

**University of Chicago Police Department
GENERAL ORDER**

<i>Effective Date</i> November 5, 2018		<i>Number</i> GO 1011
<i>Subject:</i> Employee Support and Health/Fitness		
<i>References:</i> CALEA Standards: 22.2.3, 22.2.4, 22.2.6, 22.3.1, 22.3.2		
<i>Reevaluation Date</i> Annually		<i>No. Pages</i> 3
<i>Amends</i> 11 MAY 2018 Version 14 AUG 2013 (O.D.P.)		<i>Rescinds:</i>
<i>Approved By:</i> Kenton W. Rainey, Chief of Police	Signature: Original signed document of file in Accreditation Office	

1011.1 PURPOSE

The purpose of this order is to describe employee support services and health and fitness policy.

1011.2 PERSONNEL SUPPORT SERVICES

A. PERSONNEL / FAMILY-VICTIM ASSISTANCE

The Department will provide assistance services to personnel and their families following line-of-duty deaths or serious injury to include, but not limited to, the following:

1. Notifying the family of the deceased or injured officer in a timely and compassionate manner.
2. Assisting the family at the hospital.
3. Supporting the family at the funeral or burial.
4. Assisting the family with legal and benefits matters.
5. Counseling the family regarding financial and other possible problems.
6. Supporting the family during criminal procedures, if any.
7. Maintaining long-term support contact with the family and keeping informed of their needs.

The Chief of Police will designate an employee to be the Department representative and ensure that necessary and appropriate assistance are given.

B. EMPLOYEE ASSISTANCE PROGRAM

The Department makes available to all employees an Employee Assistance Program (Staff and Faculty Assistance Program) to assist in identification and resolution of concerns and problems (personal or job-related), which may adversely affect an employee's personal or professional well-being or job performance. SFAP can assist with concerns which may include, but are not limited to, physical health concerns, marital status, family, financial, substance abuse, emotional/stress, depression, low self-esteem, vocational concerns or other personal matters.

1. The relationship between the employee and SFAP is confidential. When an employee voluntarily contacts SFAP, only the employee and SFAP will be aware of the contact.
2. Records regarding employees admitted to a treatment program are confidential to the extent consistent with State, University, and Departmental guidelines. The SFAP may make appropriate notifications to the Chief of Police and the Human Resource representative if an employee is unable to continue their duties while involved in treatment.

Employees may contact the University of Chicago Staff and Faculty Assistance Program (Perspectives Ltd.) by phone at (800) 456-6327. Further information can be found at: <http://hrservices.uchicago.edu/benefits/healthwelfare/sfap.shtml>

1011.3 MEDICAL EXAMINATIONS

UCPD does not require physical examinations for employees. Pre-employment physicals, and examinations before return to work after injury or illness, are covered elsewhere.

1011.4 HEALTH AND PHYSICAL FITNESS

General health and physical fitness, to perform job tasks identified, should be a personal and professional goal of every employee of the Department. Research indicates that physical fitness and proper diet improve both physical health and job performance. Employees may utilize voluntary health and fitness programs to benefit University employees.

1011.5 FITNESS INCENTIVE

In an effort to aid sworn personnel in maintaining physical fitness and a healthy lifestyle, the University will offer a monetary incentive of \$500 (before payroll deductions) each calendar year, to sworn personnel who complete the Illinois Law Enforcement Training and Standards Board Peace Officer Wellness Evaluation Report ("POWER") test.

Sworn personnel participation in the POWER test is voluntary and will occur during an employee's off-duty hours and without compensation. No sworn employee will suffer

adverse action or retaliation due to their test results or for choosing not to participate in the test.