

NORTHERN
WESTMORELAND
CAREER AND
TECHNOLOGY
CENTER

No. 314

SECTION: ADMINISTRATIVE EMPLOYEES

TITLE: PHYSICAL EXAMINATIONS

ADOPTED: October 20, 2011

REVISED: October 15, 2020

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Purpose

In order to certify the fitness of administrative, professional and support employees to discharge efficiently the duties they will be performing and to protect the health of students and staff, the Joint Operating Committee shall require physical examinations of all employees prior to beginning employment and may require health monitoring to prevent the transmission of communicable diseases in the school building.

Definition

A physical examination, for purposes of this policy, shall mean a general examination by a licensed physician, certified registered nurse practitioner or a licensed physician assistant.

Health monitoring, for purposes of this policy, shall mean screening or monitoring an employee for specific symptoms that may indicate the presence of a communicable disease, in accordance with guidance from state and local health officials.

Authority

After receiving an offer of employment but prior to beginning employment, all candidates shall undergo physical examinations, as required by law and as the Joint Operating Committee may require. The expense for which shall be paid by the applicant.

The Joint Operating Committee requires that all employees undergo a tuberculosis examination upon initial employment, in accordance with regulations of the Pennsylvania Department of Health.

The Joint Operating Committee may require an employee to undergo a physical examination at the request of the Joint Operating Committee.

An employee who presents a signed statement that a physical examination is contrary to the employee's religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that certain conditions would presents a substantial menace to the

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health of others in contact with the employee if the employee is not examined for those conditions.

Guidelines

Health Monitoring and Communicable Diseases

The center may require employees to participate in health monitoring by designated staff to check for signs and symptoms of communicable diseases in accordance with guidance issued by state and local health officials and the Joint Operating Committee-approved health and safety plan. An employee may request an alternative method of monitoring as a religious accommodation, and designated center staff shall assess and respond to such request in accordance with applicable law, regulations and Joint Operating Committee policy. A request for an accommodation that would unreasonably impair workplace safety or cause undue hardship will not be granted.

An employee with a health condition that may render a monitoring method ineffective should notify designated staff so that alternative or supplemental methods may be considered.

Employees exhibiting symptoms that indicate health concerns shall be referred to the school emergency personnel or designated staff for further assessment, and may be excluded from center facilities in accordance with regulations of the PA Department of Health or guidance from state or local health officials for specified diseases and infections conditions. Employees may return to center facilities when the criteria for readmission following a communicable disease have been met, in accordance with law, regulations or guidance from state or local health officials.

Delegation of Responsibility

The results of all required physical examinations shall be made known to the Administrative Director on a confidential basis and discussed with the employee.

Medical records and other health information of an employee shall be maintained confidentially and kept in a file separate from the employee's personnel file.

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Legal

1. 24 P.S. 1418
2. 28 PA Code 23.43
3. 42 U.S.C. 12112
4. 28 PA Code 23.44
5. 24 P.S. 1419
6. 28 PA Code 23.45
7. Pol. 104
8. 28 PA Code 27.71
9. 28 PA Code 27.72
10. Pol. 334

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11. Pol. 335

12. 42 U.S.C. 2000ff et seq

24 P.S. 1416

42 U.S.C. 12101 et seq

U.S. Equal Employment Opportunity Commission – Guidance on COVID-19, ADA, Rehabilitation Act and Other Equal Employment Opportunity Laws

U.S. Equal Employment Opportunity Commission – Questions and Answers on Religious Discrimination in the Workplace