CITY OF NEWPORT NEWS
DEPARTMENT OF HUMAN RESOURCES
700 Town Center Drive, Suite 200
Newport News, VA 23606
Telephone: 757-926-1800 Fax: 757-926-1842

REQUEST FOR FITNESS-FOR-DUTY MEDICAL EVALUATION

PLEASE COMPLETE THE FOLLOWING:

Date	Time	Facility

Employee's Name	Employee ID#

Department	Job Position

DETAILED REASON(S) FOR REQUESTING FITNESS-FOR DUTY EVALUATION:

Supervisor's Name	Telephone No.

Supervisor's Signature	Date

Approved By:

Human Resources Representative	Telephone No.	Date

PHYSICIAN/LOCATION FOR APPOINTMENT	DATE/TIME