

S-21 - Injury Re-Evaluation Report

This form is used by the CEO in order to determine if the continuance of reasonable accommodations or changes to the employees job duties is feasible, employee replacement, or if an alternative solution must be addressed. The Property Supervisor will report the determination and procedural instruction to the manager.

If the *Attending Physicians Report*, form S-20 requires that the employee be re-evaluated, the employee must be given an *Injury Re-Evaluation Report*, form S-21, to be completed by his/her attending physician on the date specified by the physician on the *Attending Physicians Report*.

An *Injury Re-Evaluation Report* must be given to the employee each time he/she has a follow-up visit with his/her physician.

The employee must return the completed S-21 to the manager immediately following his/her doctors visit.

If the *Injury Re-Evaluation Report* indicates restriction, the employee must not be allowed to report to work until a determination, as stated above, is reached by the CEO.

Distribution:

Upon receipt of the S-21 from the employee, the manager must fax it to the CEO and Property Supervisor, send the original to the Payroll Administrator, and keep a copy for the manager's personnel file.