



**State Personnel Board**  
**Medical and Physical Examination Program (MAPEP) Rules**  
Georgia Department of Administrative Services

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**478-4-.02 General Provisions.**

(1) ***Applicability:***

No prospective employee who is otherwise qualified shall be employed on and after July 1, 1996, in any capacity by the state or any department or agency thereof, unless the person has completed certification or is certified by a qualified medical practitioner as meeting the standards of medical and physical fitness as established by the Board.

(2) ***Records:***

All medical information that is completed or collected in any form about a prospective employee under the Medical and Physical Examination Program shall be confidential and retained separately from other personnel records of the employee.

(3) ***Prospective Employee's Responsibility:***

A prospective employee may choose to use a medical practitioner other than a State Physician to complete the Limited or Full Physical Examination. The prospective employee shall cause the physical examination report to be forwarded to a State Physician to determine if the appropriate standards of physical fitness have been met.

(4) ***Completion of the Physical Examination and Certification:***

The prospective employee shall complete the self-assessment or the Limited or Full Physical Examination prior to the effective date of employment. The employing department shall require the prospective employee who chooses to use a medical practitioner other than a State Physician to submit the Limited or Full Physical Examination assessment to the employing department prior to the date the employee reports to work. The employing department and the Commissioner shall provide for performance requirements that stipulate that a State Physician shall complete the assessment and decision no later than the fortieth day following receipt of the Physical Examination report or conducting the Limited or Full Physical Examination.

Authority: O.C.G.A. Secs. 45-2-40, 45-2-41, 45-2-42, 45-2-43, 45-2-44, 45-2-45