[Your company]

FREE TEMPLATE

Return-to-work form

Return to work

Name	[name]
First day off	[date]
First day back	[date]
Held on	[date]
Held by	[name]

Outcome

☐ Back to normal duties
☐ A phased return
☐ Adjustments agreed
☐ Referred to occupational health

Health notes

For example: no lifting for four weeks. Health detail: only people who can see health details see it.

Notes	_____

A free template from KivoHR. Check it against your own contracts and policies before you use it: it is not legal advice.