

## **Return to Work Form**

An important aspect of our company's Return-to-Work program is returning an employee to work as soon as medically able after a medical leave of absences. Please provide the following information so that we can best determine the physical limitations of the employee, and if necessary, place the employee in a suitable temporary modified job.

Athelas Institute, Inc	Contact Person Tisha Mathes, HRM				
Employer Address 9104 Red Branch Road	City <b>Columbia</b>		State <b>Maryland</b>	Zip Code <b>21045</b>	
Employer Phone <b>(410) 964-1241</b>					
Name of employee	Employee's Social Security Number				
Employees Phone ( ) -	Effective date of leave		Reason for Medical Leave		
Job Title	Department				
Please complete the following information and fax to 410-992-9989					
Physician's Evaluation					
Worker is released to:					
full duty without limitations	effective (date) / /				
modified duty	from (date)	/ /	through (date)	/ /	
specify limitations					
modified hours	hours from (date)		through (date)		
Hours:	1 2	3 4	5 6	7 8	
Other functional limitations or mod	ifications necessary	in worker's empl	oyment:		
Physician Signature	Date / /				
Physician Name	Physician's Phone Number  ( ) -				
Physician's Address	City		State	Zip Code	