

1 **St. Regis School District**

2
3 **PERSONNEL**

5130
page 1 of 2

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5 Staff Health

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7 Medical Examinations

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9 Through its overall safety program and various policies pertaining to school personnel, the Board
10 will promote the safety of employees during working hours and assist them in the maintenance of
11 good health. The Board will encourage all its employees to maintain optimum health through the
12 practice of good health habits.

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14 The Board may require physical examinations of its employees, under circumstances defined
15 below. The District will maintain results of physical examinations in medical files separate from
16 the employee's personnel file and will release them only as permitted by law.

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18 Physical Examinations

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20 If the work is of a physically demanding nature, subsequent to a conditional offer of employment
21 and before commencement of work, the District may require an applicant to have a medical
22 examination and to meet any other health requirements that may be imposed by the state. The
23 District may condition an offer of employment on the results of such examination, if all entering
24 employees in the applicable job category are subject to such examination. ~~If approved by~~
25 ~~personnel services, an employee may be allowed a thirty (30) day grace period beginning from~~
26 ~~the date of employment to obtain the required medical examination.~~

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28 All bus drivers, whether full-time, regular part-time, or temporary part-time, are required by state
29 law to have a satisfactory medical examination before employment.

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31 Communicable Diseases

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33 If a staff member has a communicable disease and has knowledge that a person with
34 compromised or suppressed immunity attends the school, the staff member must notify the
35 school nurse or other responsible person designated by the Board of the communicable disease
36 which could be life threatening to an immune-compromised person. The school nurse or other
37 responsible person designated by the Board must determine, after consultation with and on the
38 advice of public health officials, if the immune-compromised person needs appropriate
39 accommodation to protect their health and safety.

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41 An employee with a communicable disease shall not report to work during the period of time in
42 which the employee is infectious. An employee afflicted with a communicable disease capable
43 of being readily transmitted in the school setting (e.g., airborne transmission of tuberculosis)
44 shall be encouraged to report the existence of the illness so that precautions may be taken to
45 protect the health of others. The District reserves the right to require a statement from an

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4 employee's primary care provider, before the employee may return to work.
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6 Confidentiality
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8 In all instances, District personnel will respect an individual's right to privacy and treat any
9 medical diagnosis as confidential information. Any information obtained regarding the medical
10 condition or history of any employee will be collected and maintained on separate forms and in
11 separate medical files and will be treated as confidential information. Only those individuals
12 with a legitimate need to know (i.e., those persons with a direct responsibility for the care of or
13 for determining workplace accommodation for the staff person) will be provided necessary
14 medical information.
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16 Supervisors and managers may be informed of necessary restrictions on the work or duties of an
17 employee and necessary accommodations. First aid and safety personnel may be informed, when
18 appropriate, if a staff member with a disability might require emergency treatment.
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22 Legal Reference: 29 U.S.C. 794, Section 504 of the Rehabilitation Act
23 29 CFR, Section 1630.14(c)(1)(2)(3)
24 42 U.S.C. 12101, et seq. Americans with Disabilities Act
25 Title 49, Chapter 2, MCA Illegal Discrimination
26 Title 49, Chapter 4, MCA Rights of Persons with Disabilities
27 20-10-103(4), MCA School bus driver qualifications
28 ARM 16.28.1005 Employee of School – Day Care Facility
29 Care Provider
30 ARM 37.111.825 Health Supervision and Maintenance
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32 Policy History:

33 Adopted on: March 8, 2006

34 Revised on: