



CITY OF NEW BRAUNFELS POLICIES AND PROCEDURES

PROCEDURE(S): FIT FOR DUTY

EFFECTIVE DATE: MAY 20, 2019

REVISION DATE(S):

FIT FOR DUTY

A. Fitness Requirements

It will be the responsibility of each employee to maintain the standards of fitness required for performing the essential functions of their job. (Civil Service employees will be governed by Chapter 143 of the Local Government Code.) The City may require an employee to submit to an examination by a City-approved physician, psychiatrist or psychologist when it appears that the employee's physical or mental condition may prohibit him/her from adequately performing the duties of their job, or the employee's condition may constitute a hazard to persons or property. The employee must cooperate with such a request and authorize release of such medical information to the City, as a condition of continued employment. The employee will be required, as a condition of continued employment, to authorize the physician to disclose the results of the examination to the appropriate City officials. The employee will be granted administrative leave time for the examination and the City will pay for the examination. If medically determined that the employee is not able to perform the essential function of his/her regular position but may be qualified to perform the duties of another position, the employee will be encouraged to apply for any position for which they are qualified, be placed on appropriate leave or be discharged.