

Newberg School District 29J

Code: **GCBDB/GDBDB**
Adopted: 12/11/06
Orig. Code(s): 3560

Early Return to Work

Efforts shall be made on a case-by-case basis to return ill or injured employees to work. Returns shall be within the requirements of the injury, the limitations of the law and the limitations of the district.

In the event an employee is not able to perform essential job functions completely after an illness or injury, the district shall determine whether reasonable accommodations are appropriate that would provide temporary light duty assignment, restructuring of the job to include modified workdays, shift or part-time work, hours of work or modifications in facilities, equipment, special aids and services. Reasonable accommodations must not result in an undue hardship on the district.

If an employee cannot be reasonably accommodated in his/her current job, the district shall review alternative assignments. The employee, if qualified, shall be offered an available vacant position with or without reasonable accommodations. If no other assignment is possible, the district shall provide unpaid leave if recovery is ongoing and sick leave is exhausted. Unpaid leave shall be provided in accordance with Oregon law.

The district shall maintain current job descriptions for each position. Physical requirements for appropriate job categories shall be established.

The superintendent shall develop administrative regulations as necessary to implement this policy.

END OF POLICY

Legal Reference(s):

[ORS 659A.043](#)

[ORS 659A.046](#)

[OAR 436-110-0001 to -0900](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).

Cross Reference(s):

GAB - Job Descriptions