

Essential Functions Program Specifications – CRIMINAL JUSTICE

Function Number	Essential Functions	CRIMINAL JUSTICE
1	Affect an arrest.	
2	Prepare investigative and other reports.	
3	Exercise independent judgment skills.	
4	Law enforcement vehicle operations – various conditioning.	
5	Communicate effectively and coherently over the radio.	
6	Gather information in criminal investigations.	
7	Pursue fleeing suspects.	
8	Firearms proficiency prescribed in certification standards.	
9	Perform searching.	
10	Conduct surveillances.	
11	Perform patrol functions.	
12	Effectively communicate with people.	
13	Demonstrate court and formal communication skills.	
14	Endure verbal and mental abuse.	
15	Perform rescue functions.	
16	Process and transport prisoners.	
17	Demonstrate effective use of gas mask.	
18	Extinguish small fires with fire extinguisher.	
19	Read and comprehend legal and non-legal documents.	
20	Process arrested suspects.	
21	Detect and collect evidence.	
22	Demonstrate and Perform Defensive and Arrest Tactics (DAAT).	

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Physical Factors	YES	NO	Essential Function/s Numbers
Standing	◆		1-4,7,9,10,12,13,15-23
Walking	◆		1-4,6,7,9-10,12-13,15-22
Sitting	◆		1, 3-8, 11-16, 18, 22
Lifting			
10 lbs.	◆		1,2,7,10,12,15,17-19
20 lbs.	◆		1,2,7,10,12,15,17-19
50 lbs.	◆		1,2,7,10,12,15,17-19
100 lbs.	◆		1,2,7,10,12,15,17-19
100 lbs. +	◆		1,2,7,10,12,15,17-19
Carrying			
10 lbs.	◆		1,2,7,10,12,15,17-19
20 lbs.	◆		1,2,7,10,12,15,17-19
50 lbs.	◆		1,2,7,10,12,15,17-19
100 lbs.	◆		1,2,7,10,12,15,17-19
100 lbs. +	◆		1,2,7,10,12,15,17-19
Pushing/Pulling			
10 lbs.	◆		1,2,7,10,12,15,17-19
20 lbs.	◆		1,2,7,10,12,15,17-19
50 lbs.	◆		1,2,7,10,12,15,17-19
100 lbs.	◆		1,2,7,10,12,15,17-19
100 lbs. +	◆		1,2,7,10,12,15,17-19
Climbing	◆		1,2,7,10,12,15,17,22
Balancing	◆		1,2,7,10,12,15,17
Bending	◆		1,2,7,10,12,15,17-21
Stooping	◆		1,2,7,10,12,15,17-22
Crouching	◆		1,2,7,9,10,12,15,17,18,22
Kneeling	◆		1,2,7,9,10,12,15,17,18,20,22
Crawling	◆		1,2,7,9,10,12,15,17,20
Running	◆		1, 2, 8, 12, 17

Physical Factors	YES	NO	Essential Function/s Number
Twisting	◆		1,2,5,7,8,10,12,15-19
Turning	◆		1,2,5,7-10,12-14,16-21
Jumping	◆		1, 2, 8, 12, 17
Grasping-Firm/Strong	◆		1, 2, 12, 17
Grasping-Light	◆		1,2,5,7,9,12,15,17
Finger Dexterity	◆		1-6,7,9,10,11,12,15,17
Reaching Forward	◆		1-7,9-12,15,17-21
Reaching Overhead	◆		1,2,7,10,12,15,17
Pinching		◆	
Simultaneous use of Hand, wrist, fingers (e.g. typing, data entry)	◆		1,3-7,9-12,15,17-21,23
Coordination			
Eye-hand	◆		1-15, 17-23
Eye-hand-foot	◆		1, 2, 5, 8, 12
Driving	◆		1,2,4,5,7,8,12,15,17-19, 22
Vision			
Acuity, Near	◆		1-5, 7-12, 15, 17, 22
Acuity, Far	◆		1-5, 7-12, 15, 17, 22
Depth perception	◆		1,2,5,7-10,12,15,17,22
Accommodation	◆		22
Color vision	◆		1-3,5,7,8,10,12,15
Field of vision	◆		1,2,5,7-10,12,15,17,21,22
Face-to-face conversation	◆		1-4,7,10,12-15,18,19
Verbal conversation with others	◆		1-4, 6, 7, 10-19
Public speaking	◆		13, 14
Hear normal conversation	◆		1-6, 7, 10-19
Hear telephone conversation	◆		1, 3, 4, 7, 12, 13, 16

