

TITLE: Physical/Mental Examinations
State Board of Education Ref: 16-3-4a; 18-4-2; 4334

All Board of Education employees are encouraged to have an annual physical examination.

All bus drivers are required by law to have an annual or semi-annual physical examination depending upon age. The Board will arrange physical examinations for all bus drivers and pay the expense. However, if a bus driver does not wish to receive his physical from the doctor the Board has arranged, he/she may go to the doctor of his/her choice. If this occurs, the Board will only pay the same amount of money they would pay for the physicals they have arranged. The bus driver will pay the remainder of the expense.

Should a situation arise where an employee is unable to function properly on the job, the immediate supervisor has the responsibility of bringing this fact to the attention of the Superintendent. The Superintendent may confer with the Assistant Superintendent and the principal and the Board on possible solutions. The possibilities may include requesting the employee to submit to a mental and/or physical examination by a qualified physician. The employee will be given sick leave with pay, providing eligible days are available, during the evaluation period. The cost of the examinations will be paid for, by the Board of Education.

If the physician(s) conclude the employee is able to perform his duties, he will be reinstated immediately. If the physician rules otherwise, the employee will be placed on sick leave, if allocation permits, until such time as he/she can be certified as physically and/or emotionally capable of performing the job responsibilities adequately.

All school personnel are required to have an approved tuberculin skin test at the time of employment and every two years thereafter, or more frequently if medically indicated.

Positive reactions are to be referred to a physician for evaluation followed by treatment or further study. School personnel found to have tuberculosis in a communicable stage will have their employment suspended or discontinued until their disease has been arrested and is no longer communicable.

School personnel who have not had the required examination will be suspended from employment until reports of examination are confirmed.

Revised 2/13/84