

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Recommendation on Agreement for Services with The FMRT Group, LLC to Perform Comprehensive Psychological and Medical Evaluations for the Police Department	
FROM: C. H. Cheeks, III, Chief of Police	MEETING DATE: 8/19/2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: N/A
ATTACHMENTS: Recommendation memo Services Proposal/Fee Schedule	

PURPOSE: The City Council is requested to approve the Police Chief's recommendation of an Agreement for Services with The FMRT Group, LLC to perform Comprehensive Psychological and Medical Evaluations for Police Department employees.

BACKGROUND: The High Point Police Department, with deliberation and thoughtful assessment, wishes to engage The FMRT Group for pre- and post-hire evaluations, support, and training services. Employee physicals are conducted on schedules as needed to ensure Police employees are able physically able to perform their duties. Additionally, the Department has experienced a growing need for employee wellness appointments.

BUDGET IMPACT: Funds are available in the FY 2024-25 budget.

RECOMMENDATION/ACTION REQUESTED: The Police Department recommends approving and authorizing the creation of an Agreement for Services to perform Annual Psychological and Medical Evaluations for one-year with up to two one-year renewals terms, with an annual cost of services not to exceed \$100,000 per year and authorize the appropriate City Official(s) to execute all necessary documents.



**Proposal for Psychological and Medical Services
for the High Point Police Department**

Elizabeth Morris, M.A.
Chief Executive Officer and Managing Member

Jennifer Beauchamp, M.A., SHRM-CP
Chief Operating Officer and Managing Member

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July 16, 2024



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Our Mission

The FMRT Group sets the standard for safety-sensitive employers when it comes to comprehensive psychological and medical evaluations.

Our Vision

The FMRT Group provides its clients with the ability to make the most informed hiring decisions possible and maximize their human capital investment post-hire. Through a combination of delivering world-class psychological services, having in-depth industry knowledge and cultural awareness, and through constant learning, The FMRT Group provides safety-sensitive employers unmatched levels of service, information, and support. All these make The FMRT Group the clear choice when employers seek to hire and retain personnel that holds a position of authority.

Our Core Values

- **Professional** – Exude professionalism when interacting with clients, clinicians, and with each other.
- **Positive** – Our offices are a positive environment in which we can communicate and share ideas.
- **Solution-Oriented** – Take intelligent risks and have positive ideas to remove obstacles.
- **Compliant** – Follow the standard operating protocol, guidelines, standards, and laws.
- **Committed** – Act like owners. Take ownership of the processes that are yours. Demand excellence from yourself and others.
- **Caring** – Relationships matter. Be honest, open, and have constructive conversations with each other. Be respectful to one another and all the stakeholders.

I. UNDERSTANDING OF SAFETY-SENSITIVE DEPARTMENT NEEDS

To make the most informed hiring decisions possible and maximize its human capital investment, the High Point Police Department is seeking comprehensive psychological and medical services. The FMRT Group has the precise combination of qualifications and experience required to meet these needs.

FMRT sets the standard for safety-sensitive employers by:

- Offering appointments at nine offices in the southeast, as well as a virtual option (telepsych)
- Scheduling appointments promptly by a culturally competent client support team member
- Providing next business day verbal recommendations for pre-employment evaluations
- Delivering comprehensive written reports within five-to-seven business days
- Providing employers with a secure online database to track progress and access reports
- Licensed doctoral-level psychologists and advanced practice professionals spending quality time with our clients' applicants and employees
- Following the professional practice and ethical guidelines of the American Psychological Association and the American Board of Professional Psychology for clinical, forensic, police, and public safety psychologists, in addition to legal and industry standards
- Committing to quality and efficient medical assessments. Our advanced practice medical providers adhere to high standards of ethical, professional and business conduct, and are in full compliance with all applicable federal and state laws and regulations to include, but not limited to industry-specific Medical Screening Guidelines

II. BEFORE-HIRE SERVICES

A. The FMRT BRAINS[™] Assessment

BRAINS[™] is an acronym for **B**iographical **R**isks **A**nd **I**nconsistencie**S**. It's an online, cost-effective, ADA-compliant assessment that is proprietary to The FMRT Group.

The BRAINS[™] was designed for early identification of historical life events that range from commonplace to very serious and applicant attitudes that are inconsistent with successful employment. In the BRAINS[™], the applicant must provide an accurate explanation of any potentially significant events and attitudes. Overall, the BRAINS[™] was specifically designed to jump-start employment interviews and background investigations.

