

Date: [Date]

To: [Supervisor Name or HR Department]

Company: [Healthcare Facility Name]

From: [Employee Name]

Subject: Return to Work with Accommodations Request

Dear [Recipient Name],

I am writing to formally request a reasonable accommodation for my return to work as a Phlebotomist, effective [Date]. Based on the recommendations of my healthcare provider, I am cleared to return to duty with a specific physical restriction regarding prolonged standing.

To perform my essential job functions effectively while following medical guidance, I am requesting the use of an **adjustable-height medical stool or ergonomic seating** during blood draws and patient processing. This accommodation will allow me to maintain the necessary precision for venipuncture while reducing physical strain.

The requested seating should have the following features:

- Adjustable height to accommodate various patient chair levels.
- Swivel capability for easy movement between the patient and the supply cart.
- Wheels/casters for mobility within the draw station.

I have attached a supporting letter from my doctor detailing the medical necessity of this accommodation and the expected duration of this requirement. I am confident that with this adjustment, I can perform all the duties of my position safely and efficiently.

I am available to discuss this request further and look forward to your positive response so that I may resume my duties on [Date].

Sincerely,

[Employee Signature]

[Employee Printed Name]

[Employee ID Number]