

REQUEST FOR FAMILY OR MEDICAL LEAVE

Employee Notification

Request for Family or Medical Leave must be made in writing, if practical, at least 30 days prior to the date the requested leave is to begin.

Name PATRICIA NELSON Date 5-8-14

School BROOKS MIDDLE SCHOOL Position FOOD SERVICE

I request a family or medical leave for one or more of the following reasons. I understand that a physician's certification and all required information must be submitted before this request is processed.

Because of the birth of my child, or because of the placement of a child with me for adoption or foster care.

In order to care for my spouse/child/parent who has a serious health condition.

For a serious health condition that makes me unable to perform my job. THIS CONDITION IS IS NOT WORK RELATED.

Requested intermittent or reduced leave scheduled _____

Leave to start 5/5/14 Expected return date 6/2/14

- I would like to use my sick/personal days
- I would not like to use my sick/personal days
- Original request for leave
- Request for extended leave

Employee Signature Patricia Nelson Date 5-8-14

LEAVE APPROVAL

Principal/Designee Signature Rat J 320 Date 5/9/14

Superintendent Signature A. S. A. Date 5/9/14

Board Secretary Signature _____ Date _____

Board President Signature _____ Date _____

Sick Days - 50



Blue Island Family Health Center

Access Blue Island Family Health Center
13000 Maple Ave.
Blue Island IL 60406-2318
Office: 708-385-6100
Fax: 708-385-2051

May 5, 2014

Patient: **Patricia Nelson**
Date of Birth: **5/9/1953**
Date of Visit: **5/5/2014**

Access Community Health Network

Administrative Offices
600 W Fulton Street, Suite 200
Chicago, IL 60661

Denise Kitchen
President, Board of Directors

Donna Thompson
Chief Executive Officer

accesscommunityhealth.net


To Whom it May Concern:

Patricia Nelson was seen in my clinic on 5/5/2014. She may return to work on 6/2/2014

The above patient is currently followed up with scheduled tests .

If you have any questions or concerns, please don't hesitate to call.

Sincerely,


Solomom Okai, MD