

POLICE OFFICER TRAINING PAPERWORK CHECKLIST

The following documents must be submitted for enrollment in the New Mexico Department of Public Safety Training Center's Basic Police Officer Training Program, or New Mexico Regional Academy Program. **Incomplete applications will be returned.**

ITEMS REQUIRED BY ALL APPLICANTS

- ☐ **Form No. LEA-1** – Application for Admission/Certification.
- ☐ **Form No. LEA-2** – Employment Verification. Form must have original signatures.
- ☐ **Form No. LEA-3** – Medical Examination Procedures, Medical History Statement and Medical Selection Guidelines. Examination must be dated within one year prior to admission to applicable program. Must have original signatures. (pages 1-17).
- ☐ **Form No. LEA-4** – Current Psychological Examination. Form must have original signatures. Examination must include psychologist's narrative.
- ☐ **Form No. LEA-5** – Fingerprint Affidavit. Form must have original signatures. . **Submit only after FBI and DPS clearances have been received.**
- ☐ **Form No. LEA-6** – Applicant Affidavit. Form must have original signatures.
- ☐ **Form No. LEA-8** – Waiver of Liability. Form must have original signatures.
- ☐ **Form No. LEA-9** – Release of Information. Form must have original signatures.
- ☐ **Notarized** copy of high school diploma, G.E.D. certificate or college diploma.
- ☐ **Form No. LEA-12** – Applicant Affidavit of United States Citizenship **or** proof of U.S. citizenship issued by an official government agency. **Hospital birth records and baptismal records are not acceptable. Photocopies of birth certificates and Naturalization papers are not legal under New Mexico Law.**
- ☐ **Form No. LEA-14** – Physical Fitness Verification. Form must have original signatures.
- ☐ **Form No. LEA-15** - Training Certification for FIRST AID & CPR
- ☐ **Form No. LEA-16** - Applicant Affidavit of proof of possession of a current valid driver's license.
- ☐ **Form No. LEA-82** - Agency Employment Action. Form must have been previously submitted by employing agency or completed separately by visiting <https://www.lea.nm.gov/forms-documents> and clicking *Agency Employment Action (LEA-82)*
- ☐ **Notarized** copy of DD214 form (if applicant has had military service) must have character of service.

Mail Entire Packet to:
 New Mexico Department of Public Safety Law Enforcement Academy,
 ATTN: BASIC
 4491 Cerrillos Road, Santa Fe, NM 87507

DPS Use Only: DPS Use Only:

- ☐ Basic Bureau Review by: _____ Date _____
- ☐ Regional Academy Review by: _____ Date _____
- ☐ Incomplete - Returned to agency/academy Date returned: _____
- ☐ Approved by Deputy Director _____ Date approved: _____
- ☐ Date Permanent file created: _____ File number _____

☐ Acadis^(R) record created by: _____ Date _____

☐ Profile creation pending. Reason: _____

Academy Location: _____

Academy Dates _____

BASIC TRAINING AND RE-CERTIFICATION REQUEST

CHECK APPROPRIATE CATEGORY	
Law Enforcement Officer	Public Safety Telecommunicator
☐ NMLEA Basic Training ☐ Certification by Waiver of Previous Training ☐ Previously New Mexico Certified ☐ Previously Certified in another State ☐ NM Regional/Satellite Academy	☐ NMLEA Basic Public Safety Telecommunicator Training ☐ Certification by Waiver of Previous Training ☐ NM Regional/Satellite Academy

Please type or print all information. Incomplete applications will be returned.

Name:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">Last</td> <td style="width: 25%; text-align: center;">First</td> <td style="width: 25%; text-align: center;">Middle</td> <td style="width: 25%; text-align: center;">Maiden</td> </tr> </table>			Last	First	Middle	Maiden
Last	First	Middle	Maiden				
Date of Birth:	Place of Birth:	Social Security Number:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">Race:</td> </tr> <tr> <td style="padding: 5px;">Sex:</td> </tr> </table>	Race:	Sex:		
Race:							
Sex:							
Applicant Mailing Address:	Street or P.O. Box						
(Applicant Telephone Number) ()	City	State	Zip				
AGENCY NAME:							
Agency Contact Person:	Name/Title:	Telephone Number					
Agency Mailing Address:	Street or P.O. Box						
	City	State	Zip				
Date of Employment:	Date of L.E. Commission:	Job Title:					
I certify that the foregoing information supplied by me is true and correct.							
_____ Applicant Signature		_____ Date					
DPS Use Only	DPS Use Only						
☐ Registry Input Processed By _____	☐ Training Processed By _____						
☐ Certification #: _____	☐ Permanent File#: _____						
Retired Law Enforcement Officer:		☐ Yes ☐ No					

POLICE OFFICER EMPLOYMENT VERIFICATION

Please Print or Type

I, _____, Department Head Name certify that
_____, Applicant Name was
employed as a Law Enforcement Officer with my agency on _____ and
Month Day Year
is responsible for the prevention and detection of crime and the enforcement of penal,
traffic or highway laws of this State.

- ☐ If applicant is applying for **Certification by Waiver of Previous Training**, by checking this box, I attest to the fact that the applicant meets the New Mexico statutory and New Mexico Administrative Code requirements for admission and certification.

Section 29-7-6 NMSA 1978 (Repl. Pamp. 1997) & Section 29-7-10 NMSA 1978 (Repl. Pamp. 1997)
or
Article 7C Section 29-7C-3 NMSA 1978 (Repl. Pamp. 1997) & Article 7C Section 29-7C-6 NMSA 1978 (Repl. Pamp. 1997)
and
(10.29.1.10 NMAC, 10.29.6 NMAC, & 10.29.9.16 NMAC or 10.29.10.14 NMAC)

Department Head Signature _____

State of New Mexico }
County of }SS

On this _____ day of _____, _____, before me personally
appeared _____, Department Head known to me to be the person
whose name is subscribed to the above instrument and acknowledged the same to be
his/her own free act and deed.

Notary Public _____ My commission expires: _____

(SEAL)

MEDICAL EXAMINATION PROCEDURE

Prior to admission to a Basic Police Officer Training (BPOT) or Certification by Waiver of Previous Training (CBW) program at the Academy or an accredited regional/satellite academy, all applicants must undergo a medical examination conducted by a licensed physician. This examination must be conducted in accordance with the **10.29.9.17 NMAC MEDICAL REVIEW PROCEDURES**. The examination is considered valid for 1 year from date of examining physician's signature. The Academy will provide standard medical examination forms to be completed by the examining physician (pages 14-19 of this document).

The following are the minimum requirements for the medical examination:

Medical History

The applicant must complete, sign and date the Medical History Statement.

Physician's Examination

The examining physician will review the applicant's Medical History Statement and the Medical Selection Guidelines (10.29.9.17 NMAC) prior to completing, signing, and dating the Medical Examination Report.

Laboratory Tests

The following laboratory tests are mandatory:

(Test results outside of established norms must be recorded and explained on page 19 of this section.)

1. Blood Chemistry (Chem 20 or equivalent)
2. Complete Blood Count (CBC)
3. Complete Urinalysis (not Dipstick)
4. Serology (RPR or equivalent)
5. Tuberculosis (Mantoux)
6. Electrocardiogram (ECG) (Resting)
7. Chest X-ray (CXR) **Only required if #5 is positive.**
8. Drug Screen (THC, Cocaine, Amphetamines, Opiates, Barbiturates, Methadone, Methaqualone, Phencyclidine, Propoxyphene, Benzodiazepines, Alcohol, Anabolic Steroids)

Potentially Excludable Conditions

The term "Potentially Excludable Condition," as used in the Medical Selection Guidelines, means conditions and/or laboratory results outside of the established standard or generally accepted medical norms. Any potentially excludable condition must be identified and explained by the examining physician on a separate form.

