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| TOPEKA PUBLIC SCHOOLS | REGULATION NUMBER: 4500-1 |
| SUBJECT: PHYSICAL EXAMINATIONS | DATE OF ISSUE: 06/18/80 <hr/> REVISIONS: 09/19/02; 12/03/09; 03/01/12 <hr/> PREPARING OFFICE: HUMAN RESOURCES |

I. PURPOSE:

To establish procedures for physical examinations.

II. PERSONNEL AFFECTED:

All personnel.

III. PROCEDURES:

- A. The conditional offer of employment to each candidate is contingent upon verification of good health as shown by the certificate of the examining licensed physician.**
- B. The cost of the examination(s) is to be borne by the employee or volunteer unless otherwise authorized by the Board of Education.**
- C. Certificates of health must be received by the human resources office within thirty (30) days of the effective date of employment or re-employment. The certificate must be provided following the examination.**
- D. If a candidate or employee or volunteer has a health deficiency that would conflict with the health, safety or welfare of the pupils, the employee or volunteer is expected to correct the deficiency. Unless evidence of removal or normal progress toward removal of the health deficiency is shown, the candidate, employee, or volunteer shall not be considered for continued employment or volunteerism.**