

3.4 MEDICAL EXAMINATION

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Policy Responsibility	Administration		

Document History

Version	Date Amended	Details Comments e.g. Resolution Number
	February 2019	19/02/2019/016

OBJECTIVE

The purpose of this policy is for the employer to take all reasonable steps to ensure that a new employee has health and fitness satisfactory to the nature of the proposed duties.

POLICY STATEMENT

1. Prior to employment, potential new employees are required to obtain a medical certificate. The certificate is to be in a format suitable to the Chief Executive Officer.
2. If the medical certificate states that the applicant's health and fitness is satisfactory for the proposed duties, then a contract of employment may be entered into.
3. The costs of the medical examination is to be met by Coomalie Community Government Council, but the doctor or medical practice to be used is to be nominated, from time to time by the Coomalie Community Government Council, having regard to price, proximity and past performance.
4. The Coomalie Community Government Council reserves the right to test employees for the influence of drugs and/or alcohol and ensure they meet the Fitness for Work Policy.