



Placement of the PCBS in the Screening Process

Typically police departments screen candidates using several components, including, for example: written examination, oral/video examination, background investigation, medical examination, and a physical abilities test. The order of these is determined, in part, by law (for example, the Americans with Disabilities Act mandates that departments only conduct the medical examination after having made a conditional offer of employment). The order of the screening components may also be based on considerations of practicality and cost. Practicality considerations include the length of time needed to complete the screening components. Cost is minimized when the least expensive and most practical screening tool is used first. This may be the PCBS.

The Legality of Using the PCBS

The use of the PCBS is intended to comply with legal and professional standards for assessment as described in the Standards for Educational and Psychological Testing, the Civil Rights Act of 1964, as amended, the Civil Rights Act of 1991, the Americans With Disability Act of 1990, the Principles for the Validation and Use of Personnel Selection Procedures, and the federal Uniform Guidelines on Employee Selection Procedures.

Various federal, state, and local laws and policies can determine the questions which candidates may be asked in different jurisdictions. Each jurisdiction should review the PCBS to assure that one or more questions are not in conflict with the laws or policies of the jurisdiction (see below).

Using the PCBS in a Particular Jurisdiction

The decision to use the PCBS should be made after consideration of the content of the PCBS with respect to the job duties and requirements for the jurisdiction. It is important that each jurisdiction review the PCBS to identify any questions which might be inappropriate or even illegal in the jurisdiction. Beyond the restrictions due to Federal law, some jurisdictions have additional restrictions on questions which may be asked of job applicants. Review of the PCBS by local legal counsel is recommended. If there are any questions which may not be asked in a jurisdiction, candidates should be given a list of the questions which they are not to answer (No jurisdiction has had to do this).