

Dear \_\_\_\_\_,

I trust this letter finds you well. I am writing to inform you that

\_\_\_\_\_ has been under my care for medical reasons. After a thorough examination, my professional recommendation is that \_\_\_\_\_ be placed under work restrictions.

	<b>Employee Details:</b>
Name:	
Date of Birth:	
Position/Department:	
Medical Condition:	

	<b>Work Restriction Details:</b>
Work Hours:	
Physical Limitations:	
Workspace Modifications:	
Task Restrictions:	

**Duration of Work Restriction:**

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**Follow-up Appointments:**

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**Communication and Confidentiality:**

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Thank you for your understanding and cooperation.

Sincerely,