

EMPLOYEE PHYSICALS

Adopted 7/13/04

1. PURPOSE

The purpose of this policy is to require prospective part-time and full-time employees to obtain a physical examination prior to employment to assure the prospective employee is capable of performing the job requirements without injury.

2. POLICY

As a precondition to employment all prospective full-time and part-time employees shall have a physical examination conducted by a physician chosen by the county.

2.1 The cost of the physical will be at county expense. However, if an individual is offered employment and has a physical examination conducted but then declines employment, the individual is then responsible for paying the full cost of the exam. Also, if an employee discontinues employment within 60 days hire then the individual is responsible for paying the cost of the exam.

2.2 The physical examination will include drug testing.

2.3 A copy of the job description will be forwarded to the physician conducting the examination. An opinion from the physician will be requested to determine if the individuals physical condition allows them to perform the job.