

CARBON CAREER & TECHNICAL INSTITUTE

SECTION: CLASSIFIED EMPLOYEES

TITLE: DISQUALIFICATION BY
REASON OF HEALTH

ADOPTED: November 18, 2004

REVISED: July 16, 2026

	515. DISQUALIFICATION BY REASON OF HEALTH
1. Purpose	Purpose Consistent with law with respect to equal opportunity and nondiscrimination, it is the policy of the Joint Operating Committee to ensure that programs are supported by classified employees who are physically and mentally fit to perform the duties assigned to them.
2. Authority	Authority A classified employee may be placed on sick leave or retired for physical or mental disability or inability to perform assigned duties
3. Guidelines	Guidelines When a classified employee is suspected to be unfit to work by reason of physical or mental condition, the following procedure shall be followed: a. The Administrative Director shall present to the Joint Operating Committee the suspected physical and/or mental condition of the employee. Should the JOC determine that the suspected physical and/or mental condition of the employee warrants an examination, either mental, physical or both, the JOC or its designee shall give written notice of the need for such an examination to the employee. Should the employee disagree with the determination of the necessity of such an examination, the employee will be given the opportunity to appear before the JOC present his/her position regarding such an examination to be conducted pursuant to the following rules: 1. Any hearing relative to the necessity for an examination to determine fitness to perform job duties shall be conducted in private and not subject to strict rules of evidence. 2. The Administrative Director or his/her designee shall present the reasoning for the request for an examination either mental, physical or both to the JOC which may include witnesses or other evidence. Any witnesses may be questioned by the employee or his/her representative.

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	3. Employees may present witnesses on his/her behalf 4. Employees may be represented by counsel or an individual of his/her own choice. 5. Witnesses shall be called individually and excused after speaking to the JOC. b. Should the JOC determine that sufficient reasons exist to order an examination of the employee as to fitness to perform his/her job duties, a list of physicians shall be provided to the employee from the JOC or the Administrative Director and the employee shall select a physician from the list to conduct the examination at the expense of CCTI. c. The examination shall be conducted within ten (10) days following the hearing before the JOC. d. The employee shall also have the opportunity to arrange an examination with an independent physician of his/her own choice at his/her own cost relative to fitness to perform the duties of his/her position. e. Results of the examination(s) shall be provided to the JOC, Administrative Director and employee or his/her representative by the physician(s) conducting the examinations. f. If after consideration of the results of the examination(s), the employee is found to be unfit to perform assigned duties, the employee may be restored to work with any limitations as recommended by the physician(s); may be placed on mandatory sick leave for such period of time as may be recommended by the physician(s) and with such compensation to which he/she is entitled until recovery from the disabling condition as verified by the treating physician of the employee and as is satisfactory to the JOC; may be re-assigned to another position within the limitations of the employee as stated in the examination(s) conducted; or, may be requested to retire or resign from his/her employment with CCTI. g. Should an employee refuse to submit to an examination after been directed to do so after any and all avenues of appeal have been exhausted, such a refusal shall be considered as just cause for discipline and/or dismissal.
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