

MAUI COUNTY POLICE DEPARTMENT

**GENERAL ORDERS**  
**CHAPTER 202**  
**PERSONNEL**

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Effective date: 10/01/19

Revision date: 9/24/19

Rescinds: GO 202.13 (6/26/12)

New materials underscored

Accreditation Standards:

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**ANNUAL PHYSICAL EXAMINATIONS**  
**G.O. 202.13**

I. PURPOSE

To establish departmental procedures for all sworn officers pertaining to their annual physical examinations.

II. POLICY

- A. All sworn officers shall have their annual physical examinations taken during the month of their birthday.
1. Completed reports and scheduling of annual examinations shall use the fiscal calendar year (July 1 to June 30).
- B. Each officer shall be responsible for arranging his/her own appointments for pre-laboratory tests and physical examination.
1. Officers shall arrange appointments compatible with the doctor's scheduled office hours.
- C. All attempts shall be made to schedule approved annual physicals during the officer's work hours.
- D. Appointments that can only be scheduled during off-duty hours must be approved by the element commander.
1. Officers shall be credited with the greater of a minimum of three (3) hours straight time pay, or overtime for actual hours of work, calculated from the time the employee leaves the employee's home until the employee returns home from work.
- E. Officers shall notify their element commander if they are unable to schedule their physical examinations during the month of their birthday and shall include an alternative appointment date for the physical examination.
- F. Each element commander shall be provided with a listing of birth dates of all sworn

officers under their command by Administrative Services.

- G. Supervisors shall advise personnel in their direct line of supervision of their pending examinations at least one week before the first of each month.

III. EXAMINING PHYSICIANS

- A. Officers may arrange their physical examinations at the most convenient office with the following locations.

1. District I, IV, and VI

Maui Medical Group (Wailuku Office)  
2180 Main Street  
Wailuku, HI 96793  
(808) 242-6464

Maui Medical Group (Pukalani Office)  
55 Pukalani Street  
Pukalani, HI 96788  
(808) 573-6200

Maui Medical Group (Lahaina Office)  
130 Prison Street  
Lahaina, HI 96761  
(808) 661-0051

Maui Medical Group (Kihei Office)  
2349 South Kihei Road, Unit 2  
Kihei, HI 96753  
(808) 248-8294

2. District III – Hana

Hana Health Clinic  
4590 Hana Highway  
Hana, HI 96713  
(808) 248-8294

3. District II – Lanai

Lanai Community Health Center  
333 Sixth Street  
Lanai City, HI 96763  
(808) 565-6919

4. District V – Molokai

Molokai Family Health Center  
39 Ala Malama Street  
Kaunakakai, HI 96748  
(808) 553-5353

- B. The physical examinations will be conducted at no cost to the employee except when the physician or qualified health care professional recommends additional tests outside the scope of the physical examination. The officer shall then be referred to his/her private physician and medical plan to cover the additional cost.
- C. The release of information to the employer (Maui Police Department, County of Maui) shall be within HIPAA (Health Insurance Portability and Accountability Act of 1996) and ADA (Americans with Disabilities Act) established guidelines. Information released to the Maui Police Department will be only the information that has been requested by the Department for the annual physical.

IV. HEALTH ISSUES AFFECTING WORK PERFORMANCE

- A. Whenever an officer becomes aware of possible medical issues or some other medical condition that might affect his/her work performance, they are encouraged to report this condition to the physician or qualified health care professional designated by the County during the annual physical.
- B. Recommendations by the physician or qualified health care professional are supported by the Department to improve the health and well-being of the officer.
  - 1. Recommendations are not used to identify employees with disabilities who are otherwise able to perform their assigned duties, with or without reasonable accommodation.
- C. Officers at any time may voluntarily notify the Chief of Police if they believe their health issues may prevent them from serving in a full-duty capacity. Officer may be placed on light-duty status and shall work with the Department to develop a plan of action for the employee to return to full-duty status if possible.
- D. Unrelated health issues that are a result of injuries received while in the line of duty shall be reported to the officer's immediate supervisor. The supervisor shall then investigate the report following the current County of Maui policy for injuries received on the job for possible future worker's compensation claims made by the officer.

  
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Chief of Police