

Truckee-Donner Recreation and Park District Policy Handbook

POLICY TITLE: Pre-Employment Physical Examination
POLICY NUMBER: 231

231.10 Job applicants for permanent full-time, permanent part-time, and part-time benefited employment who are offered employment shall be required to submit to a physician's examination at District expense. No employment commitment shall be made until a qualified physician has certified the applicant is qualified to perform the type of work required by the position being applied for.

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

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

231.40 All test results shall be kept confidential. The applicant may be told he/she failed to pass the test, but only the General Manager, HR Manager/District Clerk, and/or Administrative Assistant shall have access to the actual test results.