

Policy No. 314

Section ADMINISTRATIVE EMPLOYEES

Policy Guide

Title PHYSICAL EXAMINATION

Adopted AUGUST 21, 1989

Revised NOVEMBER 15, 1999

	POLICY NO. 314 PHYSICAL EXAMINATION	
1. Purpose	In order to certify the fitness of employees to discharge efficiently the duties they will be performing and to protect the health of students from the transmission of communicable diseases, satisfactory physical examinations and drug screenings of all administrative employees will be required following an offer of employment to the administrator, but before he/she actually commences employment with the School District.	SC 1418
2. Definition	For purposes of this policy, a “physical examination” shall mean a general examination and drug screening by a licensed physician, nurse practitioner or physician’s assistant.	
3. Guidelines	All new employees shall undergo a physical examination prior to actually commencing employment with the Keystone Oaks School District. Evidence of a current test for tuberculosis shall be submitted by the employee to the Superintendent’s office. The District will bear the cost of the examination if performed by the school physician or other practitioner at that time designated by the District.	SC 1418 (c)
	Page 1 of 2	

**POLICY NO. 314
PHYSICAL EXAMINATION**

The Board may require a further special physical examination or mental health examination by a physician selected by the School District and at the expense of the School District, of any Administrator at any time.

Results of examination(s) shall be forwarded to the Board Secretary.

Each administrative employee following a leave of absence of **two (2) weeks** or more due to illness must have his or her physical condition certified by the school doctor or other qualified physician before returning to duty, **said certification must include a release to return to work.**

Prior to **return to** employment, an administrative employee who has been on sabbatical leave or any extended leave for restoration of health shall be required to have a medical examination before resuming a position in the District. The employee and the examining physician shall complete a District form attesting to the employee's ability to perform professional duties.

The results of all required medical examinations shall be made known to the Superintendent on a confidential basis, discussed with the employee and made a part of the employee's record. In the event of an unsatisfactory report, the Superintendent shall follow Board policy relating to "Disqualification by Reason of Health."

P.G. 315

School Code
PA Code Title 28

Board Policy

1418
Sec. 23.43
23.44
P.G. 315