



**BROWARD[®]
COLLEGE**

**INSTITUTE OF
PUBLIC SAFETY**

REGION XIII TESTING CENTER INFORMATION GUIDE

Location

3501 Davie Road, Building 22 Room 106
Davie, FL 33314-1693

Hours of Operation

Monday – Friday
8am - 4pm

Jared Blanchette
JBlanche@broward.edu
(954) 201 - 6790

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Grosales@broward.edu
(954) 201 - 6931

**PLEASE NOTE THESE SITES ARE NOT MOBILE FRIENDLY AND MUST BE
COMPLETED USING A COMPUTER**

Testing Center Knowledge and Procedures

The Institute of Public Safety (IPS) Testing Center administers examinations for applicants pursuing careers in Law Enforcement, Corrections and Police Service Aide positions in cooperation with the Broward County Chiefs of Police Association. We offer three tests: Physical Agility Test (PAT), Swim Test and CJBAT.

1. All tests are by APPOINTMENT ONLY. You must create an account, schedule, and pay for tests on-line. **NO TANK TOPS or MUSCLE SHIRTS PERMITTED for PHYSICAL AGILITY TEST!!!**
2. Applicants without appropriate documentation **WILL NOT** be admitted to the testing facility.
3. Applicants must provide a COPY of the Medical Clearance Form for each test and each attempt.

We keep the form for our records and do not give it back.

- IPS Physician's Medical Clearance Form (10/7/2022) is required and must be signed and dated by any MD, DO or by an ARNP, PA, or PA-C. Chiropractors are not accepted.
 - FDLE 75 and 75B forms are no longer accepted.
 - The Physician's Medical Clearance Form is valid for 6 months.
4. The following items are not permitted in the **CJBAT**:
 - Cellphone or other electronic devices, purses, backpacks, any type of bags, notebooks, binders, or folders are not allowed in the Testing Center
 - Failure to adhere to these rules will result in disqualification.
 5. Arrive 15-20 minutes early for check-in. You must have your ID and Medical Clearance Form physically present at check-in. **You will not be allowed to test without your Medical Clearance Form and ID.**
 - **Physical Agility Test:** Proceed directly to the obstacle course. We will have signs up reiterating this as well. You can park your car along the fence line of the course if there are not traffic cones blocking the entrance. If there are traffic cones up, please do not move them. **Do not park in a spot designated for faculty/staff.**
 - **CJBAT:** All testing applicants must report to Building 22, Room 106 to sign in for the CJBAT test 15-30 minutes prior to appointment time. Please have your two pre-approved forms of ID ready at the time of check-in.
 - **Swim Test:** Proceed directly to the front desk at the Pine Island Aquatic Center. Once you are checked-in with them, head to the patio covering outside with your Medical Clearance Form and ID. We will check you in there.

The **PAT** and the **SWIM** test results are in your IPS Profile, it is the same link you used to sign up for the **PAT** and the **SWIM**. Please do not sign into register blast, as that is the payment site.

You will sign in where it says "**REGISTER/LOG IN for the PAT/SWIM TEST**", and then select the "**my results**" tab.

The site is NOT mobile friendly, please use a tablet, laptop, etc.

See the link below

<https://www.broward.edu/academics/public-safety/ips/testing-center.html>

A screenshot of a web browser showing the sign-in page for the Broward College Institute of Public Safety Criminal Justice Testing Center. The page has a blue header with the college's name and logo. Below the header, there is a 'Sign In' section with a user icon, a text input for 'Email Address' (containing 'dwarick@broward.edu'), a text input for 'Password' (masked with dots), a blue 'Sign in' button, and a dark grey 'Create Account' button. A link for 'Forgot My Password' is also present. At the bottom, it says '© 2023 Broward College'.

A screenshot of the dashboard after logging in. The header is the same as the previous page. Below the header, there is a navigation bar with buttons for 'Schedule a Test', 'My Schedule', 'My History', and 'My Results' (which is highlighted with a red circle). There is also a 'Log Out' button and a user icon. Below the navigation bar, there is a section titled 'Schedule a Test' with a yellow warning box stating: 'The IPS Physician's form is required for the BMST/SWIM and must be filled out completely by a licensed physician (No Chiropractors). If you fail to bring this form, you will not be permitted to test.' Below the warning box, there is a form with the text 'Select a Month and Year to filter tests by then click Search'. The form has two dropdown menus: 'June' and '2023', and a blue 'Search' button.

