



LEAVE OF ABSENCE – MEDICAL RELEASE

Employee: You must provide a medical release if you were on a full or reduced work schedule leave for your own condition before you may return to work. If you gave birth, a medical release is required only if you plan to return to work in less than the standard 6 (or 8) weeks. A medical release is never required for intermittent leaves or any leave to care for a family member.

Instructions: Please enter your name, employee ID number, and the date you intend to return to work. Once the health care provider has completed the release, submit this form to HR Leave Administration as soon as possible so you may be approved to return to work. If you have any questions, contact your Leave Specialist at 407-823-2771.

Employee: _____ UCF ID#: _____
Print Name UCF ID # (not NID)

Intend to return to work on: _____
Date

Health Care Provider Instructions: Please complete all fields and checkboxes below. If the employee has any restrictions, please provide specific details and duration of those restrictions.

- The employee may return to work with no restrictions on _____ (date).
The employee may return to work on _____ (date) through _____ (date).
with the following restrictions: _____

Additional comments: _____

Print Name of Health Care Provider Signature of Health Care Provider

Date Signed Type of Practice License Number

Print Health Care Provider Address Telephone Number

Forms may be submitted confidentially via fax (407-882-9023) or email (LOAandWorkComp@ucf.edu).
Forms should not be submitted to the employee's department.