**[Title]**

**[Company Name]**

**[Month DD, YYYY]**

**[Plant Name]**

**[Operating Company Name**]

Southern Company Generation

Southern Company Representative:

This letter is in reference to [**Company Name**] employee, [**Employee’s Full Name**], having received a non-negative drug test result due to prescription drug use.

[**Employee’s Full Name**] has notified me that such medication has been prescribed and he/she uses such medication in accordance with the instructions of his or her physician.

I have obtained information from the prescribing physician and verified that:

1. Such medication has been prescribed for **[Employee’s Full Name]**
2. Taken as prescribed, such medication should not impair **[Employee’s Full Name]’s** ability to safely perform his/her job.

Sincerely,