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Environmental Factors	YES	NO	Essential Function/s Number
Works indoors	◆		1-4,6-11,13-17,20-23
Works outdoors	◆		1-23
Exposure to extreme hot or cold temp	◆ ◆		1-23 1,2,7,8,10,12,15,17,19 20-22
Working at unprotected heights	◆		
Being around moving machinery	◆		1,2,7,10,12,15,17,21,22
Exposure to marked changes in temperature/humidity	◆		1-22
Exposure to dust, fumes, smoke, gases, odors, mists or other irritating particles (<i>specify</i>) (<i>Ethylene oxid gas</i>)	◆		1-22
Exposure to toxic or caustic chemicals	◆		1,2,7-10,12,15,17,22
Exposure to excessive noises	◆		1,2,4,5,8-10,12,17,22
Exposure to radiation or electrical energy	◆		1,2,4,5,7,8,10,12,15,17,22
Exposure to solvents, grease, or oils	◆		1,2,5,7-10,12,15,17-22
Exposure to slippery or uneven walking surfaces	◆		1,2,4,8-10,12,15,17-19 21,22
Working in confined spaces	◆		1,2,7-10,12,15,17,21 22
Using computer monitor	◆		1, 3, 7, 11, 15, 23
Working with explosives	◆		7, 9, 12, 15, 17, 20, 21

Environmental Factors	YES	NO	Essential Function/s Number
Exposure to vibration	◆		1, 2, 7, 8, 12, 17,21,22
Exposure to flames or burning items	◆		1, 2, 8, 12, 17
Works around others	◆		1-23
Works alone	◆		1-23
Works with others	◆		1-23
Safety Equipment (<i>Required to wear</i>) <i>Safety glasses</i>	◆		9, 22
Face mask/face shield	◆		22
Ear plugs	◆		9, 22
Hard Hat	◆		22
Protective Clothing	◆		22

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Cognitive/Mental Factors	YES	NO	Essential Function/s Number
Reasoning Deal with abstract and concrete variables, define problems, collect data, establish facts, and draw valid conclusions	◆		1-3, 7,11,12,15,16,22
Interpret instructions furnished in oral, written, diagrammatic, or schedule form	◆		1, 3, 7, 11, 13-15
Deal with problems from standard situations	◆		1-5,7,9,10-16,18,19
Carry out detailed but uninvolved written or oral instructions	◆		1-4,7,9,10,12,13-15, 18-20,22,23
Carry out one or two step instructions	◆		1-4,7,9,10,12,15,22,23
Mathematics Complex skills –Business math, algebra, geometry or statistics	◆		3, 7, 12
Simple skills – add, subtract, multiply and divide whole numbers and fractions, calculate time and simple measurements	◆		3, 7, 12
Reading Complex skills - Comprehend newspapers, manuals, journals, instructions in use and maintenance of equipment, safety rules and procedures and drawings	◆		1, 3, 4, 7, 11, 14, 15

Cognitive/Mental Factors	YES	NO	Essential Function/s Number
Simple skills - Comprehend simple instructions or notations from a log book	◆		3, 6, 7, 13-15, 20
Writing Complex skills – Prepare business letters, report summaries using prescribed form at and conforming to all rules of punctuation, spelling, grammar, diction and style	◆		3, 4, 7, 11, 13-15
Simple skills – English sentences containing subject, verb and object; names and addresses, complete job application or notations in log book	◆		3, 4, 7, 11, 13-15
Perception Spatial – ability to comprehend forms in space and understand relationships of plane and solid objects; frequently described as the ability to “visualize” objects of two or three dimensions, or to think visually of geometric forms	◆		2-5, 7,10,12,14,15,17,22
Form – ability to perceive pertinent detail in objects or in pictorial or graphic material; to make visual comparisons and discriminations and see slight differences in shapes and shadings of figures and widths and lengths of line	◆		2-5,7,8,10,12,15,22,23

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Cognitive/Mental Factors	YES	NO	
Clerical – ability to perceive pertinent detail in verbal or tabular material; to observe differences in copy, to proof-read words and numbers, and to avoid perceptual errors in arithmetic computation	◆		1,3,4,6,7,12,14,15
Data Synthesizing	◆		1-4, 7, 11, 14, 15
Coordinating	◆		1-3,7,8,10,12,15,17-19
Analyzing	◆		1-4, 7, 8, 11-17
Compiling	◆		3, 6, 7, 10-12, 14, 15
Computing	◆		3, 4, 7, 11-16
Copying	◆		1,3,4,7,11,12,14,15,23
Comparing	◆		1, 3, 4, 7, 11-16
Personal traits Ability to comprehend and follow instructions	◆		1-23
Ability to perform simple and repetitive tasks	◆		1-3, 5-15, 17-23
Ability to maintain a work pace appropriate to a given work load	◆		3-7, 11, 12, 15
Ability to relate to other people beyond giving and receiving instructions	◆		2,3,5,7,8,10,12,13-17, 22,23

Cognitive/Mental Factors	YES	NO	Essential Function/s Number
Ability to influence people	◆		1-3, 7-10, 12-14,17-19
Ability to perform complex or varied tasks	◆		2,4,5,7,9,11,12,14,15, 18,19
Ability to make generalizations, evaluations or decisions without immediate supervision	◆		1-23
Ability to accept and carry out responsibility for direction, control and planning	◆		1-3, 5, 7-23

NOTE: A change in your ability to perform any of the essential functions must be reported to Kevin Dean, Associate Dean, Public Safety Services (608-789-4765) or to your instructor immediately.

(Updated April 2018)