

**Willamette Education
Service District**

Code: **GCBDB/GDBDB**
Adopted: 7/8/03
Readopted: 7/12/05; 6/22/10
Orig. Code(s): None

Early Return to Work

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

In the event an employee is not able to perform essential job functions completely after an illness or injury, the ESD will determine whether reasonable accommodations are appropriate that would provide temporary light duty assignment, restructuring of 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 ESD.

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

The ESD will maintain current job descriptions for each position. Physical requirements for appropriate job categories will be established.

The Superintendent will 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](#)

[OAR 581-024-0240](#)

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):

ACA - Americans with Disabilities Act

GAB - Job Descriptions