



Ohio Administrative Code

Rule 123:1-9-03 Medical or psychological examination as a requirement for appointment to the classified service.

Effective: August 5, 2024

(A) Medical examination defined. For purposes of this rule, a "medical examination" is an evaluation by a licensed practitioner of an applicant's physiological or psychological condition as it relates to employment in the classification being considered.

(B) Licensed practitioner defined. For purposes of this rule, a "licensed practitioner" is a physician, psychiatrist, psychologist, or other appropriately licensed health professional such as a licensed professional clinical counselor or a licensed independent social worker who is licensed to perform the appropriate examination.

(C) Examinations for an entire classification. When the director of administrative services determines that medical or psychological qualifications are of special importance to a classification, candidates for that classification will have to pass a medical or psychological examination and be certified as qualified in such respect.

(1) Notice. The need for a medical or psychological examination will be published in the examination or vacancy announcement.

(2) Certificate. The applicant will furnish a certificate from a licensed practitioner who has personal knowledge, from either medical treatment or examination, as to the medical or psychological condition of the applicant as it relates to performance in the classification.

(D) Examinations established by appointing authority. When an appointing authority, with the approval of the director, determines that medical or psychological qualifications, not otherwise necessary for the classification, are of special importance for positions in classifications used by an appointing authority, applicants certified for appointment to or being considered for employment by the appointing authority will need to pass a medical or psychological examination. Such examination will be given by a licensed practitioner to be designated by the appointing authority. The cost of the examination will be paid by the appointing authority.



(E) Justification. Requirements for medical or psychological examinations will be justified with appropriate documentation. Each appointing authority is responsible for providing such justification to the director or designee.

(F) Use of examination results. Results of a medical or psychological examination will be supplied to the appointing authority and may be considered only after a conditional job offer is made to the individual. The examination results will be the last factor evaluated by the appointing authority before reaching a final decision to make an offer of employment. The use of medical or psychological examination results will be in accordance with any applicable state and/or federal law and state policy.

(G) Disclosure to employee. Disclosure of any reports prepared by the examining practitioner is subject to section 1347.08 of the Revised Code.