**Return to work interview**

The purpose of the return to work interview is:

* To assist in the identification of how to help your return to work and to help prevent similar illness reoccurring;
* To update you on developments in your absence and any effect that has on your work.

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| --- | --- |
| Date |  |
| Interviewee |  |
| Interviewer |  |
| Date(s) of absence |  |
| Total number of sick days in past 12 months |  |
| Were procedures for notification followed? |  |
| Was a doctors’ note provided – if required? |  |

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| What was the reason for your absence. How are you feeling now? |
|  |
| Was your illness work related? |
|  |
| What, if anything, do you feel MPC can do to assist your return to work or in the future? |
|  |
| Update on developments at work during the period of absence |
|  |
| Any other points to discuss? |
|  |

Interviewee: ………………………………………….. Date: ……………………………..

Interviewer: ………………………………………….. Date: ……………………………..