Authored by Drs. John F. Warren III and Gustavo R. Grodnitzky, the original BRAINS[™] Assessment was introduced in 2007 following a pilot study within the applicant pool of a large, municipal police department in North Carolina. In addition to helpful content in the assessment report, we found that the use of the BRAINS[™] in hiring results in time savings (interviews and background investigations) of nearly 50%!

More than 660 FMRT clients representing public safety, fire service, and EMS agencies now use the BRAINS[™] Assessment. The process and report formats benefit from ongoing updates by Dr.

Warren. These changes involve the tweaking of particular BRAINST[™] statements, revisions to the BRAINST[™] administration website, and revisions to the report format. Our secure website, FMRT Online was developed as a means of providing immediate and secure employer access to their applicants' BRAINST[™] reports.

Note: Both BRAINST[™] and FMRT are trademarks of The FMRT Group, LLC.

B. Pre-Conditional Offer Screenings

Pre-conditional offer screening reports include qualitative and quantitative data results derived from biographical information, including, but not limited to, the FMRT BRAINST[™] Assessment and a normal personality assessment. Report findings will either be “Issues for Further Consideration” or “No Issues.” These findings are based on a data-driven matrix developed by Dr. John F. Warren III – FMRT’s board-certified police and public safety psychologist.

Larger departments, typically those that have an academy, will choose this pre-conditional offer screening option. However, other departments may determine them useful as an early hiring step to support background investigations and initial interviews.

The pre-conditional offer screening reports are accessible within five-to-seven business days after the applicant completes required assessments through a secure website (FMRT Online).

Report findings will be either: No Issues of Note or Issues for Further Consideration.

C. Post-Conditional Offer Psychological Evaluations

Post-conditional offer psychological evaluations are conducted by doctoral-level psychologists who have deep industry knowledge and cultural awareness.

Applicant or employee appointments are scheduled within the week of the initial request or the following week. An FMRT client support team member will handle scheduling via phone or email, depending on employer preference, where the name, phone number, and email address of the applicant will be collected. The applicant will then receive an email from the client support staff with directions, instructions, informed consent, and other pre-employment assessments required for the evaluation. Confirmation of scheduled evaluations with accompanying dates and times can be sent to the employer via email upon request.

The applicant is then seen for an evaluation, a verbal report is phoned or emailed to the agency-designated personnel the next business day, and the final report and recommendation follows within five-to-seven business days.

The FMRT Group also offers virtual (telepsych) as an added convenience for psychological evaluations. It’s the same quality pre-employment assessment with the convenience of an online, face-to-face clinical interview with the psychologist. Telepsych can be done from any location with a stable internet connection, is cost-effective, and provides faster scheduling options.



The typical process for our post-conditional offer psychological evaluation is as follows:

1. Prior to the clinical interview appointment, our psychologist will prepare for the interview based upon the important background data gathered from the applicant-completed assessments listed below:
 - The Online Personal History Statement (NC F-3 or PHS)
 - The FMRT BRAINS™ Assessment
 - California Psychological Inventory 260 – Police and Public Safety Selection Report (CPI-PPSSR)
 - Personality Assessment Inventory – Public Safety Selection Report (PAI-PSSR)
 - Wonderlic Cognitive Ability Test
2. Prior to the evaluation, designated personnel will:
 - Greet and check photo ID
 - Go over informed consent to ensure understanding
3. The clinical interview will consist of:
 - A mental status examination
 - A structured interview
 - A discussion of any concerning/inconsistent data
4. After the interview:
 - FMRT will provide the employer with a next-day verbal recommendation via email or phone, based on the employer's preference
 - Recommendations:
 - i. Suitable
 - ii. Deferred, pending internal clinical consultation, testing, or records
 - Within five-to-seven business days, FMRT will send an email notification to alert a designated department employee(s) that the final post-conditional offer psychological report is ready for review via a secure website, www.fmrtonline.com. Each department personnel will create their own unique login information.

Report findings will be either: Suitable or Not Suitable.

