

Beartooth Electric Cooperative, Inc.

ADMINISTRATIVE POLICY NO. 622

1. SUBJECT: PHYSICAL EXAMINATION

2. OBJECTIVE:

2.1. To define Beartooth Electric Cooperative, Inc.'s (BEC) employee physical examination process and procedures.

3. POLICY:

3.1. As part of BEC's employment procedures, an applicant is required to undergo a post-offer, pre-employment medical examination and an alcohol and drug screening that are conducted by a physician designated by BEC. Any offer of employment that an applicant receives from BEC is contingent upon, among other things, satisfactory completion of this examination and a screening and a determination by BEC and its examining physicians that the applicant is capable of performing the essential functions of the position that has been offered, with or without a reasonable accommodation.

3.2. All physical examinations shall be performed by a health professional of BEC's choice and at the expense of BEC.

3.3. The above will apply also prior to re-assignment of an employee to duties requiring particular medical and physical fitness or whenever a question arises as to the continuing physical fitness of an individual for his or her work.

3.4. As a condition of continued employment, employees may also be required to undergo periodic medical examinations and/or alcohol and drug screenings, at times specified by BEC, consistent with the Americans with Disabilities Act and applicable state and local laws. In connection with these examinations, employees are required to provide BEC with access to their relevant medical records, if requested. All company-required medical examinations and alcohol and drug screenings are paid for in full by BEC.

3.5. Communicable diseases, including AIDS, are physical disabilities. BEC will not discriminate against any applicant or employee based upon communicable disease unless required to do so by the reasonable demands of the position. BEC will evaluate these factors after obtaining the reasonable medical judgment of health officials. Prior to making any distinction based upon communicable disease, the employer will evaluate:

3.5.1. The nature of the risk.

3.5.2. The duration of the risk.

3.5.3. The severity of the risk.

3.5.4. The probability that the disease will be transmitted and cause harm.

4. RESPONSIBILITY:

4.1. The General Manager and Department Managers shall ensure that the provisions of this policy are followed.

Adopted: 02/22/2013
Revised: 06/30/2015
Reference: LV Policy 613, BEC VI-A-5, 28
Review Date: June 2017

Attest: /s/ Richard Nolan
Secretary/Treasurer

Attest: /s/ Roxie Melton
Board President