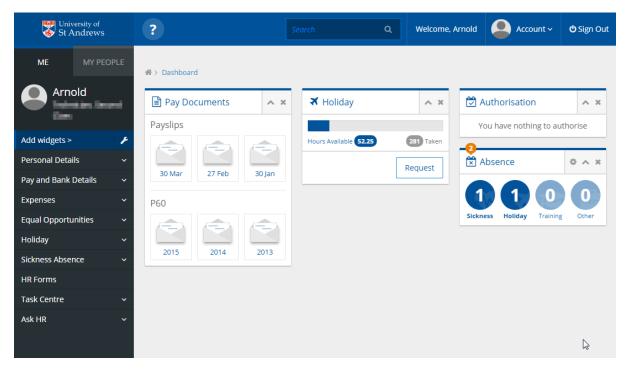
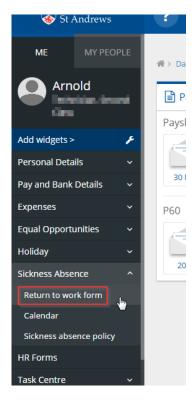
Return to Work form

When you return to work after a period of sickness you must ensure that Human Resources have been notified that you are back at work. To do this you should complete the 'Return to work' form in HR Self Service.

https://www.st-andrews.ac.uk/selfservice

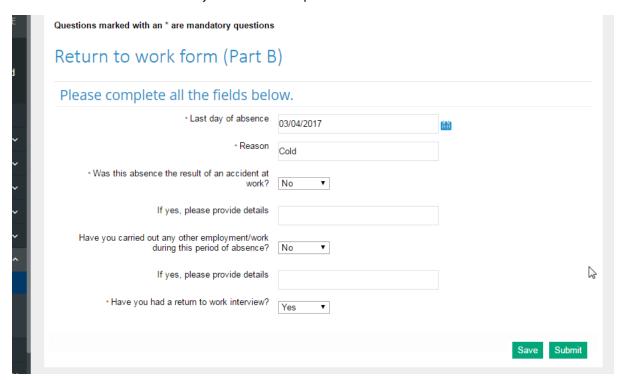


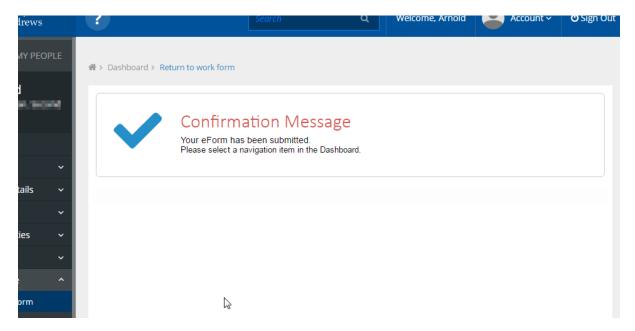
On the left side bar, select 'Sickness Absence' and then 'Return to work form'.



Return to Work form

You will now see the form. You just need to complete this and then click the 'Submit' button.





The form has now been submitted and will go to your line manager for authorisation. Once your line manager has authorised the form it will go to Human Resources for processing. You will receive an email confirming when this has been done.