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#### Policy #3160 PHYSICAL EXAMINATION

The Board of Education requires that each teaching staff member newly employed in this district, full-time or part-time, submit to a physical examination that includes the member's health history, health screenings, and medical evaluation, in accordance with district regulations.

Each teaching staff member employed by this district shall annually submit an updated employee health history accompanied by an assurance statement. Any employee who refuses to submit an updated health history shall be required to submit a full health history and undergo a medical evaluation.

A teaching staff member may include in his or her health history such health status information, including medications, as may be of value to medical personnel in the event of an emergency requiring treatment. The member may also choose to share the same information with the principal and, if desired, with the certified school nurse to assure ready access in a medical emergency.

In order to determine whether an applicant is able to perform job-related functions with reasonable accommodation, candidates for employment as teaching staff members shall be required to submit to a physical examination that includes the candidate's health history, health screenings, and medical evaluation, in accordance with district regulations. No preemployment examination will be used to determine a candidate's disabilities.

The physical examinations required by this policy shall be limited to those assessments or information necessary to determine the teaching staff member's physical and mental fitness to perform with reasonable accommodation in the position he or she seeks or holds and to detect any health risks to pupils or other employees.

Physical examinations required by this policy may be conducted by a physician or institution designated by the Board or, at the employee's election, by a physician or institution designated by the employee and approved by the Board. The cost of any such examination conducted by the physician or institution designated by the Board shall be borne by the Board. The cost of any such examination conducted by the physician or institution chosen by the employee and approved by the Board shall be borne by the employee.

All records containing medical and health information about individual employees, including computerized records, will be secured and will be stored and maintained separately from other personnel files. The information contained in medical records will be kept confidential. Only the employee, the Superintendent, and the school medical inspector shall have access to medical information regarding an individual employee, except that a principal and school nurse so authorized by the employee may receive information about the employee's health history.

Additional examinations and/or certifications may be required to verify fitness in accordance with Policy No. 3161 or disability in accordance with Policy No. 3425.

42 U.S.C.A. 12101

N.J.S.A. 18A:16-2 et seq.

N.J.A.C. 6:29-2.3, 29-7.1 et seq.

Adopted: 11 June 1997