

Administrative Procedure 408

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 will be kept 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 Requests for certificates of good health may be made by the Associate Superintendent, Human Resources and Administration prior to a final contract offer; and
 - 2.3 In the event that the state of health of the prospective employee significantly affects his/her ability to do the job, the Associate Superintendent, Human Resources and Administration has the authority to withhold a contract of employment.
3. Existing Employees
 - 3.1 Existing employees, during the period of their employment, will provide a certificate of good health signed by a medical practitioner, if so requested by the Associate Superintendent, Human Resources and Administration.
 - 3.2 When such a request is made, the Associate Superintendent, Human Resources and Administration will designate the medical practitioner and the Division will pay the fee.
 - 3.3 When a medical certificate is required to qualify for sick leave with pay, the employee will be responsible for medical fees.

Reference: Section 197, 11, 52, 222, 226 Education Act
Alberta Human Rights Act
Child, Youth and Family Enhancement Act
Employment Standards Code
Freedom of Information and Protection of Privacy Act
Personal Information Protection Act