



Administrative Directive
SAN JUAN ISLAND EMERGENCY MEDICAL SERVICES
SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT NO.1

Volunteer and Employee Health Policy

AD #
40-09

SUBMITTED BY: Chief Jim Cole
APPROVED BY: Resolution 09-335

ISSUED
7/15/2009

PURPOSE

The purpose of this directive is to outline the health and wellness expectations of all volunteers and employees of San Juan Island EMS (hereafter called personnel), including but not limited to a suggested Employee Wellness Program.

POLICY

1. All personnel shall be offered annual or semi-annual TB testing free of charge by the District. This testing shall be administered by an RN and must be read within current guidelines (currently 72 hours and read by an RN).
2. If personnel refuse the free TB test, they must get a note from their personal MD/DO stating that they are TB free and "Fit for Duty as an EMT." This will be at the sole expense of the personnel.
3. If personnel refuse the TB test, they will not be able to volunteer or be employed until such time as they get a physician authorization as TB free and "Fit for Duty."
4. If a TB test is "positive," personnel will follow through with their physician on all recommendations until they are medically cleared. They shall not respond to calls or be active until medically cleared. All costs will be born by the personnel.
5. All personnel shall be offered free Hepatitis-B vaccinations. See AD17-06 for the current policy regarding this area of personnel health policy.
6. If personnel become injured within the scope of their activities as a volunteer or employee, they shall file an L&I claim as necessary and follow through with all physician recommendations as required.
7. If personnel become injured or ill outside of the scope of their EMS activities which may impair their physical or mental ability to safely fulfill the requirements of their position, they shall not work until they obtain a "Fit for Duty as an EMT" or "Return to Work" authorization from their MD/DO before returning to active duty.
8. The Chief, along with an IIMC physician or the MPD may require personnel to submit to a blood and/or urine chemical toxicology test for legal/illegal/and or alcohol use when personnel are suspected to be impaired "on the job." If the personnel refuse, they will be immediately suspended with likely termination.
9. Volunteers and employees will maintain general health and wellness that allows them to safely and competently fulfill the requirements of their position which may include but are not limited to: adequate physical dexterity, ability to lift 100 pounds, kneeling on hard surfaces for extended periods, bending, carrying, correctable sight, hearing and proper balance.
10. The District shall offer as its official employee wellness program, a monthly stipend of \$30 paid directly to a health and fitness club that allows daily access to a self-regimented fitness facility. Te personnel shall deign their own health and wellness goals along with their physician or wellness practitioner. A free wellness assessment is available through the EAP services provided through the paid EAP program.
11. The Chief has the ability amend or add to this Policy if there is no additional financial impact on the district.