCIC Criminal History will be attached to the background investigation report as well as a copy of DD-214 discharge papers from any branch of the U.S. Military.
- 4. Education: High school and/or College Transcripts will be attached to the Background Investigation Report.
- 5. Medical Examination Report, conducted within 1 year prior to application, shall be attached to the Background Investigation.
- 6. Background Investigator's Comments: A brief synopsis of the findings of the background investigator conducting the investigation into the applicant's background. The synopsis shall include recommendations from the Background Investigator's for disqualification, or recommendations from the Background Investigator that applicant is acceptable.
- 7. Chief of Police Signature: The Chief of Police or his /her designee shall indicate, by signature, that they have reviewed the background investigation report prior to submission of the candidate to any police academy for recruit training.
- 8. Every effort shall be made to interview references and/or relatives, to include exspouses, in person. It is recommended that these interviews, whether in person or otherwise, be recorded and maintained with the background investigation report.





COMPREHENSIVE EXAMINATION

This packet of information has been developed to assist the police officer applicant in obtaining Delaware Certification of Training.

As adopted by the Police Officer Standards and Training Commission, effective January 1, 1988, all police officer applicants for Delaware Certification must successfully pass a comprehensive examination. The examination must be completed prior to seeking certification by the Commission.

The examination consists of 100 true/false or multiple-choice questions covering ten subject areas. The applicant must attain at least a 70% in each of the ten subject areas. Any area the applicant fails must be re-taken and passed prior to seeking certification by the Commission. Failure to successfully pass all ten areas prior to regularly schedule Commission meetings will result in the applicant not being certified to enforce the laws of the State of Delaware.

The ten subject areas and related topical information to be tested upon are:

CRIMINAL PROCEDURE

Presents a study of the basic fundamentals and procedures of investigation involving the more serious crimes. Includes establishment of the elements of burglary, robbery, auto theft, theft felony, homicide, and other major offenses such as gambling and organized crime.

A study of the more routine police criminal complaints covers techniques of investigating prowler, theft misdemeanor, plain drunk, obscene phone calls, domestic complaints, and other minor offenses.

LAWS OF ARREST

The legal foundation of laws governing and limiting the police officer's authority in the areas of arrest. This treatment shall be afforded with respect to: (1) the laws of arrest with or without warrants, arrest for misdemeanors and arrest for felonies, the elements of probable cause, and the disposition of persons after lawfully arrested; (2) the law applicable to criminal interrogation and resultant confessions under the 5th, and 14th Amendments of the Federal Constitution and; (3) the application of constitutional safeguards to electronic surveillance, chemical, and serological evidence.

SEARCH AND SEIZURE

Acquaint the officer with the rules and laws of evidence exercised in a court of law so that he may recognize what is legally admissible. He must be able to differentiate between the various types of evidence and be familiar with the rules concerning maintaining the chain of evidence. Covers the laws of search and seizure under the provisions of the 4th and 14th Amendments including the exclusionary rule and the elements of a "reasonable" search and seizure of persons (a) incidental to arrest; (b) under a search warrant; (c) with consent.





MOTOR VEHICLE CODE

The purpose of this course is to acquaint the officer with provisions of the Motor Vehicle Code Annotated. With this background, he may readily recognize a violation thereof and be able to: (1) define the elements of such violation and (2) know the nature of the evidence necessary to prove such violation in court.

PATROL PROCEDURE

The most important single function of the police; the prevention of crime, the protection of like and property, the preservation of peace, the enforcement of law, and the detection and arrest of violators of the law and the relationship of such purposes to the patrol function.

ACCIDENT INVESTIGATION

Develops the officer's skills in methods and techniques to be applied to this type of investigation, including measurements, photography, sketches, reporting, and interviewing of witnesses and driver, hit-and-run accidents, and manslaughter by motor vehicle cases.

COURTROOM PROCEDURE

The fundamentals of how to be most effective as a witness in court. Includes preparation of the case prior to courtroom presentation. Also, appearance, manner, and attitude in court and while waiting to testify.

INTERVIEW AND INTERROGATION

To teach the officer the approved techniques of interrogation so that he may fully develop information or evidence by conversation with witnesses and subjects. Emphasis on the legal limitation.

CRIMINAL CODE

This course should make the officer sufficiently familiar with the Code as to know all aspects of the most important and common violations and to know how to make ready reference to the Code for all other violations.

CRIME SCENE PROCEDURES

Teaches the officer the importance of properly recording an accurate and detailed account of things reported or observed by him/her during their investigation, the essential mechanics of recording his/her investigation in report form suitable to serve both as an aid to further investigation and to the preparation and development of prosecution.

This examination is designed as an "Open-Book" format utilizing 11 Delaware Code and 21 Delaware Code as annotated. The applicant is responsible for providing his/her own code books when taking this examination.

