



Name of home
Address 1
Address 2
Address 3
County
Postcode
Phone number

Date of letter

Dear, To Whom It May Concern,

I am writing to ask you to arrange for the vaccination of name of staff member in line with [NHS England and Public Health England's national flu immunisation programme](#) offering free influenza vaccinations to Social Care workers during the 2020/21 season.

The national flu immunisation programme states that health and social care workers will be able to attend their registered GP practice or pharmacy to have a flu vaccination. These individuals may be required to provide some evidence of eligibility, such as an ID badge, a recent pay slip or letter from an employer.

I can confirm that name of staff member is employed as a Health and Social Care Worker employed by name of provider which is a registered residential care/nursing home/homecare provider (~~delete as appropriate~~), this position requires them to be directly involved in the care of vulnerable patients/clients who are at increased risk from exposure to influenza.

Yours sincerely

Name of home manager

Job title

Name of home