

**KELTY MEDICAL PRACTICE**  
**80 Main Street**  
**KELTY**  
**Fife, KY4 0AE**  
**Tel. (01383) 831281**

Date:

Dear Employer

**Your Employee \_\_\_\_\_ - Hepatitis B Risk Assessment**

The above named person presented at my surgery and informed me/my staff that they have been advised by you to seek protection against Hepatitis B because of the nature of his/her employment.

Under Health and Safety Regulations, employers have a duty to provide a safe working environment. Employers should undertake a risk assessment and arrange protection for employees, including, where necessary, immunisation against Hepatitis B. If an assessment reveals a risk, the employer has a duty to act and should make arrangements with a suitably qualified medical service to meet the relevant obligations.

This practice is not aware of the situation and hazards in your employee's workplace and does not have occupational expertise to advise on the risks involved. It is, therefore, inappropriate for us to proceed with vaccination and I have asked your employee to return to you so that you can deal with this appropriately. I should add the NHS does not fund Hepatitis immunisation for employment purposes.

We would be happy to discuss with you the provision of a non-NHS vaccination service once you have arranged the appropriate risk assessment.

Please do not hesitate to contact us if you have any questions about this letter.

Yours faithfully

Kelty Medical Practice