

The Town of Thomaston Return to Work Policy

I. Responsibility

The term “loss exposure”, as applied to the workplace, is defined as the potential for accidents, which result in illness or injury. Every employee of The Town of Thomaston has a responsibility to minimize loss exposure as a factor in the work place by participating in quality improvement programs and strictly observing safety and standard operating policies and procedures.

II. Policy

Employees of The Town of Thomaston who are, or could be, on leave of absence from their duties as a result of a work related illness or injury might be eligible for the Return-to-Work Program upon written certification of a medical care provider. The medical care provider must certify that the employee may return to work with restrictions on physical requirements of the job in question, and that those restrictions are not meant to last for more than 180 days.

A restriction identifies a physical condition that prevents an employee from performing the full scope of his/her job duties as outlined in their job description. There are two types of restrictions: temporary and permanent.

Temporary restrictions are defined as those limitations placed on an injured employee by a physician that is of a relatively short duration (i.e. the employee is expected to fully recover and to return to normal working conditions).

Permanent restrictions are defined as those limitations placed on an employee by physicians that are expected to be long term (more than 180 days) or from which recovery is not expected. Those employees who fall in this category are not eligible for participation in the Return-to-Work Program. They may elect to seek alternative employment, or file for a “reasonable accommodation” under the Americans with Disabilities Act.

When an employee is approved for participation in the Return-to-Work Program, primary consideration will be given to job placement within the employee’s department and normal job duties. A secondary consideration will be alternative placement into another department or another assignment within the same bargaining unit. A critical consideration is to place the injured employee in a position to perform productive work that is both useful to the Town of Thomaston and achievable within the limits of the restrictions placed on the employee.