

# Personnel

## Certified Personnel

### Health Examinations

4112.4

4212.4

The Board, in conjunction with the Superintendent or designee, shall develop a list of employment categories for which various health and physical examinations will be required.

Information from these exams may be required of *applicants* for positions with the school system *or from those already employed*. The costs associated with some examinations may be fully or partially absorbed by the board. Information about the examinations required and cost reimbursements which might be available should be obtained from the Superintendent's office.

The following is a general statement concerning physical examinations and is intended only to indicate the type of information medical examination reports may be expected to contain.

### **Physical Examinations:**

***Potential Employees:*** *Prior to the signing of employment contracts, each potential employee, other than day-to-day substitutes, tutors, and those who fill supplemental pay positions exclusively, must submit a report from a physical examination which shall include, but not be limited to, information on the following:*

1. Tuberculosis (TB) skin test, which if positive is to be followed by a chest X-ray.
2. Drug tests.
3. The presence of communicable diseases.

The applicant may submit such a report from a physical examination held within 6 months prior to assuming his/her duties. If such a report is not available, the potential employee shall have a physical examination by a physician of choice at least thirty (30) days prior to beginning work in the district. The results of such examination shall be recorded by the examining physician on the form provided by the school and shall be retained in the employee's personnel file.

***Current Employees:*** As necessary, the superintendent may require a medical examination of any employee to evaluate the employee's ability to perform assigned duties. This may be required whenever the superintendent has grounds to believe that the performance of the employee is adversely affected by health issues of any kind. Such additional medical examinations will be performed by a physician selected by the superintendent, and the Board of Education will bear the costs of these examinations.