



Work-related injuries are a significant cost to employers, insurance companies and the injured worker. We believe that the least costly injury for all parties is the one that never happens.

**THE APPROACH TO PREVENTING INJURIES FALLS INTO THREE MAJOR CATEGORIES:**

1. Select the appropriate worker for the job.
2. Design the job to fit the worker.
3. Teach the worker the correct job function.

**Post-Offer Employment Testing (POET)** focuses on the first category: select the right person for the job. It is important to recognize that the earliest opportunity to affect future claim costs is during the employment application process. POETs have also been called Physical Abilities Testing, Pre-placement Testing, Physical Demands Testing and Worker Selection Testing.

The goal of employment testing is to hire individuals physically capable of doing the job; however, in the past, employment decisions have been based on medical conditions and stereotypes including age, gender and “healthy” appearance, among others. Medical conditions including back arthritis or degeneration identified on X-ray, high blood pressure and disability or disease are not good indicators of the candidate’s ability to do the physical tasks of the job and no longer permitted under ADA/EOC.

**POET COMPONENTS:**

- » Medical history
- » Musculoskeletal screen
- » Physical demands test

- » Job-specific test
- » Postural and positional tolerance test
- » Tests are validated and thoroughly documented
- » Tests are EEOC and ADA compliant and legally defensible

**WHAT ARE THE EMPLOYER’S NEEDS WHEN HIRING?**

- » To comply with all federal legislation
- » To hire healthy and productive workers
- » To ensure workers are placed in jobs they are capable of performing
- » To reduce injuries and associated costs

**SINCE THE RESULTS OF FUNCTIONAL TESTS CAN BE USED IN THE HIRING DECISION, CERTAIN LEGAL STANDARDS AND LAWS MUST BE CONSIDERED WHEN SETTING UP A POET PROGRAM:**

- » **Uniform Guidelines of Employee Selection Procedures:** Applies to tests and other selection procedures which are used as a basis for any employment decision. Employment decisions include: hiring, promotion, demotion, membership, referral, retention, licensing certification and more. The use of any selection procedure that has an adverse impact on the hiring, promotion, or other employment opportunities of members of any sex, age or ethnic group will be considered to be discriminatory unless it has been validated.
- » **Title VII – Civil Rights Act of 1964:** Applies to tests and other selection procedures which are used as a basis for any employment decision.
- » **Age Discrimination in Employment Act (1967):** Protection for otherwise qualified individuals over 40 years old.
- » **Americans with Disabilities Act – (1990):** Protection for otherwise qualified individuals with disabilities.

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