

## Sample Letter to Treating Physician

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Dear \_\_\_\_\_ :

\_\_\_\_\_ is employed by

\_\_\_\_\_ as a

\_\_\_\_\_ .  
He/she was injured on \_\_\_\_\_ .

\_\_\_\_\_ has a Return to Work Program that is designed to safely return our injured employees to work as soon as possible.

If \_\_\_\_\_ is unable to return to work in his/her original position and capacity, we will make every effort to provide modified or alternative work for him/her. Enclosed you will find a copy of \_\_\_\_\_

job description, and a work-related injury/illness report. Please fill out the work-related injury/illness report so we will have a better understanding of \_\_\_\_\_

\_\_\_\_\_ work restrictions. We will ensure that any modified or alternative positions meet all of your prescribed medical restrictions. Please fax the work-related injury/ illness report back to our office at \_\_\_\_\_ .

Please contact me if you have any questions at \_\_\_\_\_ .

We appreciate your participation in our efforts to return our employees to a safe, productive workplace.

Sincerely,

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**Disclaimer.** This material is not intended, nor shall be construed or relied upon, as specific legal advice. All safety programs and policies, including this policy, should be reviewed by your legal counsel and/or risk management staff. As with other employment-related policies, it is important to work with experienced employment law counsel to develop a policy that is appropriate for your company and your company's state(s) of operation.