



Edmonton Catholic School District #7 expects regular and punctual attendance by all employees.

Definitions:

An **absence** is any period of time during which employees are away from regular duties.

An **extended medical absence** is one that is longer than 5 consecutive work days.


Return to Work—a notice issued by Employee Health Services after a medical absence of greater than 5 days. The most common will be full return to work with no restrictions.

Gradual return to work—either time restrictions and/or work restrictions:

Modified return to work—regular hours, but changes or limitations to work duties

Rehabilitative return to work—gradual returns to work following an extensive medical absence including Extended Disability Benefits (EDB) through the insurer.

Work Therapy—employee attends work to become re-oriented to the job and getting into the routine of work in preparation for a gradual, modified or rehabilitative return to work. Time and tasks are extensively modified. Employee remains on sick leave or EDB during work therapy.

Reference: School Act Section 111	Approved: 
	Date Approved: April 3, 2000
Cross-reference: AP 203	Date(s) Revised: June 12, 2002; December 7, 2005