



## LAC LA BICHE COUNTY POLICY

TITLE: MODIFIED WORK PROGRAM POLICY	POLICY NO: CS-34-005
RESOLUTION: 12.617	EFFECTIVE DATE: OCTOBER 9, 2012
LEAD ROLE: SENIOR MANAGER, HUMAN RESOURCES	NEXT REVIEW DATE: OCTOBER 9, 2015
SPECIAL NOTES/CROSS REFERENCE:	AMENDMENT DATE: OCTOBER 9, 2012

### **POLICY STATEMENT:**

The purpose of the Modified Work Program is to provide a process for assisting employees who are temporarily unable to perform some or all of their regular job functions because of injury or illness to return to productive work in a safe and timely manner.

Lac La Biche County will make every reasonable effort to provide suitable (temporary) modified employment to any employee unable to perform their regular duties. This may include a modification of the employee’s original position, providing alternate duties, providing transitional work, or providing a training opportunity.

Only suitable work that is in accordance with the WCB Temporary Modified Work Programs Policy shall be considered for use in the modified work program.

Participants placed on modified work will be expected to provide feedback in order to improve the program.

All employees will be considered for placement in modified work, whether the injury or illness is work-related or non-work related.

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 “Original Signed”  
 Chief Administrative Officer

\_\_\_\_\_  
 October 22, 2012  
 Date

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 “Original Signed”  
 Mayor

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 October 23, 2012  
 Date