## DENVER CIVIL SERVICE COMMISSION

## ENTRY LEVEL & LATERAL POLICE OFFICER EXAMINATION PROCESS\*

(REV. July 2020)

## PHASE I

## **Computerized Application**

Screens for Minimum Qualifications and Automatic Disqualifiers

## **Schedule Test Date**

#### PHASE II

#### **Computerized Written Test**

(Writing Ability and Human Relations Skills / Written Situational Judgement) Combined Score – Pass or Fail Passing Score in Announcement

#### PHASE III

#### Computerized Video Test

Video based Situational Judgements (100% of Total Test Score) and Behavioral Questionnaire

## PREFERENCE POINTS

# Add Veteran/Denver Sheriff Preference Points to Total Test Score

(5 or 10 Points)

#### Language Skill Assessment

May Conduct Skill Assessment for the Award of 2<sup>nd</sup> Language Oral Proficiency or Sign Language Proficiency Points (Assessment may be delayed if it will not impact selection for additional testing and screening.)

## Add Language Skill Preference Points to Total Test Score (5 Points)

Merge Applicant Final Scores onto Exam List

## Select Applicant Pool for Additional Testing and Screening

By Need and Score and Hogue Consent
Decree

#### PHASE IV

## Supplemental Application Form Background History Form

Review for Automatic Disqualifiers and Verify Age and Diploma/GED

## PHASE V Polygraph Examination

Pass or Fail

## PHASE VI Physical Ability Test

#### PHASE VII

#### Written Suitability Assessment

Tools used will include the CPI, Behavioral Questionnaire Supplemental Application, Background History Form, and the Polygraph Report

## PHASE VIII

**Oral Interview with Psychologist** 

## **Assessment and Rating**

Based on applicant personal data, test results and interview – Suitable or Unsuitable

Individuals receiving an "*Unsuitable*" rating (high risk) will be reviewed by the Commissioners and **may be** disqualified.

## PHASE IX

## **Preliminary File Review**

Based on Behavioral Questionnaire, Supplemental Application, Background History Form, Polygraph Report, Suitability Report, and/or Initial Background Investigation *Pass* or *Fail* 

#### PHASE X

## **Background Investigation**

(and Background Interview)
Tools used: Behavioral Questionnaire,
Polygraph Report, Suitability Report,
Applications, Background History Form
and other related documents

## PHASE XI

## **Commission Background Review**

Pass or Fail

## Applicants who pass Background are generally merged onto Eligible Register

Ranked by Final Exam Score

## **Executive Director of Safety Certification of Names**

Cadets, Reserves, Laterals and/or Civilians

## Commission Certifies Names from Respective Registers

Certified based on Rank and Hogue Decree

#### **DPD File Review**

Selected for Interview: Yes or No

## DPD Departmental Interview & Written Exer.

Recommended for Hire Strongly Recommended Not Recommended

## **Review by DPD Command Staff**

Recommendation

#### Review by EDOS

Conditional Job Offer or Passed Over by EDOS

## **DPD Fingerprinting & NCIC / CCIC**

## MEDICAL EVALUATION

## Drug Screen

Hair Follicle Testing

#### **Medical Examination**

Includes Health History Forms, Vision and Hearing Screening, Physical Exam and Lab Work

## **Psychological Examination**

MMPI-2 Psychological Test, Post Job Offer Questionnaire, with Review by Psychologist

Pass, Fail or Deferral of Post Job Offer Screening Based on New Data

## **Final Job Offers**

Made of EDOS or Applicant Passed Over or Applicant Deferred

#### HIRED

Appointed to Academy as Police Officer Recruit

#### **Examination Phase**

**EDOS Function Delegated to Commission** 

## **EDOS Function**

Administrative Function