Date

[Doctor Name]  
[Services Address]  
[Contact details]

To Whom It May Concern

Mr. John Doe is under treatment for severe flu at ABC Health Clinic. He is suffering from fever, body aches, and chest congestion. As a result, he will be unable to carry on with his normal everyday routine, including office work, until his condition improves.

Currently, he has been prescribed a course of anti-viral medication for a week. He will also be nebulized every 4 hours for 3 days. Additionally, it has been He also needs to avoid exertion for the next 3 days. Kindly email me for further information or updates about John's condition.

Dr. [Insert Doctor Name]

P.S. Don’t forget that most dental insurance plans are “use it or lose it!” Schedule your appointment before your benefits for this year expire.