

# Administrative Procedure 419

## Human Resources

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### CERTIFICATE OF GOOD HEALTH

#### BACKGROUND

Employees or prospective employees may be required to supply a certificate of good health signed by a qualified medical practitioner.

#### PROCEDURES

1. Information collected for the purposes of employment shall be confidential.
2. Prospective employees
  - 2.1 Certificates of good health are not to be requested as part of the application for employment information.
  - 2.2 Request for certificates of good health may be made by the superintendent prior to final contract offer.
  - 2.3 In the event that state of health of the prospective employee significantly affects his/her ability to do the job, the superintendent has the authority to withhold a contract of employment.
3. Existing Employees
  - 3.1 Existing employees, during the period of their employment, shall provide a certificate of good health signed by a medical practitioner if so requested by the superintendent as per the *Education Act*.
  - 3.2 When such a request is made, the superintendent shall designate the medical practitioner and the charter board shall pay the fee.
  - 3.3 When the medical certificate is required to qualify for short term disability the employee shall be responsible for medical fees.

Legal Reference: *Education Act*  
Date of Adoption: September 30, 2019  
Date of Revision:  
Due for Review: September 30, 2022