



WEBER COUNTY SHERIFF'S OFFICE
POLICY AND PROCEDURES
TEMPORARY TRANSITIONAL DUTY

EFFECTIVE DATE: 05/13/08
 AMENDS/SUPERCEDES:
 STANDARD NUMBER: N/A

REVIEW DATE: 05/13/08
 REVISION DATE: 05/13/08
 APPROVED: _____
 Sheriff Signature

16.34.1 Purpose

To provide guidelines in granting temporary transitional duty to deputies who are unable to perform full peace officer duties as a result of a temporary disability.

16.34.2 Rationale

When the deputy has been off work due to any on-duty, or off duty injury, illness or disease it is the Office's intent to encourage a speedy return to work to the extent appropriate and practical.

16.34.3 Policy

To insure that all deputies are afforded the same opportunities for unbiased and nondiscriminatory temporary assignments. **All temporary transitional duty will be granted at the discretion of the Sheriff and/or Undersheriff.**

Deputies should understand that the Office is under no obligation to provide transitional duty for off-duty injuries but consideration will be given on a case by case basis.

- A. To provide a uniform procedure for determining those who qualify for transitional duty, assignments available to deputies, time limits associated with the assignment, and the procedures necessary to return deputies to full time peace officer status.
- B. It is the policy of the Sheriff's Office to allow peace officer status members to work in a temporary transitional assignment within the Support Services Division or any other appropriate administrative support position when the member is sick or injured and is unable to perform the essential functions of a peace officer. Recognizing that temporarily disabled members, when authorized by physicians or psychologists, can still contribute to the overall mission of the Office and may recover more quickly by being productive in the workplace, the Office encourages temporarily disabled members to apply for temporary transitional duty assignments when necessary.

- C. The assignments must not require peace officer authority AND members so assigned may not exercise peace officer authority or use Office vehicles or equipment associated with peace officer authority while performing temporary transitional duties.
- D. The Sheriff's Office WILL NOT give additional leave other than authorized by Weber County Policy, or authorize the donation of leave by members to supplement that of any member requiring time off due to injury, illness or disease.

16.34.4 Procedure

- A. When it is determined by a physician or psychologist that a sworn deputy is temporarily unable to perform the essential functions of a peace officer, the member will provide the Bureau Commander, as soon as possible, with written notification and documentation by the physician or psychologist of the employee's condition and any restrictions or limitations on work. Any prescribed drug therapy should be included in the documentation along with an expected date of return to full duty. All documentation will be forwarded to the Chief Deputy. The Office reserves the right to have an independent examination by a County designated physician.
- B. Shifts and assignments will be at the discretion of the Sheriff and/or Undersheriff or his/her designee.
- C. If the Sheriff/Undersheriff determines the member can be assigned temporary transitional duties the following rules will apply:
 - 1. The member may be assigned temporary transitional duty within the Sheriff's Office Support Services Division or other administrative support functions as appropriate.
 - 2. Temporary duties assigned must be necessary and essential, must serve the needs of the Office, and must be functions that do not require peace officer authority.
 - 3. A temporary transitional duty assignment is for a period not to exceed one hundred and eighty (180) calendar days, but may be extended at the discretion of the sheriff, for a specific injury, illness or disease, and will be evaluated on a weekly basis. If, at the end of the one hundred and eighty (180) day period a deputy is unable to return to full peace officer duty status, he/she will be required to revert to the appropriate leave benefits as specified by Weber County Policy.

4. While on temporary transitional duty status, the deputy will not exercise peace officer authority or use vehicles or equipment related to that authority. The deputy's assigned vehicle will remain parked at the Office and the deputy will be responsible for his/her own transportation until the deputy is released to full duty status.

- D. Return to duty.
Upon written notification from the members physician or psychologist that the member can perform as a peace officer in all essential functions, the member will be reassigned to his/her former duties unless it is determined that a fitness for duty evaluation should be completed. The Office reserves the right to have an independent examination by a County designated physician.