

## **POLICY MEMORANDUM**

**No. III-56**

### **Modified Duty Policy**

The Missouri University of Science and Technology provides modified duty assignments to employees who have suffered injury/illness on the job. Such assignments will be customized for a period of up to ninety days to retain as many of the normal functions of a position as possible while allowing the employee to work within the restrictions as formally identified by the medical provider. Meaningful modified duty experience may require that some job duties and functions be performed outside routine responsibilities. Employees not on FMLA leave, who have been certified by a medical provider as capable of performing available modified duty but elect not to participate will be subject to termination.

Refer to Human Resources Services Web site <http://hr.mst.edu/benefits/main.html> for more details.

**EFFECTIVE DATE:** Immediately

**RESPONSIBILITY:** Vice Chancellors, Department Chairs, Directors, Environmental Health and Safety, and Human Resource Services

John F. Carney III  
Chancellor