Fitness Screening Standards

All BPOT applicants must demonstrate a minimum fitness level as measured by five tests that identify specific areas of physical fitness. These tests are measured at the 40th percentile and based upon standards established by the Institute for Aerobics Research. BPOT applicants must meet or exceed the passing score for each test to be enrolled in the Academy or an accredited regional/satellite academy. Fitness screening standards are listed in the Physical Performance Information Section. BPOT applicants are required to complete the 1.5 mile run and 300 meter run at the 60th percentile and the two agility courses prior to certification. CBW applicants are required to complete the 1.5 mile run and 300 meter run at the 50th percentile and the two agility courses prior to certification.

Review Physical Conditioning Program

The physical conditioning program involves exercise that focuses on cardio-respiratory endurance (aerobics), strength, power, speed, and neuromuscular coordination (agility, balance, etc.). Exercise sessions are both high intensity and high impact. Specific information on the Physical Conditioning Program is detailed in the Physical Performance Information Section.

Review Job Description, Essential Job Tasks, and Academy Related Physical Stresses

The examining physician will review the police officer description as well as the essential job tasks.

GENERAL STATEMENT OF DUTIES:

Under regular supervision, perform police services in accordance with the mission, goals, and objectives of the employing department and in compliance with governing state and local laws.

PRIMARY AND ESSENTIAL TASKS:

Crime Scene Response

Collect evidence and property from crime scenes; document chain of custody of evidence; locate witnesses to a crime; package evidence; secure crime scene; locate and protect latent evidence; establish security perimeter at major crimes, etc.

Respond and conduct preliminary investigation of events related to homicide, rape, robbery, fatal traffic accident, and death/bodies found.

Emergency Assistance

Administer cardio-pulmonary resuscitation (CPR) and mouth to mouth resuscitation; apply basic first aid to unresponsive/unconscious persons; and administer first aid to control bleeding and to treat for avulsions (loss of a limb by accident), fire or chemical burns, convulsions, diabetic reaction, electric shock, gunshot wounds, heart attack, overdose, poisoning and stab wounds.

Evacuate areas endangered by explosive or toxic gases, liquids, or other spilled materials, and evacuate buildings, vehicles and surrounding areas in response to bomb threats.

Mediate domestic disputes, and talk with persons attempting to commit suicide to get them to delay or stop their attempt.

Use protective gear to prevent contact with infectious diseases.

Emergency Vehicle Operation

Engage in high speed pursuit or response driving in congested areas, off road, and on open road. Operate vehicle in driving rain, on dirt-covered road, ice-covered road, or snow-covered road and transport prisoners.

Use of Force/Use of Deadly Force (Respond to calls and promptly analyze situations and apply the proper amount of force needed to effectively perform the job.)

Clean and inspect weapons; participate in firearms training; discharge firearm at person; draw weapon to protect self from third party; fire weapon in nighttime combat (not including training); and fire weapon in daytime combat (not including training).

Criminal Investigation

Interrogate suspects; interview complainants, witnesses, etc; summarize in writing the statements of witnesses and complainants; and participate in raids and searches.

Powers of Arrest and Control

Inspect patrol vehicle for weapons and contraband (e.g., after prisoner transport).

Execute arrest warrants; advise persons of constitutional rights; apprehend and place juvenile offenders in custody; arrest persons with or without a warrant; conduct field searches of arrested persons; conduct frisk and pat down; handcuff suspects or prisoners; search automobile incident to arrest, seize contraband, weapons and stolen property from suspects; break up fights between two or more persons; subdue physically attacking persons or persons resisting arrest; disarm violent armed suspect; and pull person out of vehicle who is resisting arrest.

Traffic Control

Administer field sobriety test; complete DUI/DWI arrest reports; execute stop of motor vehicle and approach and talk to operator and passengers; observe occupants of stopped vehicles to identify unusual or suspicious actions; execute felony motor vehicle stop; and stop vehicles to investigate, warn or arrest occupants.

Administrative

Write in-depth narrative reports containing complete sentences and paragraphs (e.g., investigative reports, supplemental/follow-up reports). Read and comprehend department policies and procedures and apply same to police practices.

Essential Physical Activities

1. Use body pressure points to control person.
2. Bend over/kneel to search under vehicle seat, etc.
3. Grip person tightly with one hand to prevent escape.
4. Disarm violent armed suspect.
5. Climb fire escapes.
6. Use body language to project control and influence situation.
7. Climb stairs in multiple story building.
8. Use voice commands to project control and direct actions.
9. Fire a weapon in dark environment with flashlight in one hand.
10. Search for a person in a darkened building or environment.
11. Hold a flashlight while performing various police duties.
12. . Strike a person with side-handled baton.
13. . Strike a person with a straight baton.
14. Extend arm to reach and search tight spaces.
15. Use hammer lock to hold person.
16. Use submission holds to control person.
17. Use hands to direct movement of multiple lanes of traffic.
18. Twist at waist to direct traffic.
19. Hold and swing battering ram to break door.
20. Hold person upright to prevent their falling, e.g., drunk.
21. Crawl on back to search under car/residence, etc.
22. Support person while walking to prevent their falling.
23. Bend/kneel to apply shackles, cuff, etc.

Physician's Certification

The examining physician must consider the following for each applicant:

- Medical History Statement
- Physical Examination
- Laboratory Results
- Potentially Excludable Conditions
- Fitness Screening Standards
- Essential Job Tasks
- Job Description
- Academy Related Physical Stresses

Subsequent to the review of the above, the physician will indicate one of the following:

1. The applicant **has passed** the minimum medical standards as established by the New Mexico Law Enforcement Academy Board without exclusions, or;
2. The applicant **has one or more potentially excludable conditions** from the minimum medical standards as established by the New Mexico Law Enforcement Academy Board, but **can perform the functions** of a law enforcement officer with accommodations (explanation attached), or;
3. The applicant **has one or more potentially excludable conditions** from the minimum medical standards as established by the New Mexico Law Enforcement Academy Board, and **cannot perform the functions** of a law enforcement officer (explanation attached).

Non-Conformance

If an applicant is found to possess:

1. A laboratory result or results outside of normal reference ranges, and/or;
2. Any "potentially excludable condition(s)" which has been identified on the appropriate form, examining physician will note the condition(s) and/or result(s) on the Medical Examination Report and indicate what accommodations, if any, can be provided to the applicant.

Applicants who are found to be in non-conformance will have their application reviewed by the physician and the employer. The employer will make a decision as to whether any particular proposed accommodation is acceptable and reasonable.

Academy Review

The Academy reserves the right to determine if the applicant has any condition(s) which may pose a direct threat to the applicant's safety and/or the safety of others in attending and participating in all aspects of the training program. Applicants who come to the Academy, either with or without accommodation(s), can be determined by the Director to possess a physical/medical condition that presents a threat to the applicant's safety and/or that of others. Admission to the Academy may be denied, provided no reasonable accommodations can be found.

Appeal

If an applicant considers him/herself protected by the Americans with Disabilities Act, and is rejected by the Employer, he/she may pursue recourse through the courts.

If an applicant is rejected due to a medical condition of particular severity, he/she can appeal to the Medical Review Board - which is a subcommittee of the New Mexico Law Enforcement Academy Board.

If the Academy Director has rejected the applicant, he/she may appeal to the Medical Review Board. In this instance, the Director, who is a member of the Medical Review Board, shall excuse him/herself from the appeal.

Refer to 10.29.9.17 NMAC for additional information concerning Medical Review Procedures.

