

Casual Medical Leave Notification Email

Subject: Medical Leave for [Patient Name]

Hi [Employer/School Name],

This is to inform you that [Patient Name] requires a medical leave starting [Start Date] through [End Date] due to health reasons. We kindly request your cooperation in allowing [him/her/them] the necessary time to recuperate.

Thank you for your understanding.

Regards,

[Doctor Name]

[Clinic/Hospital Name]

[Contact Information]

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