

	KANSAS CITY MISSOURI POLICE DEPARTMENT PERSONNEL POLICY	DATE OF ISSUE 05/15/2023	EFFECTIVE DATE 05/15/2023	NO. 236-04
	SUBJECT Policy Series 200: Employee Guidelines 236 - Outside Agency Lateral Transfer			AMENDS
REFERENCE PPBM: Re-employment of Former Department Members; Selection Process for Vacancies; Sworn Ranks, Titles, and Promotion Process DM: CBA between the BOPC & FOP Lodge 99 SO: Hybrid Academy Pilot Program		RESCINDS PPBM: 236-03		

I. INTRODUCTION

This directive establishes guidelines for law enforcement officers from other agencies who may be considered for employment on a lateral transfer basis.

II. POLICY

- A. Lateral transfer applicants (Applicants) must have been a full time non-probationary law enforcement officer with at least one (1) year of experience to be considered for employment.
- B. Applicants will not be considered for employment if the intended separation from their recent employer, or any prior law enforcement employer, is due to pending termination related to disciplinary action.
- C. Applicants must successfully complete the employment process required of all law enforcement applicants to include:
 - 1. Physical Abilities Test (PAT)
 - 2. Polygraph Examination
 - 3. Background Investigation
 - 4. Oral Board
 - 5. Physical Examination
 - 6. Psychological Evaluation
- D. All Applicants desiring a lateral transfer must have a current Peace Officer Standards and Training (POST) Class A certification as required by the State of Missouri.

III. GUIDELINES

- A. The Training Division will determine, on a case-by-case basis, the training needs of each Applicant.

- B. The Human Resources Division (HRD) will determine the eligibility of each Applicant, i.e., size of department previously employed, which academy they received training, etc.
- C. Applicants are required to successfully complete:
 - 1. The Field Training and Evaluation Program (FTEP) with a Field Training Officer (FTO) identical to a law enforcement member who graduates from a full training academy.
 - 2. A six (6) month minimum probationary period to commence at the beginning of the Field Training and Evaluation Program.
- *D. The beginning salary for Applicants will be determined by HRD and will not exceed Step E of the salary of an existing sworn member with the same uninterrupted years of service.
- E. Exceptions to this directive must be approved by the Chief of Police.



Stacey Graves
Chief of Police

Adopted by the Board of Police Commissioners this 25 day of April, 2023.



Mark C. Tolbert
Board President

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