

# JACKSONVILLE POLICE DEPARTMENT

Policy: 4-8  
Effective: 01-01-09  
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## LIGHT OR MODIFIED DUTY

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**PURPOSE:** For the potential use with employees who are on leave due to occupational injury or illness and, when possible, could permit employees suffering from some non-duty injuries or illness to qualify for light duty or modified assignment until full recovery takes place.

**POLICY:** It is the policy of the Jacksonville Police Department to assist employees who have suffered injury or illness on-duty, and non-duty related injuries or illnesses, which has rendered them temporarily unable to perform all of the duties of their position by providing them light or modified duty assignments.

### DEFINITIONS:

- I. **ESSENTIAL FUNCTIONS:** the fundamental duties and responsibilities of a position as stated in the job description, duties, or tasks fundamental to the performance of a particular assignment or position.
- II. **LIGHT DUTY:** work assigned during recovery from temporary work restrictions that prevent employees from performing one (1) or more essential functions of their job.
- III. **MODIFIED DUTY:** the modification, elimination, or reassignment of one (1) or more of the non-essential function(s) of the employee's job assignment that enables the employee to fulfill the fundamental responsibilities of his assignment.
- IV. **LIGHT DUTY OPPORTUNITIES:** opportunities for temporary work in any division that has been approved by the Chief of Police and may be suitable for an employee with temporary work restrictions.
- V. **MODIFIED DUTY OPPORTUNITIES:** opportunities that are only available when an employee's assignment can be modified to accommodate the temporary disability, and the employee is still able to substantially fulfill the responsibility of the assignment.
- VI. **LIGHT OR MODIFIED DUTY ASSIGNMENTS:** an assignment to a temporary light duty opportunity or temporary modified duty opportunity.
- VII. **ON-DUTY INJURY OR ILLNESS:** any injury or illness which results from working conditions that occurs within the scope of an employee's tour of duty.
- VIII. **OFF-DUTY INJURY OR ILLNESS:** any injury or illness that does not result from a working condition and does not occur within the employee's tour of duty.
- IX. **TEMPORARY SUPERVISOR:** the Supervisor the employee is assigned to during the period of light/modified duty.