D. Post-Conditional Offer Medical Evaluations

Our medical evaluations are performed by Advanced Practice Professionals (APPs) who understand safety-sensitive needs. APPs review the specific job functions and relay any potential medical barriers that may preclude an applicant from employment based on state guidelines. Medical results are summarized in a comprehensive online report, accompanied by the required state forms. Medical evaluations include a 5-panel drug screen and tuberculosis skin testing if warranted, based on the responses on the applicant's tuberculosis risk questionnaire. The typical process for our post-conditional offer medical evaluation is as follows:



1. Our APP will review the F-1 or medical history statement completed by the applicant. Any questions or concerns will be addressed with the applicant during the evaluation.
2. The medical evaluation will consist of:
 - Tests/labs:
 - Urinalysis, chain-of-custody urine drug test
 - TB skin test (if warranted)
 - Audiometry reading
 - Wellness assessment
 - Completion of the medical form (F-2 or industry-specific medical documentation)
3. After the evaluation:
 - Our APP and clinical psychologist will discuss their findings, if necessary
 - Within five-to-seven business days, FMRT will deliver the final post-conditional offer medical report via a secure website, www.fmrtonline.com. Each department has its own unique login information.

Report finding will be: No Medical Barriers to Employment, Potential Medical Barriers to Employment or Medical Barriers to Employment.

E. Assessment Descriptions

Online Personal History Statement (PHS or NC F-3)

The NC F-3 collects standard background and demographic information. Once submitted, it is immediately available for employer access via FMRT Online.

The BRAINS™ Assessment

The BRAINS™ Assessment may be used prior to background investigations, interviews, and other early hiring steps. This assessment allows employers to read the applicants' typed explanations of every event they endorse to be true. The BRAINS™ Assessment interacts with the online PHS or NC F-3, allowing employers to see any possible discrepancies.

CPI260 – Police and Public Safety Selection Report (CPI260-PPSSR)

The CPI is a self-report questionnaire designed to measure normal-range human behavior. It consists of 260 true/false items representing concepts (such as tolerance, responsibility, integrity, empathy, and self-control) that are commonly used to describe and understand human behavior. The CPI Police and Public Safety Screening Report is a specialized report designed for use by licensed psychologists for evaluations of applicants for police and other public safety positions. This report helps the evaluator assess the psychological suitability of the applicant to perform the functions required by the position.

Personality Assessment Inventory – Public Safety Selection Report (PAI-PSSR)

This objective inventory of adult personality assesses psychopathological syndromes and provides information relevant for clinical diagnosis, treatment planning, and screening for psychopathology. The 344 PAI items constitute 22 non-overlapping scales covering the constructs most relevant to a broad-based assessment of mental disorders: four validity scales, 11 clinical scales, five treatment scales, and two interpersonal scales. To facilitate interpretation, and to cover the full range of complex clinical constructs, 10 scales contain conceptually derived subscales. The public safety selection report is based on a normative sample of more than 18,000 public safety job applicants, and it supplements the basic PAI profile and other indices with several innovative features designed specifically to help make employment screening decisions in the public safety field.

Wonderlic Cognitive Ability Test

The Wonderlic is a 12-minute, 50-question exam meant to assess the aptitude of applicants for their ability to learn, understand instructions, adapt and solve problems. The cognitive ability of each applicant is measured through the presentation of a variety of kinds of questions at varying degrees of difficulty. Questions often include math, language, analogies, and spatial problems. The Wonderlic test provides objecting information about the applicant that's not easily measured in other selection methods. Used in conjunction with psychological evaluations and other assessments, the combined information can provide a more holistic perspective of an applicant's ability to perform.

FMRT psychologists trained in the specific field of police and public safety determine the appropriate assessments and processes for psychological and medical referrals. It is their discretion to choose and change testing and procedures based on ongoing research and the development of tools best suited for these clinical evaluations.

III. AFTER-HIRE SERVICES

A. Service Categories

Counseling

The FMRT Group offers safety-sensitive focused short-term counseling for professionals when there are work-related problems that go beyond the scope of EAP or when the employee would prefer to speak with a culturally-sensitive psychologist. Unlike FMRT's evaluations, our dedicated psychologists do establish doctor-patient confidentiality. Counseling appointments are for the benefit of the employee; therefore, the employer will not receive any documentation or recommendations regarding these appointments.

The employer does not receive any information.

Critical Incident Appointments

Critical Incident (CI) appointments are confidential opportunities for the employee to speak with a culturally-sensitive mental health professional. These appointments are typically scheduled



within 48-72 hours, dependent upon employer needs, and include the Symptom Checklist-90-Revised (SCL-90-R) assessment.