PHYSICAL PERFORMANCE INFORMATION

The applicant being examined must obtain a medical clearance to participate in the Basic Police Officer Training (BPOT) or Certification by Waiver of Previous Training (CBW) program at the Academy or at an accredited regional/satellite academy. Both programs require a certain level of physical activity as follows:

- (1) Fitness Standards, screening for BPOT and certification for BPOT and CBW
- (2) Agility Courses
- (3) Academy Related Stressors:
 - (a) Physical Conditioning Program
 - (b) Defensive Tactics Training
 - (c) Firearms Training
 - (d) Academic Requirements

1. Fitness Standards

Prior to entering a BPOT the applicant is screened for a minimum fitness level as measured by a battery of five tests with two potential alternates. These tests are based upon the 40th percentile as established by the Institute for Aerobics Research. Applicants must meet the minimum standard or they will be dismissed from the BPOT program. BPOT applicants are required to complete the 1.5 mile run and 300 meter run at the 60th percentile and the two agility courses prior to certification. CBW applicants are required to complete the 1.5 mile run and 300 meter run at the 50th percentile and the two agility courses prior to certification. See pages 6 and 8.

2. Agility Courses

The applicant must perform simulated job tasks while wearing a ten (10) lb. weight, which represents standard duty equipment. **Agility Course 1 - Pursuit:** must be completed in 3 minutes and 5 seconds. **Agility Course 2 - Rescue:** must be completed in 42 seconds. See page 7.

3. Academy-Related Physical Stressors:

3a. Physical Conditioning Program

The BPOT fitness program involves a minimum of 1 hour per day, 3 days a week. The program focuses on cardio-respiratory endurance (aerobics), strength, muscular endurance, speed, agility and balance. Exercise routines may consist of sprinting, long-distance runs of 3 to 5 miles, circuit training calisthenics, a circuit containing agility exercises, a circuit containing power exercises, lifting free weights, floor aerobics and step aerobics. Exercise sessions are both high intensity and high impact.

3b. Defensive Tactics Training

This training will include mat impacts from takedown techniques, aerobic body activity, joint stretching and full range of motion movement. Leg stress may result from kneeling, twisting, turning, standing up and standing for long periods of time. Body stress may result from trunk twisting, bending, hand and grip strength, finger/hand dexterity and eye/hand coordination exercises.

3c. Firearms Training

Applicant needs the ability to maintain continuous good balance, stand for long periods of time, hold a three pound object in an extended arm position long periods, moderate to strong gripping ability, good finger and hand dexterity. Applicant will also need average or above average eye and hand coordination, kneeling ability, and possess uncorrected or corrected visual acuity of 20/30 in both eyes combined.

3d. Academic Requirements

Applicant will sit for long periods of time and maintain a forward leaning position at a table or desk and must possess normal hearing ability, normal writing dexterity and writing ability.

ENTRY FITNESS STANDARDS

#1 Upper Body Strength

1 minute maximum number of push-ups

15 repetitions

#2 Muscular Endurance ¹

minute maximum number of sit-ups

27 repetitions

#3 Aerobic Power

1 % mile run

Above 6000 feet 15:54 (minutes:seconds)

Below 6000 feet 15:14 (minutes:seconds)

#4 Anaerobic Power

300 meter run

71·0 (seconds)

MID-POINT FITNESS STANDARDS

#1 Upper Body Strength

1 minute maximum number of push-ups

20 repetitions

#2 Muscular Endurance ¹

minute maximum number of sit-ups

32 repetitions

#3 Aerobic Power

1 % mile run

Above 6000 feet 15:04 (minutes:seconds)

Below 6000 feet 14:24 (minutes:seconds)

#4 Anaerobic Power

300 meter run

67·0 (seconds)

EXIT PHYSICAL AGILITY STANDARDS

Course #1 - Pursuit and Control

Officer is seated in his/her vehicle with seatbelt in use and wearing a 10-pound weight belt around waist to simulate gunbelt.

As the timed exercise begins the officer will:

A- Undo seatbelt and open the vehicle door.

B- Run 30 feet and open building door.

C- Cross threshold (4 feet) and run up two flights of stairs and pause for 60 seconds.

Rise & Run of 7"x11" is standard, 8"x10" or 6"x12" are acceptable variations. Standard floor landings are 10' high. It is appropriate, if only one floor is available, to run up, run down, run up and pause for 60 seconds. There is no restriction on how the officer negotiates the stairs. Run down the stairs and out the door.

D- Run 100 feet from door to a 5-foot high platform, run up steps to the top of the 5-foot platform and jump down. A ladder or ramps are acceptable variations to getting on top of the platform.

E- Run 37.5 feet, turn & reverse, run 37.5 feet, turn & reverse, run 25 feet to a 6 foot high wall and scale it. The wall is constructed of cinder block, unpainted with a smooth top. If the applicant chooses, he or she may drag a rigid aid or object 10 feet from the side of the wall and use it as a platform to scale the wall. The rigid aid or object will have handles, a flat top, weigh 50 lbs. and be 25" tall.

F- After scaling the wall, run 50 feet to a handcuff/arrest simulator, pull arms down, touch ends and hold for 60 seconds. Arrest simulator is 5' high with 60-lbs. resistance in right arm and 40 lbs. in left arm. End of exercise.

Time - 3 min. 5 sec.

Course #2 - Rescue

Officer is standing at starting point wearing a 10-pound weight belt around waist to simulate gunbelt.

On signal the officer will:

A- Run 30 feet straight ahead and jump across a 4-foot wide barrier. The barrier is low to the ground, e.g. ditch, highway divider, etc.

B- Run 12.5 feet and climb, jump or hurdle over a 3-foot high barrier. The barrier is to resemble a fence or low wall, no more than 4" wide and at least 8' long made of metal or wood.

C- Run 12.5 feet to the back of vehicle equivalent to a full-sized police vehicle and push it 30 feet on a flat surface in the direction of a clear area where a victim extraction will take place. The car is occupied by a dummy (victim) wearing a seatbelt and weighing 190 lbs.

+ or - 10 lbs. The dummy **must** meet standards established by the NMLEA.

D- Approach victim's door, open the door, undo seatbelt, pull victim out of the vehicle and drag them 20 feet perpendicular to the direction of the vehicle. End of exercise.

Time - 42 sec.

EXIT FITNESS STANDARDS - 60TH PERCENTILE

Aerobic Power

1.5 mile run (in minutes/seconds)

Age	Male	Female
<20	11:27	13:25
20-29	11:27	13:25
30-39	11:49	14:33
40-49	12:25	15:17
50-59	13:53	17:19
60+	15:20	18:52

Apply altitude adjustments as appropriate from chart on page 6.

Anaerobic Power

300 Meter Run (in seconds)

Age	Male	Female
<20	54.0	61.0
20-29	54.0	61.0
30-39	55.0	71.0
40-49	64.0	79.0
50-59	74.0	79.0
60+	74.0	79.0

EXIT FITNESS STANDARDS - 50TH PERCENTILE

Aerobic Power

1.5 mile run (in minutes/seconds)

Age	Male	Female
<20	11:58	14:15
20-29	11:58	14:15
30-39	12:25	15:14
40-49	13:05	16:13
50-59	14:33	18:05
60+	16:19	20:08

Apply altitude adjustments as appropriate from chart on page 6.

