



# INSTRUCTIONS FOR CANDIDATES SCHEDULED TO PARTICIPATE IN PHASE I OF SCREENING:

## PHYSICAL ABILITY TEST/VISION SCREENING/FINGERPRINTS

Only those candidates who were offered conditional appointments and scheduled (via email) for Phase I of screening will be allowed to participate in the Physical Ability Test and Vision Screening.

Candidates **MUST ARRIVE ON TIME**. Candidates arriving after their appointment time will be turned away and will not be permitted to participate.

Candidates who fail to bring a completed [Medical Release Form](#) signed by a medical practitioner will **NOT** be allowed to participate.

Candidates must bring VALID PHOTO IDENTIFICATION (State issued driver's license, state issued identification or US Passport), as well as a **photocopy** of the same identification being presented.

Proof of being fully vaccinated against COVID-19. (14 days after second dose in a 2-dose series or 14 days after a single dose vaccine) **OR** You must have received at least one dose of a COVID-19 vaccine and provide a negative PCR COVID-19 test (Rapid Test is not acceptable) within 72 hours of the physical ability date. CDC Vaccination Card, NYS Excelsior Pass or NYC COVID Safe are acceptable proof of vaccination, unless granted a reasonable accommodation due to disability or religion. Requests for accommodation will not be considered until you are scheduled for a physical ability test.

### FOR THE PHYSICAL ABILITY TEST:

Wear sneakers (no sneakers with heels allowed) and clothing appropriate for exercise or physical activities.

It is recommended that you bring plenty to drink and eat a small meal at least one hour prior to participating in the Physical Ability Test. It is advisable to bring food and snacks as you could be at the testing facility for the entire day.

Candidates who fail the Physical Ability Test will be given one opportunity to retest. The entire test battery must be retaken. A minimum 90-day waiting period is required before retesting.

### FOR VISION SCREENING:

Only candidates who pass the Physical Ability Test will be given a vision test. Vision will be tested both with and without correction.

Candidates who wear glasses (including reading glasses) or contact lenses must bring them to participate in vision testing. Candidates will be required to remove contact lenses for part of the vision screening test. If you wear contact lenses, you should bring a contact lens case and solution.

The screening process will be delayed if you do not meet the vision standards and require corrective surgery (e.g. LASIK).

### FOR FINGERPRINTS:

Candidates must bring a blank \$75.00 money order for fingerprint processing.

**FAILURE TO BRING ANY OF THE ABOVE ITEMS WILL DELAY THE SCREENING PROCESS**