

Tip:

Patients, show this sample letter to your doctor if you need them to explain to your employer why you should stay away from your workplace. The doctor should place it on their letterhead and tailor the bracketed information to fit your situation.

Sample doctor's letter to patient's employer

[Date]

To Whom It May Concern

Re: [Patient name]

Dear Sir or Madam,

I am writing to you today concerning my patient, [Mr. John Doe], who is an immunocompromised kidney transplant recipient. I am a [Specialty, e.g. Nephrologist] at [Hospital or Practice Name]. [Mr. Doe] asked that I communicate with you about [his/her] unique health risks during this coronavirus (COVID-19) pandemic and what you can do to help.

With the rapidly increasing number of cases of COVID-19, we are very worried about the risk to transplant recipients, who are highly vulnerable to infections because of the powerful immunosuppressive medications that they must take for life to prevent rejection of their transplant. Such patients are more likely to experience severe illness if they acquire COVID-19.

We are encouraging our patients to explore ways to reduce their risk, including tele-working and/or temporary leave. This will help avoid potential exposures in the workplace.

We are strongly recommending that [Mr. Doe] avoid going in to work for at least [time period]. We appreciate anything you can do to support [Mr. Doe] in this regard. Thank you for considering this request; our entire Transplant Team appreciates it!

Sincerely yours,

[Doctor's printed name, credentials, title, etc.]