

Northern Illinois Counseling Associates, P.C.

14 Brink Street • Crystal Lake, IL 60014 • Tel: 815-455-6736 • Fax: 815-455-9477
admin@nicapc.com

EXCUSED ABSENCE NOTE

CONFIDENTIAL!!!

RE: **Excused Absence** for: _____

Attention: Administration

Date: _____

To Whom It May Concern:

The above named individual was seen in our office today for an appointment.

Please record any absence or tardiness as an **excused absence** for confidential healthcare services.

Very truly yours,

 Larry B. Gelman, Psy. D.

 Glenn B. Gelman, Psy. D.

Established 1979
A Tradition of Excellence