

# SCHOOL DISTRICT NO. 71 (COMOX VALLEY)

## POLICY MANUAL

<b>POLICY:</b>	<b>3015</b>
Date:	October 1, 1996
Revision:	2

### Medical Certificates

It is the policy of the Board that all employees be medically fit to perform their assigned duties.

1. An employee may at any time be required by the Board, following advice from the school medical officer, to provide a medical certificate from a duly qualified medical practitioner stating the opinion that the employee is medically fit to perform the duties assigned.

2. **Absence Due to Illness**

Employees may be required to provide an acceptable medical certificate in relation to any absence due to illness.

An employee who has been absent because of illness for fifteen (15) consecutive work days or more is required to provide a certificate from a qualified medical practitioner prior to resuming assigned duties. The certificate must state the nature of the illness and offer the opinion that the employee is medically fit to return to assigned duties.

3. **New Appointments**

All newly-appointed employees must submit a medical certificate from a qualified medical practitioner offering the opinion that the potential employee is medically fit to assume the assigned duties. This document must be submitted within 30 days of commencing employment or of the date of the letter of appointment, whichever comes first.

4. All costs incurred in meeting the requirements of 2 and 3 above are the responsibility of the employee.