

EL DORADO COUNTY FIRE PROTECTION DISTRICT

POLICY TITLE: Pre-Employment Physical Examination

POLICY NUMBER: 2270

2270.10

All job applicants for full-time, temporary, part-time and volunteer employment who are seriously being considered for hiring shall be required to submit to a physician's examination and drug screen at District expense.

2270.11

No employment commitment shall be made until a negative drug screen result is obtained and a qualified physician has certified the applicant is qualified to do the type of work required by the position being applied for.

2270.12

Applicants who refuse to cooperate in the examination and testing shall not be considered further for employment.

2270.13

Applicants who have a positive drug test result shall be denied employment.

2270.20

Retesting of an individual who was previously employed on a temporary, part-time, full-time or volunteer basis will be required if more than three (3) months have elapsed since said individual's last day of work for the District.

2270.30

Appointments with the medical facility providing the examination and drug testing shall be made at least one day prior to testing, if possible, with the applicant provided minimal advance notice (no more than one day, if practical).

2270.40

When the applicant reports to the medical facility for the scheduled examination and drug testing, identification shall be provided to said facility in the form of a photograph and verifiable signature (e.g., vehicle operator's license).

2270.50

All test results shall be kept confidential. The applicant may be told he/she failed to pass the test, but only the Fire Chief or Battalion Chief/Training Officer shall have access to the actual test results.

2270.60

District employment application forms shall contain a notice to applicants as follows:

El Dorado County Fire Protection District has a policy of requiring a physician's exam, together with urine and blood testing of persons who are under serious consideration for employment. Persons who do not receive said physician's certification of qualification to do the type of work required by the position applied for, or who test positive for the presence of illicit drugs in their body will not be considered further. If you have reason to believe that you will not pass a physician's examination or will register positive on a drug test, or if you are unwilling to consent to such a test or examination, it is recommended that you not submit an application.

2270.70

Immediately prior to reporting for drug testing, all applicants shall complete a Consent

and Release Form to be kept on file in the District office which shall conform to the following general format: (See Consent and Release Form attached to 2190).