



ACKNOWLEDGEMENT AND WAIVER OF CPAT ORIENTATION AND/OR CONDITIONING PERIOD AND/OR TIMED PRACTICE SESSIONS



This form must be signed before you will be permitted to take the Candidate Physical Ability Test (CPAT) if you did not attend the orientation and practice sessions prior to this test. Your decision to waive your participation in the orientation and practice sessions will not be viewed negatively by the Arlington County Fire Department (ACFD) in your consideration in this recruitment process. However, you must successfully pass the CPAT test, as officially administered, as a requirement to continue further in this process. Please read the following information.

ACFD will administer CPAT as a condition of hire and must ensure that all candidates were provided full equal access to a CPAT orientation and practice program. The orientation and practice program must commence at least eight (8) weeks before commencement of the official CPAT test date. This program is composed of two phases: Orientation/Practice Program and the Timed Practice sessions.

1. ACFD will provide each candidate a full and equal opportunity to attend at least two (2) orientation sessions during which candidates will receive “hands-on” familiarity with the actual CPAT test apparatus. These required orientation sessions will be provided by certified Peer Fitness Trainers, fitness professionals and/or CPAT-trained firefighters (proctors). These individuals will familiarize each candidate with each CPAT task and the test apparatus. They will advise all candidates concerning specific conditioning regimens and techniques to help each candidate prepare for the CPAT test.
2. ACFD will provide each candidate a full and equal opportunity to attend at least two (2) timed practice runs of the CPAT, using CPAT apparatus. These required timed practice runs must occur within thirty (30) days before the commencement of the official CPAT test dates. Following each practice session, certified Peer Fitness Trainers, fitness professionals, and/or CPAT-trained firefighters (proctors) shall help the candidates understand the test elements and how they can improve their performance and conditions.

This two-phased orientation and practice program is a mandatory condition for candidates taking the CPAT test. However, it is recognized that some individuals may be capable of passing CPAT without participation in these programs. These individuals may excuse themselves from this mandatory condition upon the receipt by ACFD of a written and signed waiver, acknowledging that ACFD made available these programs on an equal basis to all candidates and that the candidate knowingly and voluntarily waived participation in the orientation and practice session program.

The orientation sessions are designed to give each candidate identical information regarding the tests so that each will have the maximum probability for success. During the classroom orientation and practice sessions, candidates are shown the CPAT orientation video and are given the CPAT Candidate Preparation Guide. The orientation and practice sessions provide an equal and full opportunity for each candidate to view the test events, talk with qualified professionals and instructors and physically examine and use test equipment, tools, and props in a controlled and consistent setting. Candidates are directed to familiarize themselves with all elements of the test. Further information regarding the classroom orientation and the practice orientation may be obtained by contacting the Fire/EMS Captain I Human Resources Officer, at (703)228-0098.

I have read and understand the nature of the Orientation and Practice (General and Timed) portions of the CPAT program, and the time period between orientation and actual administration of the CPAT test. By executing this acknowledgement, I hereby knowingly and voluntarily waive my right to participate in the above-described orientation and practice sessions.

LAST NAME (please print) _____

FIRST NAME _____

APPLICANT SIGNATURE _____

DATE _____