**Sample Return to Work Letter**

Date:

Employer:

Our patient: , has asked us to provide a letter to excuse the patient from work and clarify when he or she may return, as the patient is either ill or caring for a sick family member. Unfortunately, as we work to manage the COVID-19 pandemic and perform the critical work of caring for those impacted by the virus, **we will not be able to provide letters or documentation regarding return-to-work status for employees.**

If your employee has been out of work with symptoms of COVID-19 infection, we provide the following recommendations, which are in accordance with current CDC guidelines as of the date of this letter:

Any person who has tested positive for COVID-19 **OR** develops symptoms concerning for COVID-19 infection should remain in isolation and stay home from work until:

* There is no fever for at least 72 hours (without the use of any medication that reduces fevers)  
  **AND**
* Other symptoms have improved   
  **AND**
* At least **7 days** have passed since symptoms first appeared

A reminder of symptoms typical during COVID-19 infection:

* Fever (most common symptom but may not appear until several days into the illness)
* Dry Cough
* Body aches
* Fatigue
* Headaches
* Shortness of Breath
* Sore Throat

Please visit the CDC for more self-care isolation information: <https://cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

Up to date information regarding CDC recommendations for patients and employers can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

In addition, please recognize that many areas of the United States have widespread community transmission. [Name of organization], as well as many other healthcare organizations and state and local health departments, does not have capacity to test everyone and is restricting testing to hospitalized patients or emergency service workers.

Thank you for your understanding during this difficult time.