

**PENSION BOARD POLICIES  
FIREFIGHTERS & POLICE OFFICERS  
PENSION FUND OF THE CITY OF TAMPA**

Policy Number: 401
Policy: Medical Board Makeup and Duties
Eff. Date: 02/24/87 10/25/88 04/13/93 05/09/95 04/09/96 09/27/17
Ref: Board Minutes

**POLICY:**

An **Admission/Review Medical Board** and a **Disability Medical Board** shall be established for purposes of performing specific types of medical examinations and other medical related services required by the Board of Trustees. All Medical Board members must be in good standing in the State of Florida, or the state in which the evaluation is made, to perform the medical examination and services requested.

**Makeup and Duties of Admission/Review Medical Board**

The Admission/Review Medical Board shall consist of three (3) licensed physicians, to be selected by the Director of the Medical Board.

The Admission/Review Medical Board shall perform the following medical services:

Administer required post-offer pre-employment and pre-admission physical examinations to applicants for employment in accordance with the California Peace Officers Standards and Training (POST) guidelines for police officers, National Fire Protection Association (NFPA) 1581 guidelines for firefighters, American College of Occupational and Environmental Medicine (ACOEM) Guidelines, and other pertinent guidelines.

Perform return to duty assessment examinations as requested by the Board of Trustees.

Perform additional services as requested by the Board of Trustees.

The Admission/Review Medical Board shall have the authority to refer an individual to the Disability Medical Board for evaluation, subject to approval by the Board of Trustees.

**Makeup and Duties of Disability Medical Board (Initial and Reevaluation)**

The Disability Medical Board shall consist of three (3) licensed specialists in the related field of an individual's disability, recommended by the Director of the Medical Board and approved by the Board of Trustees.

The Director of the Medical Board shall not be an examining member of the Disability Medical Board (Initial or Reevaluation) but shall present the results of initial disability evaluations by the Disability Medical Board in person to the Board of Trustees.

The Disability Medical Board shall perform the following medical services:

Perform disability evaluations as requested by the Board of Trustees.

Perform re-evaluations of disability retirees to determine continued disability.

The Medical Director will be provided with the disability package also provided to the Board of Trustees by the pension office, and any additional information upon his request.

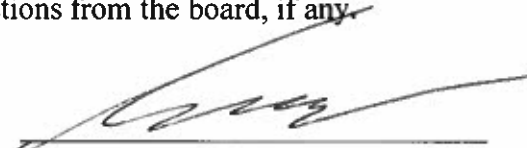
The Director of the Medical Board shall select three examining specialists (Disability Medical Board) to evaluate the applicant and submit their names to the Pension Board for approval. If the

specialists are approved, the Pension Office shall then schedule the applicant to be evaluated by the three independent specialists in the related disability field who have not previously examined the applicant. A cover letter and the applicant's medical records shall be forwarded to the three independent specialists.

The Disability Medical Board will be expected to examine disability retirement applicants and prepare a written medical report which shall be forwarded directly to the Director of the Medical Board and which shall include, but not be limited to:

- a. An outline of the patient's present physical complaints and medical findings.
- b. A statement as to whether the patient has reached maximum medical improvement or could be expected to significantly improve in the future through additional therapy, medical intervention, or surgical procedures. If additional intervention or procedures are recommended, address whether there are significant risks involved which would justify not performing them.
- c. A statement of the physician's knowledge of the physical activities that are required of the patient in his/her capacity as a police officer or firefighter.
- d. A statement as to whether the patient's described physical condition will preclude him/her from performing the "regular and continuous" duties of a police officer or firefighter, whether the patient has a permanent disability, and a statement outlining the reasons for the physician's conclusions.
- e. A statement by the physicians indicating whether they feel the present physical condition of the patient is due to an on the job injury or some other circumstance not related to the patient's occupation.
- f. A statement as to whether the physicians' conclusions are based solely on objective evidence.
- g. A statement as to whether there is some other treatment within reasonable medical probability that will restore the patient to regular and continuous duty. If yes, address the safety of this treatment.

Upon receipt of the medical reports from the Disability Medical Board, the Director of the Medical Board shall summarize the results of the evaluations in writing for the Pension Board and attend the disability hearing to respond to questions from the board, if any.



Chairman