

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Employer's Name]  
[Company's Name]  
[Company's Address]  
[City, State, Zip Code]

Dear [Employer's Name],

I hope this letter finds you well. I am writing to inform you about my current health condition and its implications for my work at [Company's Name].

As you may know, I have been diagnosed with tuberculosis (TB), a bacterial infection that primarily affects the lungs. I want to assure you that I am receiving appropriate medical treatment and follow-up care under the supervision of my healthcare provider.

At this time, I am in the process of starting treatment, which may require me to take medical leave to ensure proper recovery and to prevent the potential spread of the disease. Based on my doctor's recommendations, I expect to be absent from work for [insert expected duration] to focus on my recovery.

I understand the importance of communication during this time and will keep you updated on my progress and any changes to my condition. Please feel free to reach out to me via email or phone if you have any questions or require additional documentation from my healthcare provider.

Thank you for your understanding and support during this challenging time. I appreciate your consideration as I prioritize my health and recovery.

Sincerely,

[Your Name]  
[Your Job Title]  
[Your Department]