The psychologist will explore:

- Responses/reactions to an event
- Availability of family, social, church and other support systems
- Knowledge of professional resources available to them through their work and/or community (family doc, EAP, private providers, etc.)

The employee will also receive psycho-educational material for reference, in addition to a three-month follow-up with the psychologist.

The employer will receive “Attended/Did Not Attend” as the only feedback.

Fitness for Duty Evaluations - Psychological

FMRT follows the International Association of Chiefs of Police (IACP) guidelines for fitness for duty evaluations (FFDE). IACP asserts that fitness for duty evaluations arise due to (1) objective evidence that the employee may be unable to safely or effectively perform a defined job and (2) a reasonable basis for believing that the cause may be attributable to a psychological condition or impairment.

As a result, our fitness for duty opinions spring from:

- Knowledge of the specific job functionalities
- Knowledge about department concerns regarding specific job-related issues
- Psychological, medical, and behavioral findings during the time of the evaluation

Our FFDE will include clinical consultation and mental status examination with the employee, review of relevant records, relevant psychological and/or laboratory testing such as the Symptom Checklist-90-Revised (SCL-90-R) and the Minnesota Multiphasic Personality Inventory-3 (MMPI-3), and a general physical (if referred for Medical FFDE due to a work-related nexus or after FMLA and clearance from PCP). After evaluation, you receive our concise, written report that addresses the specific question: *Is this employee able to safely perform essential job functions at this time?*

Report findings will be either: Fit for Duty or Not Fit for Duty.

Mental Wellness Appointments

Mental wellness appointments are confidential opportunities for the employee to speak with a culturally-sensitive mental health professional. These appointments are for one hour and include the Symptom Checklist-90-Revised (SCL-90-R) assessment.

The psychologist will explore:

- Work challenges, adaptation, and coping with essential job functions. Perceived strengths and relative weaknesses



- Availability of family, social, church, and other support systems
- Knowledge of professional resources available to them through their work and/or community (family doc, EAP, private providers, etc.)

The employee will also receive psycho-educational material for reference.

The employer will receive “Attended/Did Not Attend” as the only feedback.

Physical Wellness Appointments

Our physical wellness appointments are performed by Advanced Practice Professionals (APPs) who understand the physical requirements of first responders. The physical wellness results are summarized and shared with appropriate agency staff pre-determined by the agency. The typical process for a physical wellness exam is as follows:

1. Our APP will review the medical history statement completed by the employee. Any questions or concerns will be addressed with the employee during the evaluation.
2. The exam will consist of:
 - a. A thorough physical examination that includes Gait Assessment; Height; Weight; Vital Signs, Oxygen Saturation; Depth Perception via Frisby or Titmus testing; Color Vision via standard plates; Hearing test via audiometer testing at 500, 1000, 2000 and 3000 Hz; as well as, Cardiovascular, HEENT (head, eyes, ears, nose, throat), Respiratory, Abdominal, Musculoskeletal, Genitourinary (if clinically indicated), Neurological Systems, and Skin Examination.
 - b. Tests/labs:
 - CBC w/ differential and Platelets, CMP, lipid panel (collected at LabCorp)
 - Medical Urinalysis
 - Far Vision Acuity Screen (Snellen)
 - Audiometry reading (per above)
 - c. Wellness Assessment
 - d. Completion of the Medical Report
3. After the exam:
 - Within five to seven business days, FMRT will deliver the final physical wellness report via a secure website, www.fmrtonline.com to the appropriate personnel.

Report findings will be provided in the summary section indicating:

- No identifiable physical conditions that suggest further examination; OR, there are identifiable physical conditions (stated) that suggest further examination.

- There are no reservations about the employee's ability to perform the required duties physically; OR, there are reservations about the employee's ability to perform the required duties physically.

B. Assessment Descriptions

CPI260 – Police and Public Safety Selection Report (CPI260-PPSSR)

The CPI is a self-report questionnaire designed to measure normal-range human behavior. It consists of 260 true/false items representing concepts (such as tolerance, responsibility, integrity, empathy, and self-control) that are commonly used to describe and understand human behavior. The CPI Police and Public Safety Screening Report is a specialized report designed for use by licensed psychologists for evaluations of applicants for police and other public safety positions. This report helps the evaluator assess the psychological suitability of the applicant to perform the functions required by the position.

