



Quaker Springs Fire District #1  
107 Blodgett Road  
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518-584-3349

### **Physical Exam Policy:**

The Board of Fire Commissioners defines the following policy on Physical Exams.

**PURPOSE:** The purpose of this policy is to provide guidance to fire company members for the annual physical exam provided by Quaker Springs Fire District #1 (the District).

#### **DEFINITIONS:**

- A. Approved Provider; the approved provider shall be defined as the company that has been contracted by the District to perform physical exams.
- B. Approved Equivalent: paperwork documenting a physical exam performed by a physician contracted by an individual to provide personal medical care. An Approved Equivalent will be reviewed by a Chief to verify it is substantially equivalent to the tests performed by the district Approved Provider.

#### **POLICY**

- A. It shall be the policy of the District to provide an annual physical exam to all active members of the fire company. The purpose of the physical exam is to determine a standard of fitness for duty.
- B. All members shall submit to a physical exam on the dates scheduled by the Chief (or designee) or provide a Chief (or designee) an Approved Equivalent.
- C. All new candidates for membership in the fire company shall submit to a physical exam performed by the Approved Provider at the District's expense or provide a Chief (or designee) an Approved Equivalent. Documentation of physical exams for new members shall be submitted to a Chief (or designee) within 30 days of being voted in by the fire company as a member. New members who fail any portion of the physical exam may be dismissed during their probationary period or may be considered for other classifications of membership.
- D. Members who fail to obtain the prescribed physical exam scheduled by the Chief (or designee) shall be attempted to be notified by mail and shall have their physical exam performed within 15 days of such notification. If the physical exams are not completed within the stated grace period, members shall be placed on non-active response from incidents and training activities until the documentation of completed physical exam from the Approved Provider or an Approved Equivalent is received by a Chief (or designee).
- E. Members who fail to obtain a physical exam within one (1) year of the scheduled physical exam date shall be, at the discretion of the Fire Department, designated an Associate Member or removed from the fire company.
- F. The District through the Chief shall keep on file the documentation of the firefighter physical exam. Sealed medical records from the medical provider shall be transmitted to the patient for their files upon their request.
- G. Upon a return to response and training activities after a disabling injury or surgical procedure a physician's script noting fitness for duty will be presented to the Chief (or designee) and filed. The Chief (or designee) reserves the right to require a fitness for duty physical exam by the Approved Provider.