

The superintendent/president shall establish administrative procedures regarding job-related medical examinations of candidates for appropriate positions prior to assuming the duties of the position. The examinations shall be related to the essential job functions in the job description for the job in which the person would be employed. The district shall require the medical examination after an offer of employment has been made to a candidate and prior to commencement of the employment duties of said candidate. Actual employment is contingent upon the successful completion of a pre-placement medical examination. All entering employees are subject to an examination regardless of disability. The district may only consider an individual's present ability to perform the essential physical functions of the job. No candidate shall be required to participate in such an examination solely on the basis of the candidate's age or disability.

Medical examinations and inquiries specifically permitted by the district under the Equal Opportunity Employment Commission (EEOC) include an acceptable pre-placement inquiry into the ability of an applicant to perform job-related functions, and/or may ask a candidate to describe or to demonstrate how, with or without reasonable accommodation, the candidate will be able to perform job-related functions.

The procedures may require any employee to undergo a physical or mental examination where such a fitness-for-duty exam is job related and consistent with business necessity. Such medical examinations shall be at the district's expense and shall be conducted by a physician chosen by the district. Fitness-for-duty examination is also available when a physical or mental condition or illness may be impairing an employee's job performance.

Upon promotion, demotion, transfer, or reassignment to another position for which the physical abilities required are higher than those of the position formerly occupied by the employee, a new physical examination may be required.

Such medical and psychological examinations shall be at the district's expense and shall be conducted by a physician chosen by the district.

Supervisors and managers may be informed regarding necessary restrictions on the work or duties of the employee and necessary accommodations.

Temporary, modified, or alternative work offered to employees who are recovering from a qualified medical event shall not be extended beyond the point at which the employee is declared "permanent and stationary" by a qualified medical examiner authorized by the district to make such assessment or eight weeks, whichever comes first.

See Administrative Procedures 7335 and 7344.

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Adoption History: 11/17/09
Periodic Review: 10/26/16
Reference Update: 4/16
References: 42 U.S.C. §12112
29 C.F.R., Part 1630 (Equal Employment Opportunity Commission/EEOC)
Education Code §§87408, 88021
Government Code §12940
ADA (Americans with Disabilities Act)
CCLC Update: #28, 4/16
Steering: VPBAS / N/A