

County of Elgin

Human Resources Policy Manual

Code - **A**

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Section: **9**

Subject: **Return To Work**

Policy Number: **9.120**

Date Approved: **Oct.1/87**

Date Last Revision: **Oct.16/07**

If an employee is absent due to illness or injury in excess of three consecutive scheduled shifts, objective medical documentation stating that the employee is fit to return to work must be provided to the third party disability management provider before any shifts will be scheduled. The third party disability management provider will advise the employer of the return to work date, and the employee will then contact the manager to obtain their work schedule. If a modified work program is advised by the employee's treating practitioner or recommended by the third party disability management provider refer to policy 8.320.