

Stillwater Fire District
Stillwater, New York

Fire District Policy and Procedure

Policy Number: 1 of 2009

Policy Name: Physical Exam Policy

Date Issued: July 13, 2009

Effective: July 13, 2009

Revised: January 2014

Review Date: January 2020

I. PURPOSE

A. The purpose of this policy is to provide guidance to fire company members for the annual physicals provided by the Board of Fire Commissioners.

II. DEFINITIONS

A. Approved Provider; the approved provider for physical exams shall be defined as the company that has been contracted by the Board to perform medical screening.

B. Personal Physician; shall be defined as the physician normally used by an individual to provide personal medical care.

III. POLICY

A. It shall be the policy of the Stillwater Fire District to provide an annual medical screening to members of the fire company. The purpose of the exam is twofold, to provide early medical intervention and to determine a standard of fitness for duty.

B. All members shall submit to a medical exam on the dates scheduled by the Chief or designee.

C. All *new candidates for membership* in the fire company shall submit to a complete physical exam performed by the approved provider at the District's expense including drug screening. Physicals for new members shall be submitted to the Board of Fire Commissioners and copied to the Chief within 30 days of being voted in by the fire company as a member. New members who fail any portion of the physical may be dismissed during their probationary period or may be considered for other classifications of membership.

D. Members who fail to obtain the prescribed physical exam scheduled by the fire district will be notified by mail and shall have their exam performed within 15 days of such notification. If the physicals are not completed within the stated grace period, members shall be placed on suspension from incident response and training activities until the medical certification has been received from the contract provider by the Fire District.

- i. All members who obtain annual physicals shall be subject to random drug screening.
 - ii. Members who fail to obtain a physical annually as scheduled by the fire district shall be at the discretion of the Fire Company designated a social member or removed from the fire company.
- E. The Fire District shall keep on file the Medical Certification of the Firefighter Physical Examination. Sealed medical records from the medical provider shall be transmitted to the patient for their files.
- F. Upon a return to response and training activities after a disabling injury or surgical procedure a physicians script noting fitness for duty will be presented to the Chief or designee and filed with the Board of Fire Commissioners. The Fire District reserves the right to require a fitness for duty medical exam by the contract medical provider.

By Order of Board of Fire Commissioners – Stillwater Fire District

Chairman Board of Fire Commissioners