Anaerobic Power

300 Meter Run (in seconds)

Age	Male	Female
<20	56.0	64.0
20-29	56.0	64.0
30-39	57.0	74.0
40-49	67.6	86.0
50-59	80.0	86.0
60+	80.0	86.0

MEDICAL HISTORY STATEMENT

1. Have you been medically examined for employment in this agency before? ☐ Yes ☐ No If " Yes," your name at the time? _____																											
2. Please list all medications you regularly use, including vitamins, birth control pills, laxatives, aspirins, antihistamines, tranquilizers, and weight reducing aids.																											
3. Please list any medicines you have taken in the last two months (<i>prescription and non- prescription</i>).																											
4. Name any drugs to which you may have ever had an allergic reaction.																											
5. Please list any other substance to which you are allergic, including food, insect stings, etc.																											
6. Please list your last three hospitalizations, beginning with most recent (<i>excluding routine childbirth</i>).																											
Reason	Hospital/City	Month	Year																								
Reason	Hospital/City	Month	Year																								
Reason	Hospital/City	Month	Year																								
7. Please list any operations you may have had which are not listed above.																											
Have you ever been exposed to any of the following, whether at home, work, or in any other setting? <table style="width: 100%;"> <tr> <th style="width: 10%;"></th> <th style="width: 10%;">Yes</th> <th style="width: 10%;">No</th> <th></th> </tr> <tr> <td>8.</td> <td>☐</td> <td>☐</td> <td>Prolonged loud noises?</td> </tr> <tr> <td>9.</td> <td>☐</td> <td>☐</td> <td>Substances which irritated your skin or eyes?</td> </tr> <tr> <td>10.</td> <td>☐</td> <td>☐</td> <td>Sprays or powders for insects or plants?</td> </tr> <tr> <td>11.</td> <td>☐</td> <td>☐</td> <td>Prolonged X-rays or other radiations?</td> </tr> <tr> <td>12.</td> <td>☐</td> <td>☐</td> <td>Dusty conditions such as sandblasting, grinding or drilling of rock, coal, silica, asbestos, or asbestos products?</td> </tr> </table>					Yes	No		8.	☐	☐	Prolonged loud noises?	9.	☐	☐	Substances which irritated your skin or eyes?	10.	☐	☐	Sprays or powders for insects or plants?	11.	☐	☐	Prolonged X-rays or other radiations?	12.	☐	☐	Dusty conditions such as sandblasting, grinding or drilling of rock, coal, silica, asbestos, or asbestos products?
	Yes	No																									
8.	☐	☐	Prolonged loud noises?																								
9.	☐	☐	Substances which irritated your skin or eyes?																								
10.	☐	☐	Sprays or powders for insects or plants?																								
11.	☐	☐	Prolonged X-rays or other radiations?																								
12.	☐	☐	Dusty conditions such as sandblasting, grinding or drilling of rock, coal, silica, asbestos, or asbestos products?																								
Have a bad reaction to: <table style="width: 100%;"> <tr> <td style="width: 10%;">13.</td> <td style="width: 10%;"> ☐ ☐ </td> <td style="width: 80%;">High environmental temperatures?</td> </tr> <tr> <td>14.</td> <td> ☐ ☐ </td> <td>Low environmental temperature?</td> </tr> </table>				13.	☐ ☐	High environmental temperatures?	14.	☐ ☐	Low environmental temperature?																		
13.	☐ ☐	High environmental temperatures?																									
14.	☐ ☐	Low environmental temperature?																									

MEDICAL HISTORY STATEMENT

	Yes	No	
15.	☐	☐	Have you been rejected by the military for health reasons?
16.	☐	☐	Were you ever in the Armed Services? If "Yes", please enter the following:
17.	☐	☐	Did you receive a medical discharge?
Have you ever had a claim for the following:			
18.	☐	☐	An occupational disease?
19.	☐	☐	An industrial accident?
20.	☐	☐	Have you any claim now pending for the above?
If you have ever had or now have any of the following, please check the appropriate spaces.			
			Yes No
21.	☐	☐	Tuberculosis
22.	☐	☐	Pneumonia
23.	☐	☐	Bronchitis
24.	☐	☐	Emphysema
25.	☐	☐	Asthma
26.	☐	☐	High Blood Pressure
27.	☐	☐	Heart Murmur, Heart Disease
28.	☐	☐	Rheumatic Fever
29.	☐	☐	Encephalitis, Meningitis
30.	☐	☐	Epilepsy, Convulsions
31.	☐	☐	Glaucoma
32.	☐	☐	Duodenal or Stomach Ulcer
33.	☐	☐	Gall Bladder Trouble
34.	☐	☐	Liver Trouble or Hepatitis
35.	☐	☐	Hiatal or Diaphragmatic Hernia
36.	☐	☐	Sickle Cell Disease
37.	☐	☐	Anemia
38.	☐	☐	Diabetes (Sugar Disease)
39.	☐	☐	Kidney Disease
40.	☐	☐	Rheumatism
41.	☐	☐	Varicose Veins
42.	☐	☐	Phlebitis
43.	☐	☐	Hay Fever
44.	☐	☐	Typhoid Fever
45.	☐	☐	Scarlet Fever
46.	☐	☐	Valley Fever (Coccidioidomycosis)
47.	☐	☐	Histoplasmosis
48.	☐	☐	Venereal Disease (VD, Syphilis, Gonorrhea)
49.	☐	☐	Cancer
50.	☐	☐	Hyperthyroidism
51.	☐	☐	Hypothyroidism
52.	☐	☐	Allergic Rhinitis
53.	☐	☐	Other (Explain Below)
54.	☐	☐	Have you gained or lost more than 10 pounds in past two years without trying to do so?
55.	☐	☐	Have you had any changes in your appetite in the past six months?
56.	☐	☐	Have you noticed unusual fatigue or weakness recently?
57.	☐	☐	Have you been told by a doctor that you had trouble with your thyroid gland?
58.	☐	☐	Have you noticed changes in your hair or skin color or texture?
59.	☐	☐	Have you had changes in the size or color of a mole (dark growth) or wart in past year?
60.	☐	☐	Do you have a skin rash, burning, itching or other skin sensitivity?
61.	☐	☐	Have you had any skin cancers removed?
62.	☐	☐	Have you had bleeding gums in the past year?
63.	☐	☐	Do you have frequent nosebleeds for no apparent reason?
64.	☐	☐	Do you frequently have sinus trouble?
65.	☐	☐	Do you have colds more than twice a month?
66.	☐	☐	Have you ever coughed up blood?

MEDICAL HISTORY STATEMENT

	Yes	No	
67.	☐	☐	Have you had a chest X-ray in the past two years?
68.	☐	☐	Do you often cough up a large amount of mucus?
69.	☐	☐	Have you ever had a positive TB (Tuberculosis) skin test?
70.	☐	☐	Do you have unusual shortness of breath?
71.	☐	☐	Do your ankles or feet often swell?
72.	☐	☐	Have you had a feeling of pressure or tightness in your chest in the past year?
73.	☐	☐	Have you had a pain in your chest in the past year?
74.	☐	☐	Do you sometimes wake up at night short of breath?
75.	☐	☐	Do you get pains or cramps in the back of your legs while walking?
76.	☐	☐	Do you get pains or cramps in your legs at night?
77.	☐	☐	Do you smoke cigarettes? How many per day _____?
78.	☐	☐	Do you use any forms of tobacco?
79.	☐	☐	Do you sometimes have severe soaking sweats at night?
80.	☐	☐	Have you had an electrocardiogram (ECG,EKG) in the past two years?
81.	☐	☐	Do you suffer from indigestion or heartburn?
82.	☐	☐	Is swallowing painful or difficult for you?
83.	☐	☐	Do you frequently have pain in your stomach or abdomen?
84.	☐	☐	Do you frequently take antacid medications, such as Tums or Alka Seltzers?
85.	☐	☐	Have you vomited blood or coffee ground-like materials?
86.	☐	☐	Have you ever had jaundice?
87.	☐	☐	Are your bowel movements ever black or bloody?
88.	☐	☐	Are your bowel movements ever painful?
89.	☐	☐	Have you ever had hemorrhoids?
90.	☐	☐	Do you frequently get up at night to urinate (pass water)?
91.	☐	☐	Do you ever have difficulty stopping or starting urination?
92.	☐	☐	Have you had pain or burning with urination?
93.	☐	☐	Has your urine ever been red, black, brown, or bloody?
94.	☐	☐	Have you ever been told by a doctor that you had sugar or pus in your urine?
95.	☐	☐	Have you ever had a bladder or kidney infection?
96.	☐	☐	Have you ever passed kidney stones or gravel?
97.	☐	☐	Have you ever had a hernia (rupture)? If "Yes", was it surgically repaired?_
98.	☐	☐	Have you ever had a minor back sprain? If "Yes," please answer the following: How many times have you had an attack of this condition?_ How many days were you unable to work because of this condition?_
99.	☐	☐	Have you ever had a severe back injury or episode of severe back pain? If "Yes," please answer the following: How many times have you had an attack of this condition?_ How many days were you unable to work because of this condition?_
100.	☐	☐	Have you ever had problems with low back pain?
101.	☐	☐	Have you ever had a problem with any bones or joints, including fractures, dislocations, limitation of movement, stiffness, or pain? If "Yes," please describe the problems: _____
102.	☐	☐	Have you had any fainting spells or seizures?
103.	☐	☐	Have you had a skull fracture or a head injury which made you unconscious?
104.	☐	☐	Do you suffer from migraine headaches or other bad headaches?
105.	☐	☐	When you have a headache is it relieved by aspirin?

