

THE GLENHAM FIRE DISTRICT STANDARD OPERATING GUIDELINE AND PROCEDURE	SUBJECT NO. GFD-43-15
DEPARTMENT: Glenham Fire Department SUBJECT: Medical /Maternity Leave Policy	
<u>CROSS-REFERENCE:</u> GFD-43-01 Organizational Statement & General Overview	

Original date of issue: 03/2018

Reviewed:	03/18	02/19	02/20				
Revised:	02/20						

Any active member may request to be placed on medical leave without giving just cause. Said member will submit a letter to the Chief of the Department who will advise the Board of Fire Commissioners. Medical leave shall be granted up to 1 year. If after 1 year said member is still unable to return to active duty the member may request to the Chief Officer or Board of Fire Commissioners in writing for an additional 30 days. If after consecutive thirteen-month period of medical leave and said member is still unable to return to active duty by written notice from a duly licensed doctor in the State of New York.

The member will be removed from the active rolls of the Glenham Fire District. The membership status will be determined by the individual and the Slater Chemical Fire Company.

If said member is able to return to active duty at a later time, said member shall change his/her status to active and complete a physical per district policy.

If at any time during the thirteen-month leave said member is able to return to active duty said member must provide written letter from a duly licensed doctor in the State of New York regardless of their status (interior, exterior, driver or fire police) to the Chief of the department.

Maternity leave shall be granted to any member who becomes pregnant. Said member shall submit a letter to the Chief of the department and the Chief will advise the Board of Fire Commissioners. Maternity leave shall be granted for up to twelve months.

Any member on Medical/Maternity leave may not participate at any firematic functions.

Any member on Medical / Maternity leave must complete required PESH and firematic training prior to returning to their original or new status.

REVISION HISTORY			
Rev	Description of Change	Author	Effective Date
1	Edited leave of absence time	David Dross Chief	02/15/2020
2	Added requirements needed when re-instated	David Dross Chief	02/15/2020