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|  | *Your Organization Here*Standard Operating Procedure |  |
| **Title** Return to Duty  | Presented Date: 00/00/0000Effective Date: 00/00/0000Revision Date: 00/00/0000 |  Page 1 of x |
| Approved by: Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fire Chief |

**PURPOSE**

To establish a guideline addressing how members can return to duty after injury/illness during off duty hours and requires medical leave for more than a two-week period.

**DEFINITIONS**

**Emergency Operations -** Activities of the organization relating to rescue, fire suppression, emergency medical care, and special operations, including response to the scene of the incident and all functions performed at the scene.

Fire Department Physician or Designee (referred to as Fire Department Physician) Organization Physician or Designee (referred to as Fire Department Physician). A licensed Doctor of Medicine or osteopathy who has been designated by the organization to provide professional expertise in the areas of occupational safety and health as they relate to emergency services.

Medically - A determination by the fire department physician that the member meets the medical requirements as determined by NFPA 1582 – *Standard on Occupational Medical Program for Fire Departments* and can perform the 14 Essential Job Tasks.

Medical Evaluation – The analysis of information for the purpose of making a determination of medical certification. Medical evaluation includes a medical examination and any tests deemed appropriate and necessary by the physician for a complete evaluation.

**PROCEDURE**

1. In the case of medical leave, for the member’s own serious health condition,

members who have been on extended medical leave for more than two weeks or three consecutive shift days/three volunteer duty assignments, shall be required to be released by the Fire Department Physician or designee. The employee must present a medical certificate from their healthcare provider to be cleared medically and return to full or modified duty.

2. The following are examples of, but are not limited to, injuries and illnesses sustained off duty causing time loss of three consecutive shift days/three volunteer duty assignments or more and must be reported to their Supervisor or volunteer leadership:

1. Orthopedic in nature.
2. Requiring medical surgical procedures.
3. Affecting the skin, requiring sutures.
4. Any burn or other skin condition that compromises the integrity of the skin.
5. Any infectious skin condition that requires evaluation and treatment by a physician.
6. Any cardiac or respiratory conditions
7. Any Hospitalization
8. Mental health issues

The affected member must receive a medical evaluation by the Fire Department Physician or designee for release to full duty status in emergency operations. This is in addition to work and riding status granted by the employee's healthcare provider. The medical certificate form and riding status referral and any supporting medical documentation must be brought to the Fire Department Physician or Designee for reference.