MEDICAL HISTORY STATEMENT

106. ☐ ☐ Do you have earaches or ear infections often?
107. ☐ ☐ Do you have ringing or buzzing noises in your ear?
108. ☐ ☐ Do you sometimes have difficulty hearing what is said to you?
109. ☐ ☐ Have you had any serious eye infection or injury?
110. ☐ ☐ Does your eye sight ever blur?
111. ☐ ☐ Have you had any sudden loss in your vision?

MEN ONLY_

112. ☐ ☐ Have you ever been told by a doctor that you had prostate trouble?
113. ☐ ☐ Have you ever had an infection in your prostate gland?
114. ☐ ☐ Have you ever had swelling or pain in your scrotum or testicles?

WOMEN ONLY_

115. ☐ ☐ Do you have monthly menstrual periods?
116. ☐ ☐ What was the date of your last period?_

117. ☐ ☐ Are your menstrual periods painful?
118. ☐ ☐ When was your last pap smear?_

119. ☐ ☐ Have you ever noticed any unusual lumps in your breasts?
120. ☐ ☐ Have you ever noticed a discharge from your nipples when you were neither pregnant nor nursing?

121. ☐ ☐ How many times have you been pregnant?_
122. ☐ ☐ Have you ever had complications during pregnancy or following the delivery of a child?

-
123. Describe anything else which you feel may be important in your medical history, including any conditions not specifically referred to in the preceding questions.

I certify that all statements in this Medical History Statement are true and complete, and I understand that any misstatements of material facts may subject me to disqualification or dismissal.

Signature in Full

Date Statement Completed

**PHYSICIAN - please mark box if condition exists. Also, initial sections indicating examinations performed.
 DO NOT LEAVE ANY SPACES BLANK. If not applicable, enter "N/A".**

Applicant Name (Last, First, Middle)											
<u>SECTION TWO</u> <u>Ears and Hearing</u> Minimum Hearing Standards for Police Officers The average hearing level (HL) at the test frequencies, 500, 1000, and 2000 Hz will not exceed 25dB in either ear, and no single hearing level will exceed 30 dB at any of these test frequencies in either ear. See 10.29.9.17 G.(2) NMAC MEDICAL REVIEW PROCEDURES for specific measurements. Hearing loss at 3000 Hz will not exceed 40 dB HL in either ear. In such cases, Recourse Testing of speech discrimination ability using phonetically balanced word lists in the presence of noise may be conducted. The agency must then submit an LEA-EH.											
2.1 1 Hearing Acuity (Audiogram Required) <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Right (Decibels)</th> <th style="text-align: left;">Left (Decibels)</th> </tr> </thead> <tbody> <tr> <td>(Hertz) 500 _____</td> <td>(Hertz) 500 _____</td> </tr> <tr> <td>1000 _____</td> <td>1000 _____</td> </tr> <tr> <td>2000 _____</td> <td>2000 _____</td> </tr> <tr> <td>3000 _____</td> <td>3000 _____</td> </tr> </tbody> </table> Record the values at each Hz level If the hearing examination has been completed by a person other than the physician signing on Page 17, please indicate below: _____ Name of Examiner (Please Print) _____ NM Lic. # Signature _____ ☐ Audiologist ☐ Other _____ 2.2 2 Acute Otitis Media, Otitis Externa, and Mastoiditis _____ 2.3 Inner/Middle/Outer Ear Disorder Affecting Equilibrium _____	Right (Decibels)	Left (Decibels)	(Hertz) 500 _____	(Hertz) 500 _____	1000 _____	1000 _____	2000 _____	2000 _____	3000 _____	3000 _____	1 or more Potentially Excludable Condition(s) ▲ ▲ ▲
Right (Decibels)	Left (Decibels)										
(Hertz) 500 _____	(Hertz) 500 _____										
1000 _____	1000 _____										
2000 _____	2000 _____										
3000 _____	3000 _____										
The conditions listed in Section Three through Section Thirteen are not meant to be exclusive. If the examining physician feels (an) other unstated condition(s) may adversely impact the ability of the candidate to perform the essential tasks of the job, it (they) should be noted for further evaluation. PHYSICIAN - please mark box if condition exists. Also, initial sections indicating examinations performed.											
<u>SECTION THREE</u> <u>Nose, Throat and Mouth</u> ☐ 3.1 Loss of Sense of Smell ☐ 3.2 Aphonia, Speech Loss or Speech Defects ☐ 3.3 Deformities Interfering with the Proper Fitting of a Gas Mask (Note any abnormality) ← Enter n/a on lines to the left if not applicable Initials: _____											
☐ 3.4 Head (Note any defect, disease or injury involving eyes, ears, nose, throat or mouth) _____	Dentistry Recommended Yes No										
☐ 3.5 Lungs _____ (Note any abnormality) Enter n/a on line if not applicable	Date Chest X-rays Taken _____ (Note any abnormality) Enter n/a on line if not applicable	Chest X-rays Normal Yes No (report may be attached)									

**PHYSICIAN - please mark box if condition exists. Also, initial sections indicating examinations performed.
 DO NOT LEAVE ANY SPACES BLANK. If not applicable, enter "N/A".**

Applicant Name (Last, First, Middle)				
<u>SECTION FOUR</u> <u>Peripheral Vascular System</u>				
☐ 4.1 Hypertension ☐ 4.2 Varicose Veins ☐ 4.3 Venous Insufficiency ☐ 4.4 Peripheral Vascular Diseases ☐ 4.5 Thrombophlebitis				Initials: _
<u>SECTION FIVE</u> <u>Heart and Cardiovascular System</u>				
Type of Action (Active) ☐ Running in Place ☐ Other		<u>Blood Pressure</u>	<u>Pulse Rate</u>	<u>Sounds</u>
Type of Action (At Rest) (If resting BP is greater than 140/90, management of hypertension must be noted and described on page 19 under STATEMENT OF CONDITION)		/		
Pulses (record strength)	R	L	Note any Abnormality	R
femoral				L
popliteal				
dorsal pedes				
☐ 5.1 Congenital Heart Disease ☐ 5.2 Valvular Heart Disease ☐ 5.3 Coronary Artery Disease ☐ 5.4 ECG Abnormalities (if associated with organic heart disease) - See 10.29.9.17 G.(5) Medical Selection Guidelines for specific abnormalities. ☐ 5.5 Angina ☐ 5.6 Congestive Heart Failure ☐ 5.7 Cardiomyopathy ☐ 5.8 Active Pericarditis, Endocarditis, and Myocarditis				
Initials: _				
<u>SECTION SIX</u> <u>Respiratory System</u>				
☐ 6.1 Active Pulmonary Tuberculosis ☐ 6.2 Chronic Bronchitis ☐ 6.3 Active Asthma ☐ 6.4 Chronic Obstructive Pulmonary Disease ☐ 6.5 Bronchiectasis and Pneumothorax ☐ 6.6 Pneumonectomy ☐ 6.7 Acute/Chronic Mycotic Diseases				Initials: _
<u>SECTION SEVEN</u> <u>Gastrointestinal System</u>				
☐ 7.1 Colitis ☐ 7.2 Esophageal Disorders ☐ 7.3 Hemorrhoids ☐ 7.4 Pancreatitis ☐ 7.5 Gall Bladder Disorders ☐ 7.6 Active Peptic Ulcer Disease ☐ 7.7 Symptomatic Inguinal, Umbilical, Ventral, Femoral or Incisional Hernias ☐ 7.8 Malignant Disease of the Liver, Gall Bladder, Pancreas, Esophagus, Stomach, Small / Large Bowel, Rectum or Anus ☐ 7.9 Gastrointestinal Bleeding ☐ 7.10 Active or Chronic Hepatitis ☐ 7.11 Cirrhosis of the Liver				Initials: _

**PHYSICIAN - please mark box if condition exists. Also, initial sections indicating examinations performed.
DO NOT LEAVE ANY SPACES BLANK. If not applicable, enter "N/A".**

Applicant Name (Last, First, Middle)

People with communicable diseases must be evaluated relevant to their ability to train for and perform essential tasks without posing a direct threat to the health and safety to themselves and others.

