Health Examination

According to Region #14 policy, it is necessary for each new employee to have a physical examination. For your convenience, an examination form is provided by Region #14.

You may have an examination free of charge if you choose to see our school physician listed below. You may also choose to go to your own private physician at your own expense.

Please complete this exam **within 30 days of hire** and return the form to Human Resources Department. This completed form will then be kept in Central Office.

Thank you for your cooperation and welcome!

_____

Dr. Andrea Needleman 203-263-2020

4 South Pomperaug Avenue

Woodbury, CT 06798

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Employee's Name_____ Date of Exam_____

Address_____ Position_____

The health examination required by the Board of Education has been made by me. A record of this examination has been kept in my files and I submit the following objective data and evaluation:

Tuberculin Test: Positive_____ Negative_____

Chest film:* Normal _____ Abnormal_____

*Chest film only if new PPD converter or positive reactor with symptoms

PLEASE PLACE A CHECK MARK NEXT TO APPLICABLE ITEM BELOW, AND PROVIDE COMMENTS AS NEEDED.

_____ 1. In my opinion, this individual has no physical, emotional or mental disability, is free from tuberculosis and other communicable diseases, and has no other defect which might threaten or endanger the well-being of co-workers or pupils or affect the individual's ability to perform the essential functions of the job.

_____ 2. In my opinion, this individual is physically and emotionally able at this time to perform the work assigned, with or without reasonable accommodations, but has the following disabilities or limitations. (Please indicate whether they are correctable and whether treatment is being received, or whether the individual requires any reasonable accommodations.)

I would recommend the following reasonable accommodations/modification of work program:

_____ 3. On the basis of my examination, I feel this individual is not presently capable of performing the essential functions of the work assignment (even with reasonable accommodations) for the following reason(s).

Signed_____M.D.

Address:_____

_____

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PERSONNEL HEALTH EXAMINATIONS

The Board of Education shall require health examinations, including drug and alcohol testing, for job related reasons as permitted by law. In addition, the requirement of health examinations shall be consistent with the terms of any applicable collective bargaining agreement and other Board policies such as Family and Medical Leave, Equal Employment Opportunity, and Drug Free Workplace.

Prospective Employees

All offers of employment shall be made contingent on satisfactory results of a medical examination showing that the individual is fit for performance of the job. Such examinations shall be performed within the first thirty days of employment except under special circumstances. Pre-employment inquiries shall be made only regarding an applicant's fitness for the job. The cost of the examination is the responsibility of the employee.

Tuberculosis Testing

All school personnel must have a baseline skin testing for tuberculosis at the time of employment. The intradermal injection test (Mantoux test) or other appropriate test recommended by the Connecticut Department of Public Health should be used. The Superintendent, in consultation with the school medical advisor may accept a test from a staff member within one year prior to employment.

Periodically, staff members shall complete a tuberculosis screening form for submission to the administration. The administration, in consultation with the school medical advisor or school nurse, may require employees who are at risk of having been exposed to tuberculosis to be tested for tuberculosis and provide proof of negative results. Repeat skin testing of employees with negative test results is not routinely necessary, but should be done if exposure to a potentially infectious tuberculosis case occurs in the school or if the employee develops symptoms of tuberculosis. Positive test results may require further testing or examination to rule out active disease.

Current Employees

To ensure the safety of our personnel and students, the school administration may require health examinations of employees. Unless otherwise provided by applicable collective bargaining agreements, the school administration may require medical examinations of employees in the following instances:

- When there is reason to believe the medical condition of the employee is adversely affecting or could adversely affect the employee's ability to perform his or her job;
- When there is reason to believe the medical condition of the employee presents a safety risk to himself/herself or others;
- Upon return to work following a medically-related absence;
- Upon reasonable suspicion that an employee is abusing the school system's sick leave policy; or
- In conjunction with a rehabilitation or other medical treatment plan.
- Medical records shall be kept separate from other employee information and shall be treated confidentially in accordance with applicable state and federal law.

Legal Reference

- Tuberculosis Control Screening Guidelines for Connecticut Schools, Connecticut Department of Public Health, Infectious Diseases Section, May 2005

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