



Returning to Work Through AMH- Informational Guide

When returning to work after an absence for medical reasons, your employer might require you to be seen at AdvanceMed Hanford (AMH) and obtain a return to work clearance. Since the AMH provider may not be familiar with the status of your medical condition, medical information from your treating physician may be necessary so that AMH can most effectively provide a clearance for your return to work. The following parameters apply.

When do I need* to check in at AMH prior to returning to work?

**Requirements vary by contractor. We recommend that you contact your Human Resources department to determine which requirements apply to you, but generally,*

You must check in at AMH prior to returning to work if any of the following conditions apply:

- you see your personal or treating physician following a job-related injury or illness
- you were off work for five or more consecutive workdays due to injury or illness
- you were hospitalized
- you had any condition, procedure, or treatment that may negatively affect your ability to perform work in a safe and reliable manner
- you were transported by ambulance from an AMH facility or from the Hanford Site
- your manager requires it
- your company HR policies require it

For situations not requiring Behavioral Health Services (see below), report directly to AMH for a return-to-work evaluation. Please contact your human resources department prior to arrival at AMH to determine if your company return to work policies require you to report to our 1979 Snyder clinic.

When do I need a physician's note?

It is generally the employee's responsibility to provide medical information from their treating physician and it is recommended that this be obtained prior to a return to work visit at AMH. Your physician's note should include an opinion of your work capability and is required in the following situations:

- following surgery
- following hospitalization
- following an ambulance transport from an AMH clinic or the Hanford Site
- following any head trauma
- if you have been treated for an infection or communicable illness.
- if you have been absent for 30 or more days
- if you are returning from short-term or long-term disability
- if you have been treated for an occupational injury or illness
- if you are returning from a Workers' Compensation disability

When do I need to be seen by Behavioral Health Services (BHS) before returning to work?

If you have been off work for 5 or more consecutive workdays due to a head injury, psychological issues (depression, stress, etc.), substance abuse issues, or detoxification, or if you have been an inpatient at a treatment facility for drug, alcohol, or psychological issues, you will first need to contact the AMH BHS department to begin the return-to-work process.

- Make an appointment with BHS (376-4418).
- Bring with you to the appointment your discharge papers or a physician's note approving your return to work.
- Proceed to AMH Occupational Primary Care to finish the return-to-work process when you have completed your BHS evaluation.