SECTION EIGHT **Genitourinary System**

- ☐ 8.1 Pregnancy
- ☐ 8.2 Nephrectomy
- ☐ 8.3 Acute Nephritis
- ☐ 8.4 Nephrotic Syndrome
- ☐ 8.5 Acute Renal/ Urinary Calculi
- ☐ 8.6 Renal Transplant
- ☐ 8.7 Renal Failure
- ☐ 8.8 Hydrocele and Varicocele (symptomatic)
- ☐ 8.9 Malignant Diseases of Bladder, Kidney, Ureter, Cervix, Ovaries, Breast, Prostate, etc.
- List specific disease(s) _
- ☐ 8.10 Active Venereal Diseases
- ☐ 8.11 Urinary Tract Infection
- ☐ 8.12 Polycystic Kidney Disease
- ☐ 8.13 Pelvic Inflammatory Disease
- ☐ 8.14 Cervicitis
- ☐ 8.15 Endometriosis
- ☐ 8.16 Bartholin Gland Abcess
- ☐ 8.17 Vaginitis
- ☐ 8.18 Inflammatory Disorders
- ☐ 8.19 Presence of Illicit Drugs

Initials: _

SECTION NINE **Endocrine and Metabolic Systems**

- ☐ 9.1 Untreated Thyroid Disease
- ☐ 9.2 Diabetes Mellitus
- ☐ 9.3 Adrenal Dysfunctions
- ☐ 9.4 Hypoglycemia
- ☐ 9.5 Pituitary Dysfunction
- ☐ 9.6 Thyroid Tumor

Initials: _

SECTION TEN **Skin and Collagen Diseases**

- ☐ 10.1 Serious Dermatological Disorders
- ☐ 10.2 Lupus Erythematosus
- ☐ 10.3 Contact Allergies (of a serious or relevant nature)

Initials: _

SECTION ELEVEN **Musculoskeletal System**

- ☐ 11.1 Disorders that Limit Motor Performance
- ☐ 11.2 Cervical Spine or Lumbosacral Fusion
- ☐ 11.3 Degenerative Cervical or Lumbar Disc Disease (if symptomatic)
- ☐ 11.4 Extremity Amputation
- ☐ 11.5 Osteomyelitis
- ☐ 11.6 Muscular Dystrophy
- ☐ 11.7 Loss in Motor Ability from Tendon or Nerve Injury/Surgery
- ☐ 11.8 Arthritis

Initials: _

**PHYSICIAN - please mark box if condition exists. Also, initial sections indicating examinations performed.
 DO NOT LEAVE ANY SPACES BLANK. If not applicable, enter "N/A".**

Applicant Name (Last, First, Middle)			
<u>SECTION ELEVEN</u> <u>Musculoskeletal System</u> (Continued)			
☐ 11.9 Joint Conditions ☐ 11.10 Coordinated Balance ☐ 11.11 Herniated Disc (symptomatic) ☐ 11.12 Spinal Deviations ☐ 11.13 Fracture Deformities (symptomatic)			
Initials: _			
Musculo-Skeletal (Test flexibility by bending, stooping, squatting, and by head, arm, leg and finger motions.)			
Spine	Toe Touch (distance from floor)	Symmetry	Posture X-rays Recommended Yes No Δ
Upper Extremities	Limited Function		Missing Parts
Lower Extremities	Limited Function		Missing Parts
Skin (scars, varicosities, disease, abnormalities - nature and severity)			
<u>SECTION TWELVE</u> <u>Hematopoietic and Lymphatic Systems</u>			
☐ 12.1 Anemia (all) ☐ 12.2 Polycythemia ☐ 12.3 Sick Cell Trait ☐ 12.4 Sick Cell Disease ☐ 12.5 Hematopoietic Disorders (including malignancies) ☐ 12.6 Hemophilia			
Initials: _			
<u>SECTION THIRTEEN</u> <u>Nervous System</u>			
☐ 13.1 Epilepsy ☐ 13.2 Cerebral Palsy ☐ 13.3 Movement Disorders ☐ 13.4 Cerebral Aneurysms ☐ 13.5 Syncope ☐ 13.6 Progressive Neurological Diseases ☐ 13.7 Peripheral Nerve Disorder ☐ 13.8 Narcolepsy ☐ 13.9 Cerebral Vascular Accident ☐ 13.10 Central Nervous System Infections			
Initials: _			
Nervous System (Describe any pathology or abnormal reflexes.)			

Applicant Name (Last, First, Middle)

Please indicate the following lab tests were administered to the applicant and were within normal limits.
 (Please explain any test results outside of normal limits below). **It is not necessary to submit the actual lab paperwork to DPS.**

Yes No

- | | | |
|--------------------------|--------------------------|---|
| ☐ | ☐ | 1. Blood Chemistry (Chem 20 or equivalent) |
| ☐ | ☐ | 2. Complete Blood Count |
| ☐ | ☐ | 3. Complete Urinalysis (not Dipstick) |
| ☐ | ☐ | 4. Serology (RPR or equivalent) |
| ☐ | ☐ | 5. Tuberculosis (Mantoux) |
| ☐ | ☐ | 6. Electrocardiogram (ECG) (Resting) |
| ☐ | ☐ | 7. Chest X-ray (CXR) <u>ONLY REQUIRED IF #5 IS POSITIVE</u> |
| ☐ | ☐ | 8. Drug Screen (THC, Cocaine, Amphetamines, Opiates, Barbiturates, Methadone, Methaqualone, Phencyclidine, Propoxyphene, Benzodiazepines, Alcohol, Anabolic Steroids) |

STATEMENT OF CONDITION

I have personally examined the applicant:

- ☐ The applicant **has passed** the minimum medical standards as established by the New Mexico Law Enforcement Academy Board without exclusions.
- ☐ The applicant **has one or more potentially excludable conditions** from the minimum medical standards as established by the New Mexico Law Enforcement Academy Board, but **can perform the functions** of a law enforcement officer with accommodations. (Please explain below.)
- ☐ The applicant **has one or more potentially excludable conditions** from the minimum medical standards as established by the New Mexico Law Enforcement Academy Board, and **cannot perform the functions** of a law enforcement officer. (Please explain below.)

Section Item #	Explanation (attach additional sheets if necessary)

New Mexico Law (NMSA 1978, §29-7-6 A (5)), requires that a candidate for law enforcement officer only be examined by a licensed physician.

Licensed Physician's Signature_

Date_

Print Name _

☐ M.D.

☐ D.O.

Address _

City _

State _

Zip_

Phone _

NM Medical License # _

Other State_

Medical License # _

Print or type contact information, or attach a business card. Missing or illegible entries will be returned.

PSYCHOLOGICAL EXAMINATION (refer to 10.29.9.12 NMAC)

The testing and interviewing performed to determine an applicant's suitability to serve as a law enforcement officer in New Mexico will be designed, administered, and scored in such a manner that it insures that no applicant is discriminated against for reasons of age, sex, race, or cultural heritage.

