

BOARD POLICIES	METRO TECHNOLOGY CENTERS ACCIDENTS AND ILLNESSES (BP-5002)	The on-line version of the policy is official. Therefore, all printed versions are unofficial copies.
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1.0 POLICY:

The superintendent or designee shall develop and maintain procedures for handling sudden illnesses or injuries of students and staff through the Crisis Management Plan.

Accidents or occupational illnesses shall be reported to the employee's immediate supervisor immediately, or as soon as possible, after the accident or illness occurs. The immediate supervisor of the employee is responsible for submitting the appropriate reports to the Assistant to the Superintendent for Human Resources. No employee shall be allowed to return to work following a work-related accident or illness which requires expert medical treatment, without a statement of release to return to work from the attending physician.

No employee shall be allowed to return to work following any other disabling accident or illness unless released by a doctor.

Responsibility for any medical service fees rests with the injured or ill employee, student or parent/guardian of minor children.

2.0 LEGAL REFERENCE: 40 O.S. §§ 401 et seq.; 70 O.S. § 5-117.A.14

3.0 CROSS REFERENCE: BP-5008

4.0 REVISION HISTORY:

<u>Date:</u>	<u>Revision</u>	<u>Description of Revision:</u>
October 8, 1984	A	Adopted
January 8, 1990	B	Adopted
January 9, 1995	C	Revised
September 22, 2003	D	Reformatted
December 15, 2003	E	Legal references reviewed and revised as necessary
November 22, 2004	F	Revised

5.0 PCF FRAMEWORK #: 10.2 Manage environmental health and safety

***** End of Policy *****