

Administrative Procedure 402

MEDICAL EXAMINATIONS**Background**

The health and welfare of students and employees is important.

As a condition of employment, employees in positions identified by Human Resources must undergo a medical examination prior to starting employment with the Board.

Procedures

1. Information regarding the requirement of a medical certificate will be included in the employment package.
2. The medical certificate must be on the letterhead of the doctor completing the examination.
3. Fees for the exam may vary and it is the responsibility of the employee to cover any fees charged.