A copy of this form in Word or PDF format is available on our website www.alexandrasurgery.com

REQUEST FOR MEDICAL CERTIFICATE (SICK NOTE)

(for purposes of Social security, Statutory sick pay, Absence from school or Fitness for work/school)

Do I need a Medical Certificate?

- If you are working and you were off sick, for the **first 7 days** you can self-certify. Please fill in an **SC2 form**. You may ask for one free of charge at our reception, or download a copy from the surgery website www.alexandrasurgery.com
- If you were off sick for more than 7 days, you will need both a self-certificate (SC2) and a medical certificate. Please fill in the form below.

Do I need to see the GP?

- If you have a long term medical condition and wish the doctors to issue an ongoing certificate, please fill in the form below. The doctor may call you to clarify your condition, please provide a telephone number where you can be easily contacted.
- If you have not seen or spoken to your GP or attended a hospital during your sickness, you cannot receive a NHS medical certificate. You may request a Private medical certificate, which can be used for absences from work/school. There is a charge of £15.00, please pay in cash together with your request.

PLEASE COMPLETE ALL THE DETAILS BELOW

Surname (BLOCK CAPITALS please):	First names:
Date of birth:	Telephone no: (essential)
E-mail: (optional) ❑ I agree to be contacted by the surgery via email or text messages [9NdP]	
Type of medical certificate requested: ❑ NHS medical certificate ❑ Private medical certificate	
Dates for certification: From:	To:
Brief details about your sickness:	
Signature	Date:
For office use only Rev.2016-05-09	