

**BEND - LA PINE SCHOOL DISTRICT NO 1
ADMINISTRATIVE REGULATIONS
CODE: GBCC-AR
DATED:
REVISED:
REVIEW DATE:
REVIEWED BY:**

FITNESS FOR DUTY

All employees are expected to report to work mentally and physically fit to perform duties listed on their respective job descriptions and to fulfill the mission of the district. Employees who are not mentally and/or physically able to perform the duties of their positions are eligible to use any paid or unpaid sick leave provided by collective bargaining agreement, policy or law. Application for and use of leave does not preclude the district from disciplining or dismissing employees who are unfit for duty during assigned work hours.

The principal or immediate supervisor shall bring to the attention of the personnel director or superintendent any instance in which there is a question about an employee's ability to perform job requirements because of physical or mental health problems. Employees may be required by the district to submit to an examination by a physician or psychiatrist selected and paid for by the district.

Any employee who has been absent from duty because of illness or other reasons and who, in the judgment of the supervisor, does not appear able to resume service, may be queried by the human resource director or superintendent, upon the recommendation of the supervisor, to submit to a health examination by a physician or psychiatrist selected and paid for by the district.

Any employee absent on sick leave may be required by the personnel director or superintendent to submit a statement from the employee's attending physician/practitioner that the illness or injury prevents the employee from working. The physician may be asked by the district to identify those job duties that the employee cannot perform or can perform only with modification. The district reserves the right to require a second examination by a physician of its choice, at district expense, to confirm the opinion of the employee's physician.

Where the district has requested a medical examination, a written report of the examination shall be forwarded to the district by the physician or psychiatrist and shall be kept confidential, with access governed by Board Policy GBL -Personnel Records.

Any employee required to submit to a physical or psychiatric examination by a doctor selected by the district may submit a report from his/her private physician on the same subject for consideration by the district.

An applicant for a position in the district may be required to pass a medical examination after an offer of employment has been made. A physician selected by the district shall conduct the examination.