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Registration Instruction

Physical Agility Test / Swim Test

1. Go to ips.broward.edu
2. Click "Sign in or Create Account"
3. First time users are required to create an account, returning users are required to fill in requested information
4. To change month view, select month in drop-down menu and click search
 - a. Select "Add" to add test to your cart
 - b. Read notices before selecting test dates
5. Select "Confirm My Schedule"
6. To verify action is complete, select "My Schedule"
7. To add additional tests, repeat the steps above as directed
8. To pay, select "Proceed to Checkout"
9. Complete exam registration on the payment page and pay online
10. Bring electronic or physical proof of payment on the day of your test
11. **NO TANK TOPS or MUSCLE SHIRTS PERMITTED for PHYSICAL AGILITY TEST!!!**

Criminal Justice Basic Ability Test (CJBAT)

1. Applicants must go online to <https://home.pearsonvue.com/fdle/bat>
2. Create a web profile by filling in required information
3. Select the exam (LEO for Law Enforcement, CO for Corrections)
4. Select "Schedule Exam"
5. Answer demographic questions
6. Select "Proceed to Scheduling"
7. Select test center, date, and time
8. Proceed to Check Out
9. Confirm personal information
10. Sign agreement and enter payment information
11. Submit order
12. Applicants must bring proof of payment and two forms of ID on the day of their test

Institute of Public Safety Testing Center

IPS Testing Schedule

| Day | Test/Event | Time | Fees | Validity |
|---|--|---------------------------------------|--|----------|
| Monday | Physical Agility Practice by appointment only Email: grosales@broward.edu | 7:45 am - 9:00 am Check-in 7:30 am | \$10 Payable by money order only | N/A |
| Monday | SWIM | 11:30 am - Check- in by 11:00 am | \$40.00 | N/A |
| Tuesday | Physical Agility Test | 7:45 am - Check-in by 7:30 am | \$40.00 | 6 Months |
| Tuesday - Minimum 24 hr. advanced scheduling | C.J.B.A.T. | 11:00 am - Check-in by 10:30 am | For fees, visit the Pearson Vue site | 4 Years |
| Wednesday | Physical Agility Test | 7:45 am - Check in by 7:30 am | \$40.00 | 6 Months |
| Wednesday | C.J.B.A.T. | 11:00 am - Check-in by 10:30 am | For fees, visit the Pearson Vue site | 4 Years |
| Thursday | Physical Agility Test | 7:45 am - Check- in by 7:30 am | \$40.00 | 6 Months |

The information in this document is subject to change; applicants are expected to verify and check for schedule changes or other notifications via the IPS website.

Inclement weather will result in postponement or cancellation of outdoor tests and practices at any time, check your email the day of the exam for cancellations. **If your test is canceled, please contact grosales@broward.edu or jblanche@broward.edu.**

Please do NOT reschedule your test. Make sure your email address is up to date.

Fees:

- Applicants may pay online or in person with a money order or debit/credit card. There is an additional \$3.50 convenience fee for online payment.
- Money orders must be made out to *Broward College IPS Testing Center*.
- Payments of cash **will not** be accepted.
- Payments are valid for 90 days.
- If you have already paid for testing and need to reschedule, contact a member of the IPS staff for directions.
- CJBAT refunds should be directed to Pearson Vue.

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Criminal Justice Basic Abilities Test (CJBAT)

The CJBAT, developed by Industrial/Organizational Solutions (IOS), Inc., measures the defined “minimum competencies” in three separately-timed sections as follows: Section I - behavioral attributes; Section II - memorization; and Section III – written comprehension, written expression, deductive reasoning, and inductive reasoning. In total, there are 97 questions on the CJBAT. You will have 1 ½ hours (90 minutes) to complete the exam.

Pearson Vue Policies

Registration

“Please VERIFY that you have created your web account with your LEGAL name as it appears on your government-issued ID and that your personal information is CORRECT. Contact Pearson VUE immediately to correct the spelling of your name or update your personal information if you notice any errors. It is very important that this information is correct, as it will appear as it was entered on the documentation provided to you after you have completed the exam. Candidates will need to create a Pearson VUE account before being able to register for an exam. The unique client candidate ID will be a nine alpha-numeric field. The prefix will be BAT followed by 6 numeric digits.”

- All payments for exam fees are handled through Pearson VUE.
- Candidates need to request accommodations from Pearson VUE, as noted in the "Accommodations" section. The Pearson VUE Accommodations Team will schedule the appointments and make the necessary arrangements.