- Psychological testing shall include:
 - A measure of reading ability.
 - A measure of psychopathology
 - A measure of normal personality functioning.
- A face to face interview with the applicant.
- Submittal of a detailed written narrative report and this form (LEA-4), with the completed application, will be mailed to the Department of Public Safety at the above address.
- If the applicant is **not recommended** for certification, the examining psychologist is directed to submit LEA-4 and the Narrative Report to the Department of Public Safety **within thirty (30) days of the determination. In addition, the applicant must be informed of their right to appeal under 10.29.9.12 (C) NMAC (copy on reverse side of form).**

Psychological Statement of Applicant

The following statements are being made for the purpose of obtaining a psychological evaluation. I understand that the information submitted is for evaluation purposes and I also understand that answering any of the questions in the affirmative will not disqualify me from admission or certification. (**Applicant must check a response for each question.**)

- | | Yes | No |
|--|--------------------------|--------------------------|
| 1. Have you ever been hospitalized or committed, either voluntarily or involuntarily, to any institution for the treatment of any mental or emotional disorder? | ☐ | ☐ |
| 2. Have you ever received treatment for any substance abuse related disorder? | ☐ | ☐ |
| 3. Have you ever been treated by any physician, psychologist, psychiatrist, or counselor for any mental or emotional disorder? | ☐ | ☐ |
| 4. Have you ever been the subject of a psychological or psychiatric examination ordered by the court or Employer? THIS INCLUDES PRE-EMPLOYMENT EXAMINATIONS. | ☐ | ☐ |
| 5. Have you ever received a psychological evaluation of "Applicant is not Recommended for employment as a law enforcement officer at this time"? If yes when _____. | ☐ | ☐ |
| 6. I have been advised of my APPEAL RIGHTS under 10.20.9.12 NMAC. | | |

I HEREBY AUTHORIZE RELEASE OF THIS REPORT TO MY EMPLOYING AGENCY AND NM THE DEPARTMENT OF PUBLIC SAFETY TRAINING CENTER.

Name of Applicant _____ Applicant Signature _____ Date _____
Print or Type

Mental Examination Certificate

I am a licensed/certified psychologist in the State of _____. I have reviewed the New Mexico law enforcement officer job description. I have reviewed the test data and conducted a face-to-face the interview of the above named individual in order to screen for any apparent indicators of psychopathology, or significant mental or emotional difficulties which could reasonably be predicted to interfere with the applicants's intended duties as a law enforcement officer.

I conclude the following:

- ☐ Applicant **IS RECOMMENDED WITHOUT RESERVATION** for certification pending the successful completion of a NMDPS approved training academy.
- ☐ Applicant **IS NOT RECOMMENDED** for employment as a law enforcement officer at this time.

Please print or type

Name of Evaluator _____ License/Certification# _____

State of issue _____ Contact/Office Telephone No. _____

Office Mailing Address _____

Street or P.O. Box _____ City _____ State _____ Zip _____

Email address: _____

Reading ability test performed:	☐ WRAT	☐ Nelson-Denny	☐ Other _____
Psychopathology test performed:	☐ MMPI-2	☐ PAI	☐ Million-3 ☐ Other _____
Normal personality test:	☐ 16 PF	☐ Leader	☐ IPI ☐ Other _____

Evaluator Signature _____

Date _____

PSYCHOLOGICAL EXAMINATION (refer to 10.29.9.12 NMAC)

The testing and interviewing performed to determine and applicant's suitability to serve as a law enforcement officer in New Mexico will be designed, administered, and scored in such a manner that it insures that no applicant is discriminated against for reasons of age, sex, race, or cultural heritage.

- Psychological testing shall include:
 - A measure of reading ability.
 - A measure of psychopathology
 - A measure of normal personality functioning.
- A face to face interview with the applicant.
- Submittal of a detailed written narrative report and this form (LEA-4), with the completed application, will be mailed to the Department of Public Safety at the above address.
- If the applicant is **not recommended** for certification, the examining psychologist is directed to submit LEA-4 and the Narrative Report to the Department of Public Safety **within thirty (30) days of the determination. In addition, the applicant must be informed of their right to appeal under 10.29.9.12 (C) NMAC (copy on reverse side of form).**

Psychological Statement of Applicant

The following statements are being made for the purpose of obtaining a psychological evaluation. I understand that the information submitted is for evaluation purposes and I also understand that answering any of the questions in the affirmative will not disqualify me from admission or certification. **(Applicant must check a response for each question.)**

- | | Yes | No |
|--|--------------------------|--------------------------|
| 1. Have you ever been hospitalized or committed, either voluntarily or involuntarily, to any institution for the treatment of any mental or emotional disorder? | ☐ | ☐ |
| 2. Have you ever received treatment for any substance abuse related disorder? | ☐ | ☐ |
| 3. Have you ever been treated by any physician, psychologist, psychiatrist, or counselor for any mental or emotional disorder? | ☐ | ☐ |
| 4. Have you ever been the subject of a psychological or psychiatric examination ordered by the court or Employer? THIS INCLUDES PRE-EMPLOYMENT EXAMINATIONS. | ☐ | ☐ |
| 5. Have you ever received a psychological evaluation of "Applicant is not Recommended for employment as a law enforcement officer at this time"? If yes when _____. | ☐ | ☐ |
| 6. I have been advised of my APPEAL RIGHTS under 10.20.9.12 NMAC. | | |

I HEREBY AUTHORIZE RELEASE OF THIS REPORT TO MY EMPLOYING AGENCY AND NM THE DEPARTMENT OF PUBLIC SAFETY TRAINING CENTER.

Name of Applicant _____ Applicant Signature _____ Date _____
Print or Type

Mental Examination Certificate

I am a licensed/certified psychologist in the State of _____. I have reviewed the New Mexico law enforcement officer job description. I have reviewed the test data and conducted a face-to-face the interview of the above named individual in order to screen for any apparent indicators of psychopathology, or significant mental or emotional difficulties which could reasonably be predicted to interfere with the applicants's intended duties as a law enforcement officer.

I conclude the following:

- ☐ Applicant **IS RECOMMENDED WITHOUT RESERVATION** for certification pending the successful completion of a NMDPS approved training academy.
- ☐ Applicant **IS NOT RECOMMENDED** for employment as a law enforcement officer at this time.

Please print or type

Name of Evaluator _____ License/Certification# _____

State of issue _____ Contact/Office Telephone No. _____

Office Mailing Address _____

Street or P.O. Box _____ City _____ State _____ Zip _____

Email address: _____

Reading ability test performed: ☐ WRAT ☐ Nelson-Denny ☐ Other _____

Psychopathology test performed: ☐ MMPI-2 ☐ PAI ☐ Million-3 ☐ Other _____

Normal personality test: ☐ 16 PF ☐ Leader ☐ IPI ☐ Other _____

Evaluator Signature _____ Date _____

FINGERPRINT AFFIDAVIT

(refer to 10.29.9.13 NMAC)

I certify that fingerprint cards for _____ were

Please Type or Print **Applicant Name**

submitted to New Mexico Applicant Processing Services

(<https://nm.state.identogo.com>) either electronically or by mail, for both the Federal Bureau of Investigation and the New Mexico Department of Public Safety records check. It was determined that the applicant has not been:

Convicted of or pled guilty to, or entered a plea of nolo contendere to any felony charge **or**, within the three-year period immediately preceding their application, to any violation of any federal or state law or local ordinance relating to:

- ☐ Aggravated assault, theft,
- ☐ Driving while intoxicated,
- ☐ Controlled substances or
- ☐ Other crime involving moral turpitude and
- ☐ Has not been released or discharged under dishonorable conditions from any of the armed forces of the United States.

