# AUTHORITY TO DOCTOR TEMPLATE

This template policy is intended to assist member businesses develop their own workplace policy. The following information should be used as a guide only. Any wording changes, other than those to insert a business name, may change the context, meaning or purpose of the policy. We recommend you receive advice from the Victorian Chamber of Commerce and Industry prior to making such changes.

## Contacting the Victorian Chamber of Commerce and Industry

The Victorian Chamber’s team of experienced workplace relations advisors can assist members with a range of employment, human resources and industrial relations issues.

Our experienced workplace relations consultants can also provide assistance to both members and non-members on a range of more complex matters for a fee-for-service. The consultants can, among other things, provide training to employees, conduct investigations and provide representation at proceedings at the Fair Work Commission.

For assistance or more information, please contact the Workplace Relations Advice Line on (03) 8662 5222.

Disclaimer

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[DATE OF LETTER]

PRIVATE AND CONFIDENTIAL

[DOCTOR NAME]

[DOCTOR ADDRESS]

Authority to Doctor

**I,**  [EMPLOYEE NAME] authorise you to provide a medical report to my employer, [LONG EMPLOYER NAME] concerning my current medical status and answering the questions posed by my employer.

I authorise you to discussed my medical history as it relates to questions which my employer has arising from the medical report which you prepare.

Sincerely,

[EMPLOYEE NAME]