Fundamental Interpersonal Relations Orientation (FIRO-B)

The 54-item FIRO-B assessment measures interpersonal needs on three scales: inclusion, control, and affection. The FIRO-B reveals how interpersonal needs drive a person's behavior; shape a person's ability to build trust, influence others, and create productive relationships; facilitate the formation and re-engagement of teams; and highlight perceptual gaps that may inadvertently derail relationships. It generates a variety of comprehensive interpretive reports to support applications.

Minnesota Multiphasic Personality Inventory-3 (MMPI-3)

Composed of 335 items, MMPI-3 is the most up-to-date personality assessment available for mental health, medical, forensic, and public safety settings. This assessment delivers comprehensive information from 52 scales to assist in evaluation, diagnosis, and treatment planning. The MMPI-3 continues to build on the history and strengths of the MMPI instruments to provide an empirically validated, psychometrically relevant dimensional approach to assessment of personality and psychopathology.

Myers-Briggs Type Indicator (MBTI)

The MBTI helps individuals gain insight about themselves and how they interact with others while also helping improve how they communicate, learn, and work. It provides a powerful framework for building better relationships, driving positive change, harnessing innovation, and achieving excellence. The MBTI assessment makes Carl Jung's theory of psychological type both understandable and highly practical by helping individuals identify their preferences in four areas: where individuals focus their attention, how they take in information, how they make decisions based on that information, and how they deal with the world.

Personality Assessment Inventory (PAI)

This objective inventory of adult personality assesses psychopathological syndromes and provides information relevant for clinical diagnosis, treatment planning, and screening for psychopathology. The 344 PAI items constitute 22 non-overlapping scales covering the constructs most relevant to a broad-based assessment of mental disorders: four validity scales, 11 clinical scales, five treatment scales, and two interpersonal scales. To facilitate interpretation,

and to cover the full range of complex clinical constructs, 10 scales contain conceptually derived subscales.

Personality Assessment Inventory Police and Public Safety Selection Report

The PAI Police and Public Safety Selection Report was created by Johnson, Roberts and Associates, Inc. (JR&A) in 1995. This special purpose employment selection report based on the PAI report was designed to be used by licensed psychologists in conducting psychological evaluations of applicants for police and other public safety positions. The principal purpose of the report is to help the evaluator assess the emotional stability of the applicant, in order to screen out applicants who display job relevant psychopathology. It is generally paired with a test that assesses normal-range personality, such as the CPI.

PsychEval Personality Questionnaire with PsychEval Personality Questionnaire Interpretation (PEPQI)

The PEPQI assesses both normal and pathology-oriented personality traits to provide a multi-dimensional profile of your client. The combination of both domains in one assessment presents a unique perspective of your client's overall functioning. The report content contains normal personality traits, pathology-oriented personality traits, and occupational interests.

Symptom Checklist-90-Revised (SCL-90-R)

The SCL-90-R is a 90-item self-report symptom inventory developed by Clinical Psychometric Research. It is designed primarily to reflect the psychological symptom patterns of psychiatric and medical patients. The SCL-90-R is scored and interpreted in terms of nine primary symptom dimensions (somatization, obsessive-compulsive, interpersonal sensitivity, depression, anxiety, hostility, phobic anxiety, paranoid ideation, and psychoticism) and three global indices of distress (global severity index, positive symptom distress index, and positive symptom total). Ultimately, the SCL-90-R is a measure of current, point-in-time, psychological symptom status.

Thomas-Kilmann Conflict Mode Instrument (TKI)

The TKI is a tool that helps people understand how different conflict-handling styles affect interpersonal and group dynamics — and empowers them to choose the appropriate style for any situation. The TKI assesses an individual's typical behavior in conflict situations and describes it along the two dimensions of assertiveness and cooperativeness. It provides detailed information about how that individual can effectively use five different conflict-handling modes or styles.

FMRT psychologists trained in the specific field of police and public safety determine the appropriate assessments and processes for psychological and medical referrals. It is their discretion to choose and change testing and procedures based on ongoing research and the development of tools best suited for these clinical evaluations.



