

# Pre-Employment Health Assessment Confirmation

Date: [Insert Date]

Dear [Employee's Name],

We are pleased to inform you that your pre-employment health assessment has been scheduled. Please find the details below:

**Date:** [Insert Assessment Date]

**Time:** [Insert Assessment Time]

**Location:** [Insert Assessment Location]

Please bring the following documents with you:

- Government-issued ID
- Any relevant medical documents
- Completed health questionnaire (attached)

If you have any questions or if you need to reschedule, please contact us at [Insert Contact Information].

We look forward to seeing you soon.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]