



<b>Policy Title</b> Health and Safety Policy	<b>Original Adoption Date</b> 7/20/1972	<b>Policy Number</b> HR-198
<b>Responsible College Division/Department</b> Human Resources	<b>Responsible College Manager Title</b> Vice President of Administration	
<b>Policy Statement</b>		
<p><u>Physical Examinations</u></p> <p>As a condition of employment, all employees working more than 60 days in a fiscal year are required to have a physical examination including a chest x-ray or tuberculin test and certain immunizations as required by the job (i.e., measles), or show proof of the above within the past two years prior to the first employment date. Subsequent chest x-rays or tuberculin tests, physical examinations, and required immunizations will be at the discretion of the governing body, but not to exceed once every three years.</p> <p>The cost of the initial physical examination, tuberculin test and/or chest x-ray, and required immunizations will be paid by Lakeshore Technical College (LTC). The expenses incurred to LTC as a condition of employment will be limited to items identified on the examination form. Other subsequent examinations as determined and required by LTC will be at the employee's expense. Failure to comply with physical examination and tuberculin testing requirements shall be cause for termination.</p> <p>All physical examination reports will be considered confidential except in those cases where a dispute may arise out of disagreement between LTC and the employee over the application of this policy.</p> <p><u>Safety Program</u></p> <p>LTC and each employee are responsible for maintaining a healthful and safe work environment. Employees shall follow all established rules and regulations including those pertaining to the use of safety equipment and the wearing of Personal Protective Equipment (PPE) if required.</p> <p>LTC will provide the required PPE for employees. For full-time employees who normally wear eyeglasses and whose position requires safety glasses, LTC will pay the difference between the cost of regular prescription glasses and of safety prescription glasses.</p>		
<b>Reason for Policy</b>		
LTC will ensure the health and safety of its employees and assist them in the maintenance of good health through the safety program, related health and safety policies and procedures.		
<b>Cross References and Legal Review</b>		
<p>Created/Adopted: 7/20/72  Reviewed/Revised: 7/01/73; 8/19/76; 3/19/81; 7/01/89; 11/16/89; 8/21/91; 5/19/93; 6/17/96; 7/01/02; 1/25/13; 5/2/19  Legal Reference: Wisconsin Statute 143.17  Cross Reference: Safety Program, Employee Fringe Benefits</p> <p><b>Legal Counsel Review and Approval:</b>  <b>Board Policy: III.A. General Executive Constraint, III.B. People Treatment, III.C. Compensation and Benefits</b></p>		
<b>Definitions</b>		