## BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO.1 TOWNSHIP OF RIVERSIDE

## INJURY REPORTING AND RETURN TO DUTY POLICY

The Board recognizes that the provision of fire suppression and other emergency services entails a higher degree of risk of injury to the firefighter than other occupations due to the high levels of physical exertion, uncontrolled environmental exposure and psychological stress. On an annual basis the Board appropriates funds for medical evaluations, insurance coverage, safety training programs, physical fitness programs, protective gear and equipment and other programs, training and education related to preventing injuries and reducing their severity. The Board has developed policies and procedures with the intent and purpose of complying with all applicable safety laws and regulations. The Board personnel are instructed and expected to perform tasks in a safe and efficient manner while on duty, at training and while responding to emergency incidents or events. The Board has further established fitness and performance standards for its personnel. Incidental and integral to providing the highest possible standard for readiness is to develop guidelines to assist personnel in identifying and reporting accidents, injuries and illnesses that occur on and off duty that may impair their ability to perform duties and tasks, or that may place others at risk.

The Board recognizes the necessity of accurate reporting of all injuries to personnel, or others, for the protection of the firefighters, other employees of the Board, the general public and the Board itself. Correct reporting procedures begin the process of informing necessary individuals involved in treatment and can facilitate timely and suitable injury management. It is the intent of the Board to develop an effective accident and illness reporting procedure so as to have a positive impact on the number and severity of injuries or illnesses experienced by providing the information needed to identify factors which result in accidents. The information received and contained through injury reports will be evaluated and reviewed by the Fire District administrative personnel, the Board's Insurance and Risk Management Consultant, Safety Officer, Fire District Solicitor, Fire Company Safety Committee and the Board to establish direction for the development of protective training programs, educational packages and safety procedures.

The Board has promulgated a Health and Safety Policy which recognizes the necessity of fire personnel to be mentally and physically fit to perform their respective duties and responsibilities. To assure this standard of readiness the Board mandates that any personnel unable to perform his/her respective duties and responsibilities due to illness or injury, both duty

and non-duty, shall be required to submit from a physician a release pursuant to a procedure developed by the Board prior to returning to active duty.

The purpose of the policy is to promote successful personnel reintegration into the fire service environment as quickly as medically practicable.

All information or documentation, including any confidential information, shall be maintained and accessed only in accordance with District procedures and practices for record retention which shall be consistent with state and federal laws.

The Board shall enact rules and regulations, procedures or guidelines and directives to implement or otherwise effectuate the purpose and intent of this Policy and federal, state and local laws, and rules, regulations, procedures, guidelines or directives promulgated thereto, as amended, which were enacted to insure or supplement the intent and purpose of this Policy. Said rules and regulations, procedures or guidelines and directives may be amended or supplemented by the Board as it deems necessary.

This Policy does not modify existing Board policies, procedures, guidelines, rules, regulations or directives and shall be read and construed in conjunction with other Board policies, procedures, guidelines, rules, regulations or directives so that any inconsistencies or ambiguities in this Policy may be resolved by referencing other Board policies, procedures, guidelines, rules, regulations or directives. Any interpretation as to the meaning of this Policy shall not be contrary to federal, state or local laws, or contrary to or inconsistent with the mandated charge of the Board. If any provision paragraph, sentence, clause or phrase set forth in this Policy is for any reason held or determined to be unconstitutional or invalid, same shall not affect the remainder of this Policy.

Legal References:

1st Reading: April 26, 2023 Effective Date: May 24, 2023

2<sup>nd</sup> Reading: May 24, 2023 Revised Date: