

9 January 2024

Pushing back on inappropriate workload - template letter to patients requesting sick notes.

Dear x,

You have requested a sick note for an episode of care after either a hospital inpatient or a hospital outpatient appointment. It is a statutory requirement that the doctor in charge of that episode of care offers a sick note to their patients, rather than expecting patients to make a separate appointment to see their GP simply for this purpose. The sick note should cover an appropriate period, that is, until the patient is expected to be fit for work or until further clinical review will be required.

You will be aware that general practice is under unprecedented pressure, and therefore we are unable to carry out your request, since this would detract from our ability to provide core contracted services to our patients.

Please contact the hospital team so they can assist you with your request.

Yours sincerely,

<<Insert signature>>

<<Print Name>>

<<Practice Name>>