All FDLE (BAT) exams must be scheduled at least 24 hours in advance.

A. Rescheduling and Cancellations

FDLE (BAT) candidates must reschedule and cancel exam appointments at least 24 hours before the appointment through the candidate website or the call center. Appointments must be rescheduled within the authorized exam delivery period. All registrations with accommodations must be rescheduled or canceled through the call center.

B. Retake Requirements

Candidates can retake an exam only three times per year. Pearson Vue has the following guides available for the CJBAT:

Exam Description Candidate Handbook

C. Contact Information

www.pearsonvue.com/fdle/bat or (877) 729-0059

Hours of Operation: M-F 8:00am - 11:00pm (EST), Sat 8:00am -5:00pm, Sun 10:00am – 4:00pm

All information on this page was directly taken from Pearson Vue's website. 2021. <https://home.pearsonvue.com/fdle/BAT>

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Swim Test

The Swim Test will be held on Monday, 11:30 am at: *Pine Island Aquatic Center*, 3800 SW 92nd Avenue, Davie, FL 33328. Located on SW 92nd Avenue between Pine Island Road and Nob Hill Road off Orange Drive.



Attire for swim test

Applicants may wear bathing suit attire for the swim test. Males may wear swim trunks and females one or two-piece bathing suits. The pool is open to the public and there are occasions where children are present. At the discretion of IPS Testing Center Instructors, any applicant wearing swim attire that may be considered offensive or too revealing will not be permitted to participate in the swim test. Applicants are permitted to use any stroke during the swim test. There is no time limit for the swim test. At the discretion of IPS Testing Center Instructors, applicants may be asked to discontinue their test if it appears they are in distress. Applicants are permitted to use the following while taking the Swim Test: goggles that cover the eyes ONLY, swim caps, ear plugs and nose plugs.

Lifeguards are present during the swim test

1. Applicant will enter the water.
2. When the instructor advises, applicant will swim 25 yards to other side of the pool.
3. Once the applicant reaches the other side of the pool, the applicant will touch the wall, immediately turn around, and swim 25 yards back.

Disqualifiers:

1. If the applicant touches the bottom of the pool for any reason during swim test.
2. If the applicant touches a lane divider for support.
3. If the applicant hangs on the wall at the other side of the pool for more than 5 seconds, when turning around and swimming back.
4. If the applicant fails to follow the direction of IPS Staff or Instructors.

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Physical Agility Test Practice

The Physical Agility Test practice is held on **Monday only**. We offer one practice session: from 7:45am-9:00am, check-in at 7:30am. **NO TANK TOPS or MUSCLE SHIRTS PERMITTED for PHYSICAL AGILITY TEST or PRACTICES.**

Please send your request for practice on the Wednesday before the week you wish to attend, and we will send you a confirmation email. The cut-off for requests is Friday by 12pm.

There will be no advance scheduling allowed. Please do not send multiple requests.

There is a \$10.00 fee for the practice: **payable by money order only**. Money orders are made out to *Broward College/IPS Testing Center* and should include your signature and address. Please completely fill out the money order prior to your arrival (see example below on how to fill out a money order).

The diagram shows a money order form with the following fields and callouts:

- 1** (Who is the money order for?): RETAILER'S NAME
- 2** (Provide your name and address.): PAY TO THE ORDER OF, 789 Main Street, City, State, Zip Code
- 3** (Sign the money order.): SIGNATURE
- 4** (Pay for the money order.): \$ \$558.15

Other fields on the form include: PAY EXACTLY FIVE HUNDRED FIFTY-EIGHT DOLLARS AND 15 CENTS, PAYMENT FOR/ACCT. #, and two MICR lines at the bottom: 1234567890 001234567890.

1. Broward College IPS Testing Center
2. Your Address
3. Your Signature
4. \$10.00

You must bring a copy of your Broward College Medical Clearance form each time you come for the practice, the swim test, and the PAT. You will not get the form back.

You **must** confirm your attendance with Denise Warrick - dwarrick@broward.edu. Walk-ins will not be allowed. We are limited to only 10 spots a session. Do not send multiple email requests.

Practice is held at Broward College Central Campus, 3501 Davie Road, Davie. If the parking lot is open and not blocked off with cones, you can park along the fence near the course.

