

**EMPLOYEE MEDICAL EXAMINATIONS 105***Effective Date: 02/01/2016*

To help ensure that employees are able to perform their duties safely, as well as to comply with applicable state and federal laws, medical examinations may be required of employees in certain positions.

**Pre-Employment Physical**

After an offer of employment has been made to an applicant entering certain designated job categories, a medical examination may be performed at Cass County's expense by a health professional of the County's choice. The offer of employment and assignment to duties is contingent upon satisfactory completion of the exam.

**Current Employee Assessment**

Current employees may be required to take medical examinations under a variety of circumstances, including, but not limited to the following: to determine or update fitness for duty, the assessment of the ability to return to the workplace after a medical leave, or to comply with applicable state or federal laws. Such examinations will be scheduled at reasonable times and intervals and performed at Cass County's expense.

Information on an employee's medical condition or history will be kept separate from other employee information and maintained confidentially. Access to this information will be limited to those who have a legitimate need to know.