I certify that on this date _____ a finger print check through **NMDPS Records, FBI Records** and a **NCIC TRIPLE I** Clearance has been received and reviewed for compliance. **Records are valid for one year from the date of initial clearance.**

Do not send printouts or copies of printouts with this form.

Department: _____

Department Head Name: _____

Department Head Signature: _____

State of New Mexico}

County of _____} SS

On this _____ day of _____, _____, before me personally
Appeared _____ known to me to be the person whose
name is subscribed to the above instrument and acknowledged the same to be his/her own
free act and deed.

Notary Public _____ My commission expires: _____

The applicant will not receive state certification until this form is received.

(SEAL)

APPLICANT AFFIDAVIT CRIMINAL HISTORY

Have you ever been **arrested**? (Include juvenile offenses) (Attach separate pages if necessary.)

☐ Yes ☐ No If yes, explain charge, circumstance and date of occurrence along with **attaching offense/incident reports and court record of final disposition**:

Have you ever been **convicted** of any crime? (Attach separate pages if necessary.)

☐ Yes ☐ No If yes, explain charge, circumstance and date of occurrence along with **attaching offense/incident reports and court record of final disposition**.

Have you ever been **pardoned**, entered into a **pre-prosecution diversion** program, or received a **suspended** or **deferred** sentence for any crime?

☐ Yes ☐ No If yes, explain charge, circumstance and date of occurrence along with **attaching offense/incident reports and court record of final disposition**.

Have you ever been the **subject** of an **administrative investigation** for law enforcement officer, or telecommunicator misconduct, or received any administrative discipline as a law enforcement officer? (Attach separate pages if necessary.)

☐ Yes ☐ No If yes, explain charge, circumstance and date of occurrence:

Have you ever served in the armed forces of the United States?

☐ Yes ☐ No If yes, attach a notarized copy of DD214 with character of service.

I certify the above is true and correct to the best of my knowledge.

Applicant Name _____ **Date of Birth** _____
(Print name)

Applicant Signature _____

State of New Mexico }
County of _____ } SS

On this _____ day of _____, _____, before me personally appeared

_____ known to me to be the person whose name is subscribed to
(Applicant)

the above instrument and acknowledged the same to be his/her own free act and deed.

Notary Public _____ My commission expires: _____
(SEAL)

WAIVER OF LIABILITY

Applicant Name (Please Print) _____
Home Address _____
Home Telephone No. _____
Next of Kin _____ Relationship _____

I, the undersigned, hereby waive any claim for any injury against the New Mexico Law Enforcement Academy, any member of the staff, any of its employees or any trainee, which I may either directly or indirectly sustain as a result of my participation in any part or phase of the training and instruction I will receive at the Law Enforcement Academy or other locations selected for the giving of training or supervision. This agreement shall be binding upon the undersigned, his heirs, and assignees.

Signature of Applicant _____

State of New Mexico }
County of _____} SS

On this _____ day of _____, _____, before me personally
Appeared _____ known to me to be the person

Applicant

whose name is subscribed to the above instrument and acknowledged the same to be his/her own free act and deed.

Notary Public _____ My commission expires: _____

(SEAL)

RELEASE OF INFORMATION

To Whom It May Concern:

Having made application with New Mexico Department of Public Safety Law Enforcement Academy, it is my understanding that a comprehensive investigation of my background may be conducted in connection with this application.

I do hereby give the officials of the Law Enforcement Academy the authority to conduct such an investigation and do hereby authorize the release of any and all information requested by the Law Enforcement Academy pertaining to my work history, any arrest information, and other general qualifications for fitness.

Applicant Name _____
Please Print

Signature of Applicant _____

State of New Mexico }
County of _____}SS

On this _____ day of _____, _____, before me personally

appeared _____ known to me to be the person

Applicant

whose name is subscribed to the above instrument and acknowledged the same to be

his/her own free act and deed.

Notary Public _____ My commission expires: _____

(SEAL)

APPLICANT AFFIDAVIT
of
UNITED STATES CITIZENSHIP (Law Enforcement Officers)
or
LEGAL RESIDENCY (Telecommunicators only)

APPLICANT

I certify that I am a citizen of the United States of America or a legal resident. Official documentation of my citizenship or legal residency has been presented to the witness, who is the agency head or designee.

Applicant Name: _____
Please print or type.

Applicant Signature:_____

WITNESS (Agency head or designee)

I certify that I have reviewed official documentation indicating the above applicant is a citizen of the United States of America or legal resident.

Witness Name: _____
Please print or type.

Witness Signature: _____

Type of documentation:

- ☐ Birth Certificate (Must be issued by a government agency)
 Issued by: _____ Document # _____

☐ Passport
 Issued by: _____ Document # _____

☐ Naturalization Papers
 Issued by: _____ Document # _____

☐ Resident card or Paperwork (*for telecommunicators only*)
 Issued by: _____ Document # _____

State of New Mexico }
County of _____ }SS

On this _____ day of _____, _____, before me personally appeared _____ and _____ known to me to

Applicant **Witness**

be the persons whose names are subscribed to the above instrument and acknowledged the same to be his/her own free act and deed.

Notary Public:_____ My commission expires:_____
(SEAL)

POLICE PHYSICAL FITNESS/WELLNESS VERIFICATION

Please Print or Type

I, _____, certify that

Academy Director/Designee

pursuant to DPS LEA Rule 10.29.5.9.F NMAC, _____

Applicant Legal Name

was assessed on the fitness/wellness evaluations on _____ and having

Month Day, Year

met the entrance standards, is eligible for entry into the New Mexico State-certified law enforcement basic training academy.

Academy Director _____ Date _____

Official Scores:

Age	Gender	Push-ups	Sit-ups	Flexibility	300 Meter Run	1.5 Mile Run

State of New Mexico }
County of _____}SS

On this _____ day of _____, _____, before me personally

appeared _____ known to me to be the person

Department Head

whose name is subscribed to the above instrument and acknowledged the same to be his/her own free act and deed.

Notary Public _____ My commission expires: _____

(SEAL)

TRAINING CERTIFICATION FOR FIRST AID & CPR

INSTRUCTIONS

This form must be completed by an agency head or designee for any Cadet that has been approved to attend a Basic Police Officer Training (BPOT) class at the New Mexico DPS Law Enforcement Academy. The agency head or designee certifies that the named Cadet has completed a recognized First Aid course and an Adult, child and infant CPR course, within the preceding 12 months of the scheduled start date of the academy class. The training must be given by a trainer certified* to teach CPR and first aid.

CERTIFICATION

I, _____, certify that _____.
Title Name Cadet Name

has received the minimum level of training in First Aid and CPR / remedial training as cited above.
Circle one that applies

Agency Head/Designee Signature

Date

BPOT Class #

Start Date

DEPARTMENT/AGENCY: _____

ADDRESS: _____

AGENCY CONTACT/PHONE: _____

Notary

SUBSCRIBED AND SWORN to before me at _____, this _____ day of _____, 20____.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

* Any nationally recognized certification organization, i.e. American Red Cross, American Heart Association, National Safety Council, etc., is acceptable.

If an Agency Employment Action (LEA-82) form has not already been submitted for the applicant within the first 30 days of their employment as required by 10.29.9.9 NMAC, please complete the form by clicking on the link below.

Please complete the Agency Employment Action (LEA-82) Form on-line at:

<https://nmlea.acadisonline.com/AcadisViewer/WebForms/Public/UserDataCollector.aspx?ID=f3d6673d-bd38-4b4b-91ed-2d48ef8900bc>



If an Agency Employment Action (LEA-82) was previously submitted for the applicant, please check the box next to LEA-82 on the [POLICE OFFICER TRAINING PAPERWORK CHECKLIST](#) (page 1 of packet).

Please note that the [Entry-Level Firearms Reporting Information Form - HANDGUN ONLY \(LEA-82F\)](#) is also required for Basic Academy Program Applicants.