



Burrows Family Practice, Inc.

At Burrows Family Practice, we assist patients with various types of forms. Dr. Burrows does charge a fee for completing documents, which starts at of \$35 per document - but is subject to change.

If an appointment is required to complete documents, please make sure to bring in all documents to the appointment with the patient portion completed prior.

There are variables when it comes time frames for documents to be completed. Some simple documents can be completed same day, while other more extensive documents may require a longer turnaround time usually 2-3 days additional.

The following are examples of documents Dr. Burrows is able to Complete:

- Return to Work/School- Fee Waived at Time of Visit, Otherwise Fee is Required
- FMLA - Fee Required
- EDD - Fee Required
- Employer Healthy Choice Forms - Fee Required
- Travel Insurance Letters - Fee Required
- Jury Duty Summons (With Valid Excuse) - Fee Required
- School Testing or Work Accommodations - Fee Required
- Letter of Competency/Incompetency - Fee Required
- Exemption Letters - Fee Required

If you do not see the type of document that you need filled out on the list above, please call to verify if it is something that we can complete

Patients must be seen in office or via telehealth to receive a **Return to Work/School note** which come at no charge, when they are completed at the time of the visit. If a patient requests a **Return to Work/School note** after the fact, there will be a \$35.00 charge.

Family and Medical Leave Act (FMLA)- patients must obtain a form from their employer for our office to complete.

Employment Development Department (EDD)- patients must initiate the EDD claim by either the online EDD portal, or by submitting a paper claim, which the patient obtains themselves.

Completed forms can be mailed to your home or faxed. If the form needs to be faxed or mailed after completion, the form fee will be required to be paid up front please and make sure to have the fax number available if applicable.

*****Please note that Dr. Burrows does not participate, nor will he complete any workers compensation claims or documentation****