

eMed3 fit note Quick Reference Guide

Section A: How to search for the form.

1. Select patient from the tracking board.
2. Click 'Enter Document'
3. Search for Sick/Fit Note/eMed3, click 'Open'.

FITNESS TO WORK ASSESSMENT

Statement of Fitness for Work for Social Security or Statutory Sick Pay

I assessed your case on and because of the following condition(s)

Please select required option Coded Condition Free text Condition

<div style="border: 1px solid #ccc; padding: 2px;"> Condition Asthma, shortness of breath </div>	<div style="border: 1px solid #ccc; padding: 2px; background-color: #e0e0e0;"> Health Issues (Use Existing) </div>	<div style="border: 1px solid #ccc; padding: 2px; background-color: #e0e0e0;"> Health Issues (Add New) </div>
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I advise you that: you are not fit for work
 you may be fit for work taking account of the following advice

Comments, Including functional effects of your condition(s)
 Shortness of breath, cough and wheezing

This will be the case for <input type="text" value="2"/>	<input checked="" type="radio"/> Days <input type="radio"/> Weeks <input type="radio"/> Months
or from <input type="text" value="12-Mar-2024"/>	to <input type="text" value="26-Mar-2024"/>
Indefinite note issued <input type="checkbox"/> Yes	

Follow-up Assessment Required? Yes

Issuer's Name

Issuer's Profession Doctor Nurse Physiotherapist Occupational Therapist Pharmacist

Date of statement 12:46

Select required output Print New Print Duplicate

Last printed date/time

uniqueID

Section B: How to complete the form.

4. Select date using the clock symbol
5. Select Coded condition unless multiple comorbidities or sensitive condition.
6. Add Health Issue by clicking on Health Issues (Use Existing) button or Health Issues (Add New).
7. Select advice and add comments.
8. Confirm duration - **maximum duration is 12 weeks.**
9. Indefinite note – **only issue if the patient has been unfit for work for the previous 6 months and was issued a fit note.**
10. Confirm if follow-up assessment required. **Note this does not create an appointment or appear on the printout.**
11. The issuer's name is prepopulated. Confirm your profession.
12. Select print new or duplicate and click on the save button from the bottom right hand corner of the screen.

Section C: How to print the fit note.

13. From the documents tab select the fit note
14. From the toolbar click on the icon 'Print Reports'
15. From the dropdown list select 'Fit Note'.
16. Select 'print new' or 'print duplicate'.

The fit note printout will appear as below:

Statement of Fitness for Work For social security or Statutory Sick Pay	
Patient's Name	Mr DONALD QUACKERS
I assessed your case on:	12/03/24
and, because of the following condition(s):	Asthma, shortness of breath
I advise you that:	<input checked="" type="checkbox"/> you are not fit for work. <input type="checkbox"/> you may be fit for working taking account of the following advice:
If available, and with your employer's agreement, you may benefit from: <input type="checkbox"/> a phased return to work <input type="checkbox"/> amended duties <input type="checkbox"/> altered hours <input type="checkbox"/> workplace adaptations	
Comments, including functional effects of your condition(s): Shortness of breath, cough and wheezing	
This will be the case for <input type="text" value="2 Weeks"/>	
or from <input type="text" value="12/03/24"/> to <input type="text" value="26/03/24"/>	
I will/will not need to assess your fitness for work again at the end of this period. (Please delete as applicable)	
Issuer's name	Graham, Stanley
Issuer's profession	Doctor
Date of Statement	12/03/24
Issuer's address	Dudley Group NHS Foundation Tr Russells Hall Hospital Pensnett Road Dudley, West Midlands DY1 2HQ 01384-456111
Unique ID: 09806a0c-654f-48aa-860c-b26cb4a99229	
	
What your advice means	
"You are not fit for work" Your health condition means that you may not be able to work for the period shown. You can go back to work as soon as you feel able to and, with your employer's agreement, this may be before your fit note runs out.	
"You may be fit for work" You could go back to work with the support of your employer. Sometimes your employer cannot give you the support you need and if this happens your employer will treat this form as though you are "not fit for work". You do not need to get another of these forms.	
For more information please visit www.gov.uk and type "fit note guidance for patients and employees" into the search field. Fit note guidance for employers is also available.	
Data for page 1 of this form may be collected to learn about national patterns of sickness absence. Individuals will not be identified. Find out more at www.gov.uk/dwp/fit-note-data	
Fill in the Your details section. You can ask someone to do this for you if you cannot fill in your details yourself.	
Your details - Please use BLOCK CAPITALS	
Surname	MR QUACKERS
Other names	DONALD
Address	1 STREAM ROAD
	STOURBRIDGE WEST MIDLANDS Postal Code DY8 2AL
Date of birth	11/3/1978
Mobile	
NI number	
What you need to do now	
<ul style="list-style-type: none"> ● If you are employed: Please show this form to your employer. You could get Statutory Sick Pay (SSP) which is paid by your employer. If your employer cannot pay you SSP they will give you form SSP1 to claim benefits. ● If you are self-employed: you could claim benefits. ● If you are already claiming benefits: Please send this form to the office dealing with your claim. ● If you need to make a claim to benefits: Visit www.gov.uk/browse/benefits or phone 0800 328 5644 (8am to 6pm Monday to Friday). Textphone users call 0800 328 1344. 	