

# Notification of Medical Section Policies and Restrictions

Medical Section/ Human Resources Division/ Chicago Police Department

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Name

Star #

Employee #

Unit

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To ensure that all members adhere to established policies governing the use of the medical roll, you are hereby advised of the following:

- \* Upon placement on the medical roll, **ALL** members will be placed in either Stationary or Hospital Recuperation Category.
- \* When on Stationary Recuperation Category, you are required to notify an on-duty supervisor in your unit of assignment when leaving and returning to your residence.
- \* Members categorized as **Injury on Duty** will contact or cause the Medical Section to be contacted within 24 hours of placement upon the medical roll.
- \* Members categorized as **Non** Injury on Duty will report to the Medical Section for a fitness for duty evaluation on the second day of medical absence.

**Note:** Members unable to report in person due to illness/injury will telephone the Medical Section and report as soon as physically able to do so.

- \* Personnel in a Limited Duty status are **prohibited** from engaging in secondary employment which requires activities not permitted by the Limited Duty status.

## **FAILURE TO PROVIDE THE DEPARTMENT WITH YOUR CURRENT ADDRESS AND TELEPHONE NUMBER IS A VIOLATION OF THE RULES AND REGULATIONS.**

It is the responsibility of each member to review and become familiar with the Department Directives regarding:

- \* *Medical Policy*
- \* *Sworn Medical Roll - Injury on Duty Status*
- \* *Sworn Limited Duty Program*
- \* *Secondary Employment*

**Secondary employment is prohibited when a member is on the Medical Roll for any reason. Violation of this policy will result in discipline up to and including separation.**

The Department Directives listed can be found on the Chicago Police Department's Intranet Home Page under the **Department Directives System**.

Received: \_\_\_\_\_ Date: \_\_\_\_\_

Issued By: \_\_\_\_\_ Date/Time: \_\_\_\_\_