**Section 400 – Emergency Operations**

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| Operational Safety – 400.00 | | | |
| S.O.P # 400.02 | **Fitness for Duty** | | Page: 1 of 1 |
| EFFECTIVE: 10/14/2019 | | Authorized: Board of Directors | |
| REVISED: | |  | |

**400.02.01 Purpose**

To define a policy on an employee’s fitness for duty and outline procedures for when an

employee is deemed unfit for duty.

**400.02.02 General**

The rigorous nature of work in the EMS field requires employees to competently and

safely operate as emergency response providers. The District requires each employee to be fully prepared and ready for duty at the start of each shift.

**400.02.03 Definition**

“Fitness for Duty” shall be defined as a state in which an employee has had an adequate

time of both sobriety and rest so that when they report to work they are fresh, alert and

adaptive enough to perform their job in a safe and competent manner.

**400.02.04 Policy**

1. An employee shall have a minimum of twelve (12) hours between the time they report for duty and:
   1. Their last consumption of alcohol,
   2. Their last consumption of prescription medications that would affect their ability to safely and competently carry out their assigned duties.
2. Employees are not permitted to work greater than thirty-six (72) hours consecutively.
3. Should a Duty Officer feel an employee is not fit for duty based on their observations, training and professional judgement; the employee will be sent home for the remainder of the shift. The employee will utilize their own leave until an administrative review of the incident has been completed. The use of administrative leave will be determined at that time.