

HOLMDEL TOWNSHIP
BOARD OF EDUCATION
Holmdel, New Jersey 07733

File Code: 4112.5

POLICY

PHYSICAL EXAMINATION

The Holmdel Township Board of Education requires newly hired employees to undergo a physical examination. The physical examination shall include, but is not limited to a health history to include past serious illnesses and injuries, current health problems, allergies, and record of immunizations; health screening to include height and weight, blood pressure, pulse and respiratory rate, vision and hearing screening and Mantoux test for tuberculosis. Mantoux test guidelines may be found in Policy No. 5141.3.

This physical examination shall not be used to determine a candidate's disabilities. This examination shall be used only to determine whether the applicant is able to perform with reasonable accommodation job related functions pursuant to P.L. 101-336, American with Disabilities Act of 1990.

Cost for examinations made by the Board medical inspector shall be borne by the Board. If the examination is performed by a physician or institution designated by the employee, with the approval of the Board, the cost shall be borne by the employee.

An employee may provide health status information, including medications, which may be of value to medical personnel in the event of an emergency requiring treatment. The employee may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency.

School employee physical examinations and/or annual medical updates shall not require disclosure of HIV status.

The Board may also require an individual physical or psychiatric examination of any employee at any time, whenever, in the judgment of the Board, the employee shows evidence of deviation from normal physical or mental health. When the Board requires an employee to undergo such an individual examination, the Board shall provide the employee with a written statement of reasons for the required additional examination. The board, if requested, shall provide the employee with a hearing. The determination of such a hearing shall be appealable to the Commissioner of Education pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4, Appeals. The employee may, without reprisal refuse to waive his or her right to protect the confidentiality of medical information, in accordance with P.L. 104-191, Health Insurance Portability and Accountability Act of 1996.

Any examinations or assurances in this policy as required or permitted by N.J.S.A. 18A:16-2 or N.J.A.C. 6A:32-6 shall be limited to those assessments or information necessary to determine the individual's physical and mental fitness to perform with

reasonable accommodation in the position which he or she seeks or currently holds, and to detect any health risks to students and other employees.

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 Board medical inspector.

All medical records, including computerized records, shall be secured, and shall be stored and maintained separate from other personnel files. Only the employee, the Superintendent of Schools, and the school medical inspector shall have access to the medical information in that individual's file. The section of the employee's medical record containing a health history may be shared with the Principal and the school nurse with the consent of the employee, in accordance with Regulation No. 4112.5.

Source: Regular Board Meeting

Date: August 26, 2009

Legal Resources: 42 U.S.C.A. 12101

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

N.J.A.C. 6A:32-6.1; 6A:32-6.2; 6A:32-6.3