

Reasonable Accommodation

What information is required in the medical note ?

There are four required elements in a reasonable accommodation medical note:

1. Date the note was prepared or signed by the medical provider;
2. Medical provider's name and credentials;
3. A statement that the patient has a physical or mental disability that limits a major life activity; and
4. A list of the patient's physical or mental **restrictions** and/or **limitations** related to the essential functions of their job and the **duration** of restrictions. Include the restrictions' begin and end dates. Alternatively, specify if the restriction is permanent or the end date is unknown. The medical note does **not** need to disclose a medical condition, disability, or diagnosis.

Examples:

- Lift/push/pull no more than 20 lbs
- Minimize exposure to noise
- Limit standing to 50 minutes every work hour

Although a medical provider may suggest **accommodations** (e.g., provide patient with a sit/stand desk; rest breaks; telework, etc.), these are **not** the patient's physical or mental restrictions or limitations. Please ensure the medical note provides the four **required** elements listed above. The employer will determine any accommodation through interactive meetings with the employee.