IV. EXPERIENCE AND QUALIFICATIONS

A. ORGANIZATIONAL CHART

The FMRT Group, LLC	
Chief Executive Officer & Managing Member:	Elizabeth Morris, M.A.
Chief Operating Officer & Managing Member:	Jennifer Beauchamp, M.A., SHRM-CP
Chief Psychologist	Peter Schulz, Psy.D.
Medical Director:	Robert D. Rosen, M.D.
Research Psychologist:	Ashleigh Gallagher, Ph.D.
Director of Client & Clinician Support:	Amanda Hopkins
<u>Psychologists</u>	<u>Advanced Practice Medical Professionals</u>
Dr. Christopher Baker	Kelly Brilliant, PA-C
Dr. Rebecca Barnette	Vanessa Cox, PA-C
Dr. Trent Evans	Tina Hylton, NP-C
Dr. David Gray	Brandi Knight, DNP
Dr. Samuel Gray	Tenika McCorkle, NP-C
Dr. John Helminski	Belinda McFee, PA-C
Dr. Alvin Malesky	Tami Miller, FNP-C
Dr. Todd Morton	Katherine Murray, PA-C
Dr. Laura Nagy	Yolanda Nicholson, FNP-C
Dr. Hal Pickett	Katherine Reddish, PA-C
Dr. Karen Pollard	Amanda Slocum, NP-C
Dr. Amanda Poundstone	Dow Stick, NP-C
Dr. Peter Schulz	
Dr. Laura Stewart	
Dr. Peter Summers	
Dr. Miranda Teel	
Dr. John Warren, ABPP	
Dr. Jay Wiles	
Dr. Stephanie Zuckerman	

Client Support Team: Avandi Flanagan, Bella Hughes, Jenna Kelly, Glenda Martinez, Courtney Martin, Allison Parker, Kaci Presgraves, Delonica Rogers, Shannon Simonds, Mary Julia Smith, Keyla Springs, Evan Warren, Ashley Webber, and Angela Wooten.

B. POINT OF CONTACT

Employer inquiries can be directed to The FMRT Group’s Chief Executive Officer and managing member, Elizabeth Morris. Having been with The FMRT Group since its inception in 2005, Elizabeth has been crucial in building the company to its successful standing today. Elizabeth is the first point of contact for questions or concerns.

Elizabeth Morris, M.A.
Chief Executive Officer & Managing Member
The FMRT Group
elizabeth@fmrt.org
(336) 761-0764 ext. 1011
Fax: (866) 222-5973

C. HISTORY AND ORGANIZATION ORIGIN

In 2005, The FMRT Group recognized a growing need for pre-hire and post-hire psychological services among North Carolina safety-sensitive employers. Today, The FMRT Group has culturally aware members, which include the following teams:

- Management
- Client Support
- Psychological
- Medical
- Research

Our culturally-competent team follow the professional practice and ethical guidelines of the American Psychological Association and the American Board of Professional Psychology for clinical, forensic, police, and public safety psychologists, in addition to legal and industry standards. Committing to quality and efficient medical assessments. Our advanced practice medical providers adhere to high standards of ethical, professional and business conduct, and are in full compliance with all applicable federal and state laws and regulations to include, but not limited to those prescribed by the North Carolina Medical Board, North Carolina Board of Nursing, and industry-specific Medical Screening Guidelines

The FMRT Group’s clinical team receives supervision and training from a board-certified police and public safety psychologist, a Doctor of Medicine, and other subject matter experts in psychology, medicine, and public safety. The clinicians attend two annual Category I APA and Medical CE training events to learn from each other and enhance evidence-based psychological evaluations for safety-sensitive employers. In addition, managing members and clinical team members receive information from the Psychological and Medical Services Section training at IACP annual conferences.

V. **PRICE LIST** (*July 2024 thru June 2025*)

Before-Hire Options and Fees

Before Conditional Offer Screening Options:

Biographical Assessment: The FMRT BRAINS™ \$50.00

After Conditional Offer Psychological Evaluations \$500.00
 Telepsych videoconference option available

After Conditional Offer Medical Evaluations \$310.00

- Vision Testing
- Pulmonary Function Testing
- Audiogram
- Labwork
- 8-Panel Urine Drug Test
- Urinalysis
- EKG

Fee for No-Shows: Since scheduling an appointment involves the reservation of time set aside specifically for your candidate or employee with our clinical team, we require a minimum of 24 hours' notice for rescheduling or canceling an appointment. If this notice is not received, a fee of \$250 will be billed.

FMRT recognizes the last-minute demands of public safety professionals and will NOT charge the employer if a work-related issue arises. Other acceptable reasons for rescheduling or canceling an appointment without 24 hours' notice include: transportation barriers, illness, death in the family, or court date.

