



Administrative Regulations

Number AR36-2
Issue 1

Subject: Rehabilitation In Lieu of Separation of Injured Employees who have been Deemed Incapable.

I. PURPOSE

It is the purpose of this Administrative Regulation to establish the City procedures utilized to satisfy State law pertaining to the rehabilitation of employees.

II. SCOPE

This regulation is applicable to all City departments and offices responsible directly to the City Manager. It is also requested that elective offices and other independent offices and departments of the City comply with these procedures in the interest of administrative uniformity.

III. AMENDMENT

The City Manager may amend the procedures and content set forth in this regulation as required.

IV. POLICY

The City has established an alternative method of Meeting State Rehabilitation requirements for employees who have been deemed incapable of performing in their classification

V. PROCEDURE

When a department notices a medical deficiency in an employee or is notified of a medical condition which may preclude an employee from performing the duties of their classification they are to take steps enumerated in the attached flow charts.

These steps are to be effectuated by utilizing a standard set of forms available from the Personnel Department.