



4.8 MEDICAL RESTRICTIONS

When it is confirmed by a medical professional that an employee has a medical restriction that may require accommodations, the employee must take a copy of the Medical Clearance Form that can be obtained by their Supervisor, to their medical professional to complete within a designated timeline. (For work-related injuries, see the Worker's Compensation section.)

The employee then needs to submit a letter/Medical Clearance Form as soon as possible from the doctor stating:

1. Any part of the job (based on the review of Medical Clearance) that cannot be performed.
2. If there are lifting restrictions, how many pounds the employee can lift.
3. Any complications that could affect the ability to do the job.
4. Length of time of the restriction(s).

If an employee verbally reports medical restrictions before submitting to Management a written statement regarding limitations from a doctor, it may result in removal from the schedule until a statement from a doctor is submitted.

The Job Restriction Form will be completed and reviewed with Management.

LADD reserves the right to review accommodations and grant or refuse accommodations based on the reasonableness of the accommodation. Accommodations may be refused, if in the opinion of Administration, they place an unfair burden on the people receiving supports.

LADD reserves the right to transfer employees with medical restrictions if, in the opinion of LADD, they feel it is necessary to ensure the employee's safety or the safety of the people supported.

Medical restrictions must be received and reviewed by Management and Human Resources to determine if an employee it so be removed from a scheduled training class. This is not at the employee's discretion.

LADD is under no obligation to create a position to accommodate an employee with medical restrictions.

WE MAKE THE DIFFERENCE