



Physical Ability Test (PAT)
For Correctional Officers
CCDOC-2018-003

COOK COUNTY DEPARTMENT OF CORRECTIONS MEMORANDUM

TO: All Interested Correctional Officers	DATE: August 13, 2018
FROM: Jeff Johnsen, Chief of Operations	
SUBJECT: Physical Ability Test (PAT) Posting Announcement	

Posting Date: August 13, 2018
Internal and Internet Posting Version

Pursuant to Article XIV, Section 14.3 Posting of Vacancies and Bidding, of the Collective Bargaining Agreement and Article J – Seniority Plus Bid Transfer of the Sheriff’s Employment Action Manual, applications will be distributed for a Physical Ability Test (PAT) for eligibility into the Electronic Monitoring Unit and any Sheriff’s Cook County Department of Corrections unit requiring the PAT Test.

Summary

The Sheriff’s Office will conduct an annual PAT for eligibility into the Electronic Monitoring Unit and any Sheriff’s Cook County Department of Corrections unit requiring the PAT test. If an employee passes the PAT test, he or she will be considered to have met the PAT requirements for any of the units for a period of one year from the date of the PAT results. After one year, the PAT results expire. If an employee has not been selected for a unit within one year of the results of the PAT, and the eligibility list for the unit is still open after the PAT results have expired, then he or she will need to pass the PAT again prior to being selected for a unit.

The PAT must be passed prior to bidding to any of the units. This requirement will be verified prior to awarding the assignment.

Selection Process

Candidates that pass the PAT *and meet the Minimum Qualifications relevant to the specific unit for which they are bidding for*, will then be selected based upon seniority.

Application Instructions

Applications are available for pick up at the following location and on the Sheriff’s website www.cookcountysheriff.org beginning Monday, August 13, 2018 through Friday, August 24, 2018, 7:00am–3:00pm, Monday – Friday:

Administrative Reports Unit
Division V, First Floor, Near Rear Dock
2700 S. California Avenue
Chicago, IL 60608
Office hours: 7:00am–3:00pm, Monday – Friday

*****To be added to the PAT Test schedule, all interested Officers must submit an email to ccso.aru@cookcountyil.gov that includes the employee’s name, JDE#, Division/Unit and Shift/Detail. *Officers assigned to the 10-6 or 11-7 Shifts, when sending your email to ccso.aru@cookcountyil.gov, please indicate your preferred testing time 0730hrs. or 1530 hrs. We will attempt to accommodate as many staff members testing time requests as possible. All emails to participate in the PAT Test must be sent to ccso.aru@cookcountyil.gov by 3:00pm on Friday, August 24, 2018.*****

Please note that all notifications (PAT test notifications, qualification status, etc.) shall be sent via email or posted on the Sheriff's website. Please regularly check your CCSO email account (pursuant to Sheriff's Order 11.4.20.2) and check the Sheriff's website to ensure that you receive these important notifications in a timely manner.

Testing Location, Date and Times:

Tuesday, August 28, 2018 at the:
Mental Health Transition Center (MHTC)
2801 South Rockwell Avenue

0600-1400/0700-1500 shift Officers will PAT test at 1530 hrs.

1400-2200/1500-2300 shift Officers will PAT test at 0730 hrs.


2200-0600/2300-0700 shift Officers will PAT test at 0730 hrs. or 1530hrs. - Testing times will be assigned
RTUT and SMT Officers - Testing times will be assigned.

An alternate site will be announced in the event of inclement weather

Please note: All PAT Testing is done on a voluntary basis. Applicants must take their PAT test outside of their regular work hours.

PLEASE NOTE: The Physical Ability Test Release and Waiver, Medical Release Form must be completed and signed by your personal physician (Doctor of Medicine) and must be brought with you on your scheduled Physical Ability Test date. Only the original form will be accepted; no substitute forms, no faxes, no copies. Failure to follow these instructions will result in your disqualification.

Note: Any false information, omissions or misrepresentations made on any documents submitted in this interview process will result in immediate disqualification as a candidate for any Cook County Sheriff's Bid Transfer.

I certify, that no political reasons or factors were considered in any decision I made or action I took relating to this employment action. Further, I do not know of, or have any reason to believe that, anyone else considered or took action based on political reasons or factors with respect to this employment action.		
Printed Name:	Department Head or Designee's Signature:	Date:
Jeff Johnsen, Chief of Operations		08/13/2018

SIGNATURE:

Cc: All CCDOC Assistant Executive Directors
All CCDOC Superintendents
Marie Rangel, Director, Sheriff's Bureau of Training and Education
John Webb, Executive Director, Electronic Monitoring Unit
Matthew Burke, Interim Executive Director, Human Resources
Robert Egan, Compliance Officer CCSO
Ofc. M. Robinson, Chief Union Steward (Teamsters)
File