Due to the nature of our services, FMRT cannot file insurance claims/forms and must receive payment directly from the referring employer.

After-Hire Options and Fees

Counseling (short-term)	\$275.00 per hour
Critical Incident Appointments Cost includes one, recommended three-month follow-up appointment	\$590.00
Psychological Fitness for Duty Evaluations Follow-Up FFD Evaluations (when necessary)	\$1,370.00 \$695.00
Mental Wellness Appointments	\$400.00
Physical Wellness Appointments w/ labs	\$325.00

Fee for No-Shows: Since scheduling an appointment involves the reservation of time set aside specifically for your candidate or employee with our clinical team, we require a minimum of 24 hours' notice for rescheduling or canceling an appointment. If this notice is not received, a fee of \$250 will be billed.

FMRT recognizes the last-minute demands of public safety professionals and will NOT charge the employer if a work-related issue arises. Other acceptable reasons for rescheduling or canceling an appointment without 24 hours' notice include: transportation barriers, illness, death in the family, or court date

Due to the nature of our services, FMRT cannot file insurance claims/forms and must receive payment directly from the referring employer.

VI. What's Next?

In a nutshell:

- 1) **Call or email to schedule an appointment**
- 2) **Set up your FMRT Online account**
- 3) **Be on the lookout for a “verbal” the day after the appointment**
- 4) **View final reports on FMRT Online five-seven business days after applicant appointment**

Please see below for details of the above steps. Thank you!

1. Scheduling

Option A: Employer point of contact calls 336-761-0764 or sends an email request to admin1@fmrt.org.

Option B: Employer point of contact emails the candidate(s) and FMRT to inform the applicant to schedule their appointment.

We've found that when the point of contact from the agency sends an email to the candidate(s) and copies FMRT, informing them to call us to schedule, it keeps us all on the same page. Versus hearing from an applicant who wants to schedule their appt without prior knowledge/approval from you as the employer. Here's a suggested email that may be helpful:

Congratulations on making it this far in our hiring process. Your next step is to schedule your psychological (and medical) evaluation with The FMRT Group, which I've copied on this email. (admin1@fmrt.org) or call 336.761.0764.

You are responsible for contacting FMRT immediately after receiving this email to schedule the first available appointment, which may be in an office further away from you, or virtually.

The expectation is that you contact FMRT staff to get scheduled promptly, so we can proceed with our hiring process and make the final hiring decision for this position.

Whether you choose Option A or B, our Client Support Coordinators will schedule your candidates promptly, typically within the week of the initial request or the following week. You are welcome to fill out the appointment request form (attached below) and return via email in place of calling, or staff can take this information over the phone.

If the evaluation request is time-sensitive, we welcome this information in advance, including a scheduled recruiting process timeframe or pre-determined hire date.

2. Set Up Your FMRT Online Administrative Account

FMRT Online is a multifaceted platform that The FMRT Group uses to schedule appointments, complete reports, upload forms, and track valuable demographic information. FMRT Online is also where employers can track applicant/employee progression and view completed reports.

www.FMRT.com | phone: (336) 761-0764 | email: info@fmrt.org



Contact Client Support Supervisor Kaci Presgraves (kaci@fmrt.org) to receive an invitation to establish your account. All users set up a unique username (email) and password to log in, and you will designate one or more individuals as the “Department Administrator.” The department administrator can add, remove, and set specific permissions for each user.

3. Verbal Recommendation

Verbal first! Within one business day after the candidates’ appointment, a Client Support Team Member will provide you with a suitability recommendation:

- Suitable, or
- Deferred (this means that additional information is needed - i.e., records, prescription validation)

4. Retrieval of Reports and Forms

Unless further information is needed, you will receive an email notification within five to seven business days from the appointment, letting you know the report is available through your FMRT Online account.

VII. Supplemental Information

A. Online F-3 or Personal History Statement (PHS) Instructions

We will request a copy of your applicant's F-3, which only applies to NC applicants, or Personal History Statement (PHS) for those in other states. If your applicant has not completed this, they may complete it online for free. Once finished, the applicant, FMRT, and your department will have immediate access to view/download/print.

