

**Place, Operations and  
Sustainability**

**Service Manager:**

Date: [Click here to enter a date.](#)

Dear Doctor

**Hepatitis B Inoculation**

(Employee Name)

(Address)

The above employee will be working in a situation where there is a small possibility of coming into contact with Hepatitis B virus.

To ensure full protection for our employees I would ask that you arrange inoculation to ensure effective immunisation against Hepatitis B for the above-named person who is in our employment.

I would confirm that in the event of any cost being incurred, over and above those covered by the National Health Service, these will be met by this Authority. Please forward any invoices.

Kind regards

Name  
Job Title  
Section/Service  
Tel No:  
email: