

Fitness for Duty Certification

Form to be completed by health care provider. An employee on medical leave or having a procedure that would impede normal day to day activities during or outside the period school is in session throughout the course of the year, to include school holidays and summer must present this Fitness for Duty Certification to the payroll department as soon after the examination date as possible and prior to returning to work. This certification will show whether or not the employee is medically fit to perform the essential functions of his/her position with Enterprise City Schools before being allowed to return to work.

This form is for return to work purposes of medical leave of absence due to an illness or injury, whether work or non-work related. Because employees are valuable resources, health care providers should assist employees in returning to work as soon as possible.

Health Care Professionals: Your patient has three return to work options.

- **Full Release.** The patient has no work restrictions. They can return to his or her prior position because you, the health care provider certify, that he or she can perform the essential functions of their job.
- **Modified Duty.** The patient has some work restrictions. Work restrictions must be specifically notated on page two of this form. Each modified duty work restriction request will be reviewed carefully to determine if the employee can perform the essential functions of the job and return to work.
- **Not Released.** The patient is not released to work in any capacity due to physical or behavioral limitations.

Submission

The Fitness for Duty Certification can be submitted confidentially to:
Enterprise City Schools Attn: Payroll
P.O. Box 311790
Enterprise, AL 36331
Fax: (334) 347-5102 | Phone: (334) 347-9531

****TAKE TO FOLLOW-UP APPOINTMENT****

