



# WADSWORTH PUBLIC LIBRARY EMPLOYEE MANUAL

**Chapter: Conditions of Employment**  
**Section Number: 3.3**  
**Section Name: Medical Exam**  
**Last Revised:**

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- A. The Director may require a current employee or post-offer applicant to submit to an examination to determine if he/she can perform the essential job duties of the position with or without reasonable accommodation. A licensed practitioner selected by the Director with Board approval will conduct the examination.
- B. If the employee is incapable of performing the duties of the job, he/she may be placed on sick leave, family and medical leave or an unpaid leave of absence. (See **Section 5.7 LEAVES OF ABSENCE**). Reasonable accommodation will be made for an employee with a qualifying disability. (See **Section 3.5 DISABILITY ACCOMMODATION**).
- C. An employee requesting leave for a serious medical condition under the family and medical leave policy is required to provide certification from a health care provider to verify that the employee has a qualifying condition. The Library may request a second evaluation by a health care provider of its choice. If the second opinion differs from the first, the employee and the Library will choose a third health care provider to examine the employee. The third opinion will be binding on both the employee and the Library.
- D. The employee is responsible for paying any costs related to obtaining certification of a disability or qualification for family and medical leave. The Library will pay the cost of any examination requested by the Library. Both the Director and the employee will receive the results of any examination conducted under this policy.