

# BOARD OF EDUCATION

Cherry Hill, New Jersey

## POLICY 4112.4/4212.4

### EMPLOYEE HEALTH

#### Examinations

All newly employed staff shall be required to undergo the physical examination requirements outlined in New Jersey statute. Employees may be required to undergo an annual physical examination.

The results of all required employee medical examinations shall be made known to the superintendent on a confidential basis, discussed with the employee, and made a part of his/her confidential medical record. In the event of an unsatisfactory report, the superintendent shall base any recommendation to the board for further examination upon a conference with the district medical inspector. The board shall assume the fee for all required examinations made by the school medical inspector, but an employee may, at his/her own expense, be examined by a physician of his/her choice.

The board may also require a physical or mental examination of any staff member at any time, whenever, in the judgment of the board, the employee shows evidence of deviation from normal physical or mental health. A written account of the reasons for the recommendation shall be sent to the employee and will include:

- A. A written statement of reasons for the request;
- B. An opportunity for a board hearing, if so requested (said hearing shall be in private and confidential unless the employee requests otherwise);
- C. Adequate prior notice of the date of the hearing;
- D. Copies of statements or affidavits relied on by the board prior to the hearing;
- E. An opportunity to be represented at the hearing by counsel or other persons of the employee's choice;
- F. An opportunity to present witnesses on his/her behalf.

Reports of each such examination shall include a statement by the examining physician as to any physical or mental condition noted likely to prevent the person examined from performing all duties and responsibilities of the position sought or occupied, or creating a risk to the health or welfare of pupils or other employees, or a statement that no such condition exists.

All records and reports of such examinations shall be filed with the district medical inspector as confidential information but shall be available to and reported to appropriate health agencies as required by law.

In the event an employee of the board has been determined to have a mental abnormality or communicable disease or exhibits symptoms of substance abuse and, if in the opinion of the district medical inspector such condition makes the employee unfit for continued employment, the board may remove the employee from further service as provided by law or grant leave as provided by law during the period of unfitness. An employee determined to be unfit must provide the board with satisfactory proof of recovery before reinstatement will be allowed.

In order to protect the pupils and staff in the district schools, all regulations of the state department of education, the state department of health and the local board of health shall be scrupulously observed, particularly those dealing with contagious/infectious diseases. Staff who have been identified as having a communicable disease shall not be permitted continued employment unless they qualify under the above agencies' rules pertaining to periods of incubation, communicability, quarantine and reporting.

#### Occupational Containment of Bloodborne Pathogens

The board is committed to provide a safe and healthful work environment for staff. In pursuit of this endeavor, an Exposure Control Plan (ECP) shall be provided to eliminate or minimize occupational exposure to bloodborne pathogens in accordance with federal regulations.

The ECP is a key document to assist the district in implementing and ensuring compliance with the OSHA bloodborne pathogens standard, thereby protecting employees. This ECP includes:

- A. Identification of tasks procedures and job classifications where occupational exposure to blood occurs;
- B. Procedures for evaluating the circumstances surrounding an exposure incident; and
- C. The schedule and method for implementing the specific sections of the standard, including:
  - 1. Methods of compliance;
  - 2. Hepatitis B vaccination;
  - 3. Post-exposure evaluation and follow-up;
  - 4. Hazard communication requirements;
  - 5. Employee training;
  - 6. Recordkeeping.

#### *Legal References*

*N.J.S.A. 2C:35-2*  
*N.J.S.A. 18A:16-2*  
*N.J.S.A. 18A:16-3*  
*N.J.S.A. 18A:16-4*

#### *Definitions*

*Physical examinations; requirement*  
*Character of examinations*  
*Sick leave; dismissal*