**We reserve the right to edit/change any and all practice policies at any time.*

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Broward College IPS Medical Clearance Form

TO BE COMPLETED BY APPLICANT

Name _____

Date of Birth _____
Month Day Year

Applicant Signature

Individuals applying to work in public safety are required to perform a variety of essential physically demanding tasks. To measure an individual's capability to perform these critical tasks, applicants must undergo a physical fitness indicator test consisting of the following items:

- 1/2 mile run to measure aerobic power
- Obstacle course (*Complete list on page 2*)
- Push-ups to measure upper body muscular endurance
- Sit-ups to measure abdominal strength and endurance
- 50-yard swim test to measure swimming ability

Your professional opinion is requested as to whether the individual can safely participate in physical fitness testing and exercise training. Please check the box if the applicant is cleared to perform these test(s).

TO BE COMPLETED BY PHYSICIAN'S OFFICE ONLY

Nurse Practitioner; Physician's Assistant are permitted - (Chiropractors not accepted) per FDLE Rules

☐

I hereby attest that I have examined the above named applicant and find him/her CAPABLE of participating in the essential functions of the law enforcement, correctional physical fitness indicator test.

Physician's Name

Applicant/Patient's Name

Address

Month Day Year

Address2

Examination Date (Void after 6 months.)

Phone

Medical License Number

Physician's Signature

Any use of white-out, correction tape or crossed out corrections will invalidate this document.

Please Make Copies Of Your Physician Medical Clearance Forms And Bring a Copy With You Each And Every Time You Come To Participate In Any Physical Exercise (Physical Agility and Swim Tests)

Physical Agility Test

Activity One - Trigger Pull: Holding a handgun steady at eye level with arm extended, pull trigger 6 times with strong hand, using index finger only; change to weak hand and pull trigger 6 times, using index finger only.

Activity Two – Push Up: Applicant will complete 10 push-ups using an electronic push-up counter. Applicant must lower and raise their body completely. Hands must be a minimum of shoulder width apart (no triceps push-ups). No part of the applicants body will touch the ground except for their hands and feet. It is not timed.

Activity Three – Sit Up: Applicant will complete 10 sit-ups; starting flat on their back with knees in a bent position, arms interlocked at wrist and hands rested on each shoulder. Applicant will then raise torso into a sitting position with elbow reaching across the plane of the knee. It is not timed.

Activity Four – Half Mile Run: Applicant will run a half-mile, on a level paved track, in (4:30), 4 minutes and 30 seconds or less.

Activity Five – Obstacle Course: In two minutes or less, complete the following activities:

Station 1 - High Wall: This station consists of a vertical masonry wall, rising to a height of 5 feet above the running surface.

Station 2 – Ladder Platform Ramp: This station consists of a stationary vertical ladder with six rungs and a top crossbar rising 7 1/2 feet above the running surface, a horizontal platform, and a downward slanting ramp.

Station 3 – Fixed Railing: This station consists of a metal railing approximately three feet tall, at a right angle to the direction of the course.

Station 4 – Chain Link Fence: This station consists of a panel of woven fence in a tubular steel frame, rising approximately five feet above the running surface.

Station 5 – Window: This station consists of a concrete wall, with a window opening approximately three feet, eight inches above the running surface.

Station 6 - Door: This station consists of a masonry wall with a standard width door which is hinged on the left and opens toward the previous station. The door must be returned to the closed position after passage for security, safety, or other reasons.

Station 7 – Fixed Railing: This station consists of a metal railing approximately three feet tall, at a right angle to the direction of the course.

Station 8 - Maze: This station consists of a set of parallel wooden rails controlling direction of travel and requiring two 180-degree changes in direction of travel.

Station 9 - Tunnel: This station consists of a concrete pipe, 8 1/2 feet long, with an inside diameter of three feet.

Station 10 - Overhead Ladder: This station consists of a horizontal overhead ladder, approximately 7 1/2 feet in height, 18 1/2 feet in length, with 12 rungs.

Station 11 - Rope Grid: This station consists of an area 30 feet long, divided by nylon rope to create 12 individual compartments on each side of a center dividing line.

Station 12 - Log: This station consists of a log, 40 feet in length, in the center of the running surface, lying parallel to the direction of travel.

Station 13 - Parallel Bars: This station consists of two parallel steel bars, seven feet in length, two feet apart, and mounted approximately 4 1/2 feet above the running surface.

Station 14 - Low Wall: This station consists of a vertical masonry wall, rising approximately four feet in height above the running surface.

Station 15 - Pole Run: This station consists of an elongated loop with a narrow turf infield. At the ends of the infield are two cones approximately 36 feet apart.