



Northwest Arkansas Metropolitan Fire Chiefs Association

CANDIDATE PHYSICAL ABILITY TEST Test Administration Policy

CPAT will be administered by member departments that are properly licensed by the IAFF/IAFC to do so. The on-site Test Administrator will ensure proctors and the support staff are sufficiently trained in their assigned position prior to commencement of any component. Proctors and staff will wear uniform clothing approved by the Association.

Member departments that are properly licensed shall enter into a written agreement entitled “Regional Candidate Physical Ability Testing Process Agreement” with the Association. This agreement shall be available from, and recorded by, the Secretary of the Association.

The examination, and accompanying orientation and practice sessions, will follow the procedures of administration set by the IAFF/IAFC. This will be in accordance with the most current publication of the Candidate Physical Ability Test.

The on-site Test Administrator will have authority to determine sufficient staff is on-site to allow candidates to challenge CPAT during a practice session. If the determination is negative, the candidates are expected to fully utilize the practice session as a practice and return for the scheduled exam date.

The on-site Test Administrator will have authority to suspend or cancel any orientation, practice, or CPAT due to severe weather or unforeseen circumstances. If a determination is made to suspend or cancel a component of the process, the Test Administrator will utilize candidate registration information to notify them of such decision as soon as possible.