



Book	BYLAWS AND POLICIES
Section	3000 CERTIFIED STAFF
Title	EMPLOYEE PHYSICAL AND MEDICAL EXAMINATIONS
Number	3160
Status	Active
Legal	29 C.F.R. Part 1630; 29 C.F.R. Part 1635; 42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990; 42 U.S.C. 2000ff et seq., Genetic Information Nondiscrimination Act of 2008
Adopted	November 17, 2020

1) **STATEMENT OF POLICY**

IPS complies with all federal and state laws and regulations, including all relevant EEO laws and regulations, respecting physical and medical examinations of applicants and employees. All physical and medical examinations required by Edison School of the Arts will be job-related and consistent with business necessity.

2) **PHYSICAL EXAMINATIONS**

- a. Edison School of the Arts may require that applicants who have been given a conditional offer of employment and current employees undergo physical examinations, which include physical fitness exams, agility tests, and drug tests for current use of illegal drugs.
- b. Edison School of the Arts can ask applicants and employees to provide physician certification that they can safely perform agility tests or physical fitness exams; such certification only must state whether they can safely perform such tests or exams.

3) MEDICAL EXAMINATIONS

- a. Edison School of the Arts may require certain applicants who have been given a conditional offer of employment and current employees to undergo medical examinations, including alcohol testing.
- b. Edison School of the Arts may require all applicants for specific job categories to undergo a medical examination if Edison School of the Arts extends them a conditional job offer and prior to beginning work.
- c. Edison School of the Arts only conducts periodic medical exams for employees in limited circumstances and in accordance to federal and state law and regulations.
- d. Edison School of the Arts may conduct alcohol testing if there is a reasonable belief that an employee is under the influence of alcohol while working. Edison School of the Arts may also conduct periodic drug and alcohol testing for employees in safety-sensitive positions, or positions in which such testing is mandatory based on special licensing or certifications the employee must maintain in order to fill the position.

4) REASONABLE ACCOMMODATIONS

Edison School of the Arts provides reasonable accommodations to all applicants and employees with disabilities for all physical and medical examination purposes.

5) CONFIDENTIALITY AND FORMS

- a. Edison School of the Arts may ask applicants and employees who are required to undergo medical examinations to sign a form consenting to the release to Edison School of the Arts of medical information from examinations or medical records that is related to their fitness or ability to perform the essential functions of the job in question.
- b. All information obtained by Edison School of the Arts concerning physical and medical examinations of applicants and employees is maintained in separate medical files and treated as confidential records that are disclosed only as according to the federal Americans with Disabilities Act, Genetic Information Nondiscrimination Act and other applicable federal and state law and regulations.