

PEMBROKE REGIONAL HOSPITAL

MEMO

TO: All Employees

FROM: Sandra Griffiths,
Abilities Management Coordinator

DATE: December 20, 2023

SUBJECT: Medical Certificate of Disability for
Statutory Holidays

This is a reminder to all employees that the Hospital will require a Medical Certificate of Disability for Illnesses of one or more days from employees who call in sick for shifts scheduled adjacent to and during the Designated Holidays. Of significance, is the upcoming Christmas, Boxing Day and New Year's Day holidays.

Since Christmas Day, Boxing Day and New Year's Day fall during the week, the designated statutory holidays are scheduled for December 25th, 26th and January 1st.

The **Medical Certificate of Disability form** is available on the Hospital Intranet under Forms.

If you have any questions or concerns about this initiative please do not hesitate to contact the Abilities Management Coordinator, Sandra Griffiths (sandra.griffiths@prh.email ext. 7214).

Thank you for your attention to this matter and your continued commitment to upholding the mission, vision and values of the Hospital.

Wishing everyone a safe and happy holiday season!