

409 - JOB RELATED MEDICAL ASSESSMENTS

Section 409.01 Purpose

Fort Bend County may require employees and candidates for employment to undergo a medical assessment, including tests, screenings and examinations, when deemed appropriate. The purpose of any medical assessment shall be to detect the presence of any physical and/or mental impairment that may affect the individual's ability to safely perform the essential functions of the job with or without reasonable accommodation(s).

It is Fort Bend County's policy to comply with the Department of Transportation (DOT) and Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) requirements for medical assessments.

Section 409.02 Pre-placement Screening

All candidates for employment who have received a conditional offer of employment for one of the below listed positions will be required to undergo a medical assessment. Current employees transferring into these positions may also be required to undergo a medical assessment if they did not undergo a similar assessment when originally hired.

The type(s) of medical assessment may vary depending on the requirements of the position and will be job related and consistent with business necessity.

The following list is non-exhaustive and subject to change without notice:

- Positions that require a Commercial Driver's License (CDL) and/or perform DOT defined safety-sensitive duties (e.g. Equipment Operator and Mechanic)
- Positions with duties that are performed primarily outdoors (e.g. Laborer (including part time and temporary) and CSR Facilitator)
- Positions that require the employee to have contact with medicines or drugs (e.g. Paramedic, Nurse)
- Positions which may pose a risk of physical altercations (e.g. Detention Officer)
- Positions which require frequent contact with animals (e.g. Animal Control Officer, Kennel Technician)
- Positions that require frequent lifting/carrying of heavy objects or climbing, crawling, bending and stooping (e.g. Maintenance Worker, Custodian, Technical Support Specialist, Communication Specialist)
- Positions that require TCLEOSE certification and all positions in the Sheriff's Office (e.g. Deputy, Fire Marshal, Environmental Investigator, Bonding Clerk)

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Section 409.03 Facility

Fort Bend County Human Resources shall coordinate the pre-placement physical process and designate the medical facility(s) to be used. The County may bear the cost of the pre-placement exam if performed in accordance with Human Resources' guidelines.

Section 409.04 Successful Completion and Reasonable Accommodation

Candidates must successfully pass the medical assessment, as determined by the health care provider, relative to the essential functions and physical requirements as listed in the job description. Candidates who seek a second opinion, or who are required to seek additional assessment or treatment prior to placement, will be responsible for any further costs incurred.

Fort Bend County will attempt to provide a reasonable accommodation, if an accommodation is requested, to enable an individual with impairment or disability to perform the essential functions of their position.

Section 409.05 Recertification Physicals (DOT)

Employees of Fort Bend County who hold a commercial drivers license (CDL) and/or operate a commercial motor vehicle (CMV) are exempt from the medical physical assessment requirements of the Department of Transportation (DOT) as per §49 CFR 390.03(f)(3). However, Fort Bend County will follow the medical assessment guidelines of §49 CFR 391.41-49 to ensure the safety of employees who operate CMVs. For the convenience of the employee, Fort Bend County Human Resources shall coordinate the recertification exams, and may bear the cost of the recertification exam if performed in accordance with Human Resources guidelines.

If an employee is deemed medically unfit to operate a CMV and therefore is unable to perform the essential functions of the position, they may be terminated from the position, placed on a leave of absence while seeking treatment, or reassigned if a suitable position is available.

Section 409.06 Safety Concerns

Fort Bend County reserves the right to request an employee undergo a medical assessment if deemed necessary to protect the safety of the employee and/or others. Such assessments will be job related and consistent with business necessity.

Section 409.07 Confidentiality

Any information relating to the results of a medical assessment will be retained in a file separate from the employee's personnel file in the Human Resources Department.

Section 409.08 Authority

This policy shall in no way restrict the authority of supervisory personnel to assign tasks to employees under their supervision, which are not specifically listed in the job description.

Policy Approved and Adopted By:
Fort Bend County Commissioners Court
January 31, 2003
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