

# **PHYSICAL EXAMINATION POLICY FOR PAID PERSONNEL**

---

**WHEREAS** the Board of Fire Commissioners of the Yaphank Fire District believes that it is in the best interests of the paid personnel (EMS, District Manager, Custodians) of the Yaphank Fire District, the District, its residents, and taxpayers, that the paid personnel (EMS, District Manager, Custodians) be physically capable of performing the duties assigned, **AND**

**WHEREAS**, the Board and the Chief's Office, consider the safety of the (EMS, District Manager, Custodians) paid personnel to be a serious matter and will not permit any paid personnel (EMS, District Manager, Custodians) to expose himself, herself or others to the dangers created by a paid personnel (EMS, District Manager, Custodians) duties of which he/she is not physically capable, **AND**

**WHEREAS**, The Board of Fire Commissioners has engaged Sound Medical and their staff to establish a physical examination for paid personnel (EMS, District Manager, Custodians) which meets the aforesaid requirements, and has further designated Sound Medical to conduct medical examinations for new applicants and employees returning to duty after medical leaves or such other medical entity as designated by the Board as the District Medical Authority.

**IT IS HEREBY RESOLVED;** that the attached policy as currently revised shall be the physical examination policy paid personnel (EMS, District Manager, Custodians) in this District.

This resolution was adopted on December 19, 2018, and will take effect on December 19, 2018.

Attest by:

Paulamarie Rosso-Thompson  
District Secretary

## YAPHANK FIRE DISTRICT

### PHYSICAL EXAMINATION POLICY FOR PAID PERSONNEL (EMS, DISTRICT MANAGER, CUSTODIANS)

1. Physical examinations of current and entry level paid personnel (EMS, District Manager, Custodians) shall be conducted by the Fire Districts Medical Authority.
2. The District Medical Authority shall design a system of periodic physical examinations to meet all OSHA requirements as enforced by the Department of Labor of the State of New York for paid personnel (EMS, District Manager, Custodians) in the State of New York. No new requirements for approved physicals are to be instituted without prior action by the Board of Fire Commissioners.
3. The Fire District Medical Authority is Sound Medical.

**The periodic medical examinations shall be conducted on an annual basis regardless of the age or class of the paid personnel (EMS, District Manager, Custodians).**

4. The report submitted to the Board of the physical examination of paid personnel (EMS, District Manager, Custodians) by the Medical Authority shall include only the classification recommended by the Medical Authority. It shall not include any information relative to the physical condition of the paid personnel (EMS, District Manager, Custodians) which information shall remain confidential unless revealed by the paid personnel (EMS, District Manager, Custodians).
5. The Chief's will work with the Board to determine the dates of the annual physicals which will take place in the month of April. Paid personnel will be given a minimum of one months' notice of the physical dates. Paid personnel who are unable to complete the annual physical on the dates scheduled by the Chief and the Board, will be given thirty (30) days to make their own appointment with the districts medical authority to have their physical completed. If any paid personnel fail to complete their annual physical within the thirty (30) day period, on the 31<sup>st</sup> day they will be suspended and removed from the schedule until the physical has been completed and documentation from the medical authority has been received by the district office
6. Any paid personnel (EMS, District Manager, Custodians) failing to submit to a scheduled periodic physical examination and/or drug testing as ordered by this Board and the Chief's Office or failing to conform his/her conduct to duties assigned as a result of a physical examination related classification shall be suspended by this Board pending the scheduling of a hearing, and shall be subject to disciplinary action including possible removal from employment in the Fire District/Department. The Board of Fire Commissioners/District Office will send a letter of suspension formally notifying the employee of failure to complete their physical requirements.
7. Any paid personnel (EMS, District Manager, Custodians) who has been authorized to be absent from duty by a doctor's note for a medical condition that affects his/her performance as paid personnel (EMS, District Manager, Custodians) shall not be returned to duty before being evaluated by their physician or specialist and obtaining a return to duty note. This note must be submitted to the Districts Medical Authority, who will then provide the district with a return to duty clearance letter. In all cases, a report from the physician and/or specialist stating that the

member is able to return to full active duty is required. The District Medical Authority will determine if a physical is required to be cleared for active duty.

8. Any paid personnel (EMS, District Manager, Custodians) that has an injury or illness that was in the line of duty must get medical clearance from the District Medical Authority BEFORE returning to full duty regardless of whether the injury or illness is major or minor in nature.
  1. A line of duty injury or illness is considered to have happened in the performance of Fire Department/District duties and requires medical attention as a result of that injury/illness. Any line of duty injury/illness must be reported to the Chief and the Fire District immediately.
9. All paid personnel (EMS, District Manager, Custodians) must pass a physical and pass a drug test.
10. Any paid personnel (EMS, District Manager, Custodians) failing to submit to scheduled annual physical examinations and/or drug testing as ordered by this Board and the Chief's Office or failing to conform his/her conduct to duties assigned as a result of a physical examination related classification shall be suspended by this Board pending the scheduling of a hearing pursuant to Section 209-L of the General Municipal Law, and shall be subject to disciplinary action including possible removal from employment of the Fire District. The Board of Fire Commissioners/District Office will send a letter of suspension formally notifying the employee of failure to complete their physical requirements.

Chairman Skidmore	AYE
Commissioner Peters	AYE
Commissioner Austin	AYE
Commissioner Schaaf	NOT PRESENT
Commissioner Thebold	NOT PRESENT

Adopted by the Board of Fire Commissioners on December 19, 2018.

Revised and adopted on 11-15-23.

Re-adopted on the 2<sup>nd</sup> day of January 2024 by the Board of Fire Commissioners

Attest by:

Paulamarie Rosso-Thompson  
District Secretary