

## 4219 Post-Offer, Pre-Employment, and Return-to-Work, Fit-for-Duty Physical Testing

**PURPOSE:** Campbell County School District (CCSD) requires post-offer, pre-employment physical capacity profile testing for prospective employee candidates covered under Wyoming Workers' Compensation. This is to ensure the prospective employees s possesses the physical capabilities necessary to safely perform the essential functions of the job. Employees covered under Wyoming Workers' Compensation are those working in jobs defined by the state as extra-hazardous occupations and listed in Regulation 4218-R. In addition, an employee who sustains a job-related injury or illness, and requires extended medical leave, will be required to successfully pass a return-to-work, fit-for-duty physical. This policy is designed to ensure candidates/employees are capable of performing all physical requirements of the position and to reduce the risk of work job-related injuries.

**POLICY:** Offers of employment for jobs in classifications subject to this policy are contingent upon the prospective employee's successful completion of a physical capacity profile test specific to the job. The test must be completed post-offer and before the prospective employee can begin work. An existing employee who has sustained a job-related injury or illness, and has been on an extended medical leave for at least 30 days, will be required to pass a return-to-work, fit-for-duty physical prior to returning to work.

**SCOPE:** Job classifications for which CCSD maintains documented physical requirements approved by the Human Resources office, shall be subject to this post-offer, pre-employment physical and return-to-work, fit-for-duty testing policy. All prospective employees in designated job classifications, including part-time and temporary hires, are subject to this policy, with the exception of student work-study employees. Existing employees seeking a transfer into a subject new job classification with a higher level of physical demands than their current job are subject to the policy.

### **DEFINITIONS:**

Prospective employee: An individual to whom a contingent job offer has been made.

ADOPTION DATE: August 27, 2013; Reviewed May 26, 2015; Revised December 11, 2018

LEGAL REFERENCE(S): State Workers' Compensation Act, Wyoming State Statutes 27-14-101 through 27-14-805, Family and Medical Leave Act, Americans With Disabilities Act.

CROSS REFERENCE(S): 4218, 4218-R, 4208, 4208-R, 4220, 4220-R, 4229, 4229-R

ADMINISTRATIVE REGULATION: 4219-R