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Effective Date: July 1997	Revision Date: June 2020
Amends/Supercedes: 400.150/July 2007	Approved by: Chief Kevin Higdon
Meets Accreditation Standard:	

Section 500.40 Light Duty

Policy

- It is the policy of the Shively Police Department that in circumstances where an officer is unable to perform the full duties of a sworn police officer, but is able to perform other duties in accordance with restrictions stated by an authorized treating physician, that officers may be placed on light duty status.
- Light duty status allows the officer, who has been injured in the line of duty, to return to work at less than full duty while recovering.

Definition

"Light Duty" is the status of an officer when assigned to functions not requiring the exercise of some sworn police powers and which are not physically rigorous. Light duty shall include non-disciplinary limitation of police powers until the officer is again able to perform the full duties of a sworn officer.

Criteria for light duty status

An officer will be placed on light duty whenever it has been determined by an authorized treating physician that the officer cannot safely perform the full duties of their job function due to medical or physical reasons.

Duties that are limited may include the following:

- The ability to affect a forceful arrest.
- The ability to safely operate a firearm.
- The ability to drive a vehicle.

Restriction of Police Powers

Light duty shall include a restriction of the officer's police powers, which include the following.

- The officer will observe and report any activity normally requiring police response, but he/she is prohibited from taking any self-initiated action.
- Any assigned vehicle may be turned into the platoon commander.
- The officer will not wear a uniform.
- The officer will retain his/her badge, service weapon and police identification.

Returning Full Duty

When an authorized treating physician determines that an officer is able to return to full duty assignment, he/she will provide a medical release with the date of clearance to return to work without restrictions.

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Conditions justifying assignment to light duty

In the event of any doubt or disagreement concerning whether light duty is warranted, the Chief of Police may place the officer on light duty pending resolution of the issue and will, in any event, immediately proceed to obtain a medical opinion. (A medical opinion will be sought concerning any officer who is pregnant.)

Although due considerations will be given to any such medical opinion, the Chief of Police will, at all times, retain the sole discretion to determine the necessity or appropriateness of light duty assignment.

The decision to assign an officer to light duty and/or limit the officer's police powers, shall be considered non-disciplinary in nature, and will not reflect adversely on the employee personnel record.

Modified Duties

The modified duties are listed below. These duties can be done in a sedentary manner while sitting, standing or walking. Personnel assigned to these modified duties will be allowed to adjust their positioning and take necessary breaks as they feel necessary. Employees assigned to light duty will maintain their assigned shift and off days to ensure the continuity and comradery of their assigned shift. Sworn personnel assigned to light duty may be required to do all or some of the following:

1. Preview policies and current practices. Provide/document professional recommendations for discussion with immediate supervisor(s) on an on-going basis.
2. Pulling/Reviewing statistics on the computer looking for "hot spots" throughout the community and making a list of specific areas.
3. Develop and continuously review areas for targeted patrols.
4. Review/document list of "wanted persons" and "most needed to pick up" throughout the community.
5. Draft/update/document list of registered sex offenders in the area.
6. Review "Pass on Log" for each shift, participate in review/update of Pass on List at the beginning/end of each shift.
7. Inventory equipment.
8. Meeting with and speaking to civic groups, block watches etc.
9. Field questions and take reports from walk-in and/or call-in citizens.

These are duties are typically performed when others have time, there are no personnel specifically assigned to these duties. The performance of these duties by recovering sworn personnel would aid the department and give the employee a sense of participation in the overall departmental goals.