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Upton Surgery, Tunnel Hill, Upton-upon-Severn, Worcestershire, WR8 0QL.  
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Dear Sir / Madam,

A member of your staff has requested a sick note for absence from work for a period of less than eight days. We would remind you that General Practitioners are obliged to issue certificates, for Social Security purposes only, for episodes of illness lasting eight days or more. For periods of illness of between four and eight days it is for the patient to sign a self-certification note, which you provide.

We are not obliged, or willing to, issue sick notes for short periods of illness. There are two reasons for this:

1. It is not an appropriate use of our time, when most short-term illnesses do not require treatment from a doctor.
2. Many short-term illnesses, such as colds and 'flu are infectious. The best place for such patients is at home with simple remedies. The last place they should be is in our Surgery spreading infection to other patients (who might be at serious risk because of other conditions) and to our staff and ourselves. To have to come to Surgery simply to obtain a sick note is not in anybody's interest.

If you have a reason to think that a particular employee is taking excessive time off for minor illnesses and wish to have a report on their general health, then, with the employee's written consent, we would be willing to provide a medical report. A fee would be charged for this according to the British Medical Association guidelines.