

Temporary Alternative Duty

In compliance with RSA 281-A:23-b, the Inter-Lakes School District will provide temporary alternative/transitional work opportunities to all employees temporarily disabled by a work-related injury or illness. Temporarily disabled will be defined as not able to perform tasks related to his/her job.

Purpose

The Inter-Lakes School District adopts the principle that it is important to provide meaningful work during the time of healing and strengthening following a work-related illness or injury; to retain the knowledge and expertise of the employee and maintain the dignity and respect of the employee associated with their respective positions. Temporary Alternative/Transitional Duty is meant to be temporary and transitional in nature to return the employee back to full duty. This program will last as long as the employee continues to transition back to the position at full duty, but not longer than 4 months. Once the transition stops, the temporary/transitional program the employee is participating in will be reevaluated by the Principal or Administrator. This program is not intended to address those situations in which an employee has been deemed to be permanently disabled and unable to resume their previous position.

Practice

The injured employee shall have the treating physician complete the NH Workers' Compensation Medical Form based on the findings during the initial examination. Upon completion, the injured employee will be responsible for returning the form to the Principal.

The Principal or Administrator shall provide the treating physician with the appropriate outline of the present position with an essential task analysis as soon as possible after the injury occurs if lost time or restrictions are involved.

The District and employee shall have a joint responsibility to obtain needed medical information that will enable the employee to gradually increase the employee's duties to bring the employee back to the employee's original position.

The Principal will work with the employee to facilitate a safe return to work program with limitations listed by the treating physical. If necessary, the Principal may contact the treating physician if additional information is needed regarding the employee's limitation.

The employee will be responsible for obtaining an updated medical form completed by the treating physician following every medical appointment.

Additional modifications will be made to the Temporary Alternative/Transitional Duty as necessitated by the treating physician's NH Workers' Compensation Medical Form. The Principal or Administrator will be responsible for reviewing the appropriateness of continuing the program or duty assignments, as necessary.

Summary

The provisions of this policy are intended to comply with RSA 281-A:23-b, Alternative Work Opportunities as adopted into law on February 8, 1994, and LAB 504.04. To extent that this policy is ambiguous or contradicts the RSA or DOL regulations, the language of the RSA or DOL regulations will prevail.

Legal References:

RSA 281-A:23-b Workers' Compensation: Alternative Work Opportunities

NH Code of Administrative Rules: Lab 504.04 Development of Temporary Alternative Work

Approved: 01/10/17

Amended: 11/12/24