

**Stillwater Fire District**  
**Stillwater, New York**

Fire District Policy and Procedure

Policy Number: 1 of 2009

Policy Name: Physical Exam Policy

Date Issued: July 13, 2009

Effective: July 13, 2009

Revised: \_\_\_\_\_

Review Date: January 2010

**I. PURPOSE**

A. The purpose of this policy is to provide guidance to fire company members in relation to physical exams provided by the Board of Fire Commissioners.

**II. DEFINITIONS**

A. Approved Provider; the approved provider for physical exams shall be defined as the company that has been contracted by the Board to perform medical screening.

B. Personal Physician; shall be defined as the physician contracted by an individual to provide personal medical care.

**III. POLICY**

A. It shall be the policy of the Stillwater Fire District to provide an annual medical screening to members of the fire company. The purpose of the exam is twofold, to provide early medical intervention and to determine a standard of fitness for duty.

B. All members shall submit to a medical exam on the dates scheduled by the Chief or designee.

C. All new applicants to the fire company shall submit to a complete physical exam performed by the approved provider at the District's expense. Results of the physical shall be submitted to the Board prior to approval of the applicant as a member. Applicants who fail the exam shall not be considered for membership.

D. Members who fail to obtain the prescribed physical exam within 30 days of the scheduled date at the fire station shall be placed on suspension from incident response and training activities until the medical certification has been received from the contract provider by the Fire District.

E. The Fire District shall keep on file the Medical Certification of the Firefighter Physical Examination. Sealed records from the medical provider shall be transmitted to the patient for their files.

- F. Failure to submit to a physical exam may result in an indefinite suspension from incident response and training activities and shall be enforced by the chief and safety officers.
- G. Upon a return to response and training activities after a disabling injury or surgical procedure a physicians script noting fitness for duty will be presented to the Chief or designee and filed with the Board of Fire Commissioners. The Fire District reserves the right to require a fitness for duty medical exam by the contract medical provider.

By Order of Board of Fire Commissioners – Stillwater Fire District

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Chairman Board of Fire Commissioners