Instructions for the applicant:

1. Use this link: www.ncf3.com/
2. Sign up for an account if you do not already have one.
 - Once you are logged in, click on either "Police F-3", "Sheriff F-3", or "PHS"
3. On the next page, enter your social security number and then click "continue"
4. Enter the position(s) and agency to which you are applying – agency names will auto-populate once you begin typing.
5. After your online F-3 or PHS is complete, you will be given two options:
 - **Print** – you are allowed unlimited prints of this completed F-3 or PHS
 - **Pay** – if you select this option, you will be prompted for payment information. This is not required, but a good option if you need to access your F-3 or PHS in the future to edit or apply to another agency.

B. What is the BRAINS Assessment, and do we have to use it?

The BRAINS™ Assessment is a biographical instrument and not a test. It's used to gather historical data of your applicant along with interacting and comparing data between their F-3 or PHS, before background investigations, interviews, and other early hiring steps. You can read more about the BRAINS™ Assessment in the "Before-Hire Services" Section II(A) of this proposal.

You do NOT have to use the assessment as part of your early screening process. If you want to use the BRAINS to help assess your candidates, we ask that you contact Kaci Presgraves kaci@fmrt.org for applicant instructions.

If you choose not to use as a preliminary tool, FMRT staff will include it in the battery of assessment instructions for the applicant, which is reviewed by the examining psychologist before the clinical interview.



C. Points of Contact

Main Line and Email: 336.761.0764 and Admin1@fmrt.org

Name	Title	Department	Mainline Extension	Email Address
Amanda Hopkins	Director of Client & Clinician Support	- Post-Hire Referrals - Scheduling	1028	amanda@fmrt.org
Delonica Rogers	Quality Services Manager	- Reports - Proposals	1027	delonica@fmrt.org
Jenna Kelly	Client Support Specialist	- Post-Hire Referrals - Scheduling	1010	jenna@fmrt.org
Kaci Presgraves	Client Support Supervisor	- New Clients - Pre-Hire Scheduling - Post-Hire Scheduling	1017	kaci@fmrt.org
Shannon Simonds	Financial and Administrative Coordinator	- Billing - Payments - Contracts - Insurance	1015	shannon@fmrt.org

C.H.Cheeks III
Chief of Police



PHONE (336) 887-7971
TDD (336) 883-8517

High Point Police Department

TO: Tasha Logan Ford, City Manager
FROM: Curtis Cheeks III, Chief of Police
DATE: 06 August 2024
SUBJECT: Recommendation for Procurement (FMRT Services)

The High Point Police Department strives to develop and maintain a “Complete Employee” approach, meaning we strive to provide resources for every feasible wellness element. This includes, but is not limited to, physical health and fitness, emotional health, financial health, relationship health, and a healthy career. With these goals in mind, HPPD created an internal wellness program that primarily provides our employees with the tools and resources to help them navigate the challenges and stress of law enforcement work.

The Program provides resources to address the demands of policing and other corresponding law enforcement duties, which, if left unresolved, may lead to increased stress and unhealthy habits that could adversely impact Department personnel. The Program also provides support to manage the higher levels of physical risk and mental stress inherent to the law enforcement profession.

During August 2023, the City of High Point (Police) entered into a service agreement with The FMRT Group for services. The FMRT Group provides a culturally competent team of licensed psychologists and advanced practice medical professionals who perform pre-hire psychological and medical evaluations for public safety. Their clinical team receives supervision and training from a board-certified police and public safety psychologist, a Doctor of Medicine, and other subject matter experts in psychology, medicine, and public safety.

The FMRT group also facilitates post-hire psychological and medical services, training, and support to public safety professionals. During the 2023-24 budget year, FMRT conducted annual physicals and wellness appointments for approximately 90 HPPD employees as part of our

wellness program at approximately \$700 per employee. The police department also scheduled employees for other services provided by The FMRT Group, including but not limited to critical incident appointments, fit-for-duty examinations, and general counseling services. During the 2024-25 budget year HPPD anticipates the same medical services will be provided to approximately 98 employees at approximately \$725 per employee. The FMRT group also provides the additional services previously listed and special team evaluations, peer support evaluations, post-deployment evaluations, and risk of violence evaluations.

These services have proved a valuable part of our internal wellness program, not only through scheduled annual services for employees but also at the request of employees who have identified their need or the need of a coworker for specific services by trained public safety medical professionals.

Staff recommends entering into a one-year agreement with up to two one-year renewal terms, with an annual cost of services not exceeding \$100,000 per year.

The Police Department has identified budgeted funds for this contracted service. Council is requested at this time to authorize the appropriate city staff to enter into an Agreement for *Services with The FMRT Group*.