



TOWN OF GRAY

Return to Work Policy

Adopted October 4, 2022

Purpose

The Town of Gray is concerned about the health and well-being of its employees. We are committed to working with our employees and their healthcare providers to find work designed to assist injured workers in transitioning back to the workplace by performing meaningful work within their capabilities.

Process

At any time, the Town may require written documentation from a licensed physician describing the limitations, progress, and physical abilities of the employee.

To accommodate temporary work restrictions, there must be a reasonable expectation that the employee will be able to resume full duties within/or by 30 calendar days (subject to available work that will be beneficial to the employer). Work consistent with temporary work restrictions may be assigned to the employee for up to 30 calendar days (or until the employee is capable of returning to full duty, whichever occurs first). In the event that a modified duty assignment becomes available, the employee is expected to accept the assignment.

The employee is expected to be an active participant in this process by providing M1 Practitioner's Reports (a Workers' Compensation Board form completed by the physician) following medical appointments and communicating changes in their restrictions. The employee and employer commits to following restrictions as outlined in the M1 Practitioner's Reports or otherwise agreed upon.

Note

This policy recognizes the Family Medical Leave Act, the Town of Gray Personnel Policy, along with Standard Operating Procedures (SOPs) that the department may have. It is intended to work in conjunction with them.

Modified work is not intended to be used as permanent reasonable accommodation under the American with Disabilities Act.

No temporary work assignment described or covered under this guideline is intended or offered as a permanent assignment.