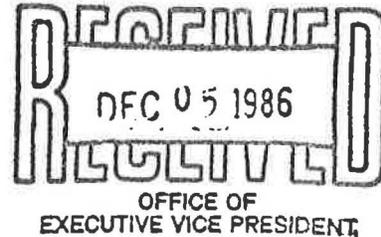




UNITED STATES POSTAL SERVICE
 Labor Relations Department
 475 L'Enfant Plaza, SW
 Washington, DC 20260-4100

December 4, 1986

Mr. William Burrus
 Executive Vice President
 American Postal Workers
 Union, AFL-CIO
 817 - 14th Street, N.W.
 Washington, DC 20005-3399



Dear Mr. Burrus:

This is a follow-up to my interim response regarding your letter of September 15 concerning the use of PS Form 2485, Medical Examination and Assessment, as it relates to fitness-for-duty examinations and drug testing.

As a matter of uniformity, I will repeat your specific questions and interpretations and then provide you with the Postal Service's position.

1. Is the completion of Form 2485 required in the referral of employees for fitness-for-duty examinations?

The union interprets Section 343.3 of the P-11 as requiring the completion of Form 2485.

USPS Position

Management can order fitness-for-duty examinations at any time (864.32 ELM). The request is made through the appropriate Human Resource function, and that function is then required to complete Section B of the Form 2485.

2. What postal official is authorized to sign Form 2485 requesting an examination by the medical officer?

The union interprets Section 343.3 of the Personnel Operations Handbook (P-11) as limiting such signature to that of the installation head.

USPS Position

The new Form 2485 dated February 1986 does not have a signature block (P-11, Section 343.3 requires a revision). As previously noted, the specific request for the fitness-for-duty is made by management and the Form 2485 is completed by the appropriate Human Resource function and forwarded to the medical unit along with other relevant information. After the examination, pages 1 and 6 of the Form are returned to the Human Resource function. Detailed medical information is kept in the medical unit. The Human Resource function will notify the appropriate management official who ordered the fitness-for-duty as to the results of the fitness-for-duty and employee limitations.

3. Is the employee who is referred for a fitness-for-duty examination entitled to be advised of the reasons for the examination?

The union interprets the provisions of Form 2485 as requiring the completion of Section B and, upon request, the employee is entitled to a copy of the Form indicating the reason for referral.

USPS Position

The employee is entitled to know the reason(s) for the fitness-for-duty examination.

4. Is the examining medical officer required to indicate in the report reasons why a specific test is required, and if so, is the employee entitled to a copy of the report?

The union believes that the employee is entitled to be advised why a specific test is performed during a fitness-for-duty examination.

USPS Position

The decision to require a specific test is a medical judgment, and therefore prudence on the part of the medical officer will dictate whether the employee/patient should be advised as to the purpose of the test.