

Title: Return to Work Examinations	
Number: 1416, Version: 6	Original Date: 08/01/2000
Effective: 06/01/2018	Last Review/Revision Date: 05/29/2018
Next Review Date: 05/29/2021	Author: Nilsa Martinez
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Introduction

**Purpose /
Population**

1. **Purpose:** Banner Occupational Health will perform return to work evaluations for Banner employees who are returning to work after personal medical illness or injury.
 2. **Population:** All Employees
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Definitions

BOHS – Banner Occupational Health Services (includes Banner Employee Health)
Advanced Practice Provider – Nurse Practitioners and Physician Assistants

Policy Statements

Policy

1. Banner employees who are not at work four or more consecutive calendar days, returning to work due to personal illness or injury must follow-up with BOH to obtain back to work status.
 2. Back to work status exams may be performed by a Registered Nurse, Advanced practice provider or physician when employee arrives with a "return to full duty" release from his/her private physician.
 3. Employees with modified duty requirements must be examined by an advanced practice provider or physician.
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Procedure

Review

Step	Action
1	Review medical clearance form for return to work status and date of return
2	Interview the employee for the following information: <ul style="list-style-type: none">• Reason for medical absence• Date patient went off of work• Date of significant event (surgery, E.D., hospitalization, etc.)• Date of follow-up with physician, physical therapy or counseling• List all medications patient is taking, update problem list to determine if drugs are appropriate on the job.• Assess ability to perform job (refer to patient's job description).• If appropriate to return to work, complete the Return to Work Status Report (RTWSR) and follow the distribution instructions.• If not released for work based on assessment:<ul style="list-style-type: none">○ Refer to BOHS medical provider for consultation/evaluation.<ul style="list-style-type: none">▪ Contact patient's supervisor and inform of work status.▪ Complete RTWSR and distribute as indicated.
3	Review Medical Record and update allergies, immunizations, medical problems, medications, and any other changes

Other Information

Documentation Return to Work Form
Return to Work Status Report
Progress note as needed

Keywords Return to work
RTW
Employee illness
Illness
Injury
