

Caitlin Scholl

From: Caitlin Scholl
Sent: Thursday, February 23, 2017 2:30 PM
To: 'Ashley Young'
Subject: RE: Doctors notes and upcoming absences

Hi Ashley,

I spoke with my contact at Synovos and she stated that your supervisor is okay with you taking this upcoming weekend off if you need some more time to recover. I would recommend that you contact him to officially confirm the dates you'll be absent from work, if you have not done that already.

Also, I sent them the doctor's note that you sent to me. They asked that you please send a doctor's note from the weekend prior (Weekend of Friday 2/10-Sunday 2/12). My contact said that you had spoken with your supervisor about going to the hospital that weekend for medical attention, so they just need that doctor's note on file. Please send that over as soon as you're able.

Thank you, Ashley! Please let me know if you have any questions.

Take care,

Caitlin Scholl
Corporate Management Group, Inc.
Administrative Assistant

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Fax: 303-736-7767
Email: Caitlin@corpmgmtgroup.com
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From: Ashley Young [mailto:nicoleyoung0913@gmail.com]
Sent: Wednesday, February 22, 2017 4:26 PM
To: Caitlin Scholl <Caitlin@corpmgmtgroup.com>
Subject: Re: Doctors notes and upcoming absences

Sounds good, thank you!

On Wed, Feb 22, 2017 at 4:26 PM Caitlin Scholl <Caitlin@corpmgmtgroup.com> wrote:

Hi Ashley,

Thank you for the clarification, I will talk with the site and let you know what I hear back!

Thanks,

Caitlin Scholl

Corporate Management Group, Inc.

Administrative Assistant

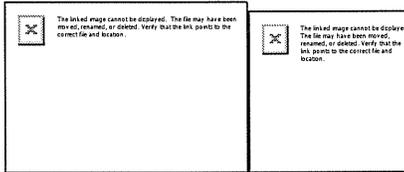
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From: Ashley Young [mailto:nicoleyoung0913@gmail.com]

Sent: Wednesday, February 22, 2017 3:06 PM

To: Caitlin Scholl <Caitlin@corpmanagementgroup.com>

Subject: Re: Doctors notes and upcoming absences

Well I stated that my psychiatrist suggested that I not go into work this weekend.

So I made the personal decision to enroll myself in this therapy retreat. Therefore I wouldn't be able to work this weekend.

SI that not ok?

Ashley

On Wed, Feb 22, 2017 at 3:31 PM, Caitlin Scholl <Caitlin@corpmgmtgroup.com> wrote:

Hi Ashley,

Thank you for sending the doctor's note! Per our discussion, you stated that you will not be returning to work this weekend per the doctor's recommendations. Can you please send the doctor's note that shows that you should not return to work until after this weekend, also?

Thank you!

Caitlin Scholl

Corporate Management Group, Inc.

Administrative Assistant

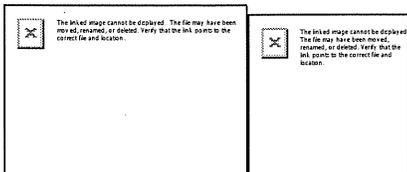
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From: Ashley Young [mailto:nicoleyoung0913@gmail.com]

Sent: Wednesday, February 22, 2017 2:21 PM

To: Caitlin Scholl <Caitlin@corpmgmtgroup.com>
Subject: Re: Doctors notes and upcoming absences

Hey Caitlin,

I just sent you a text.

Ashley

On Tue, Feb 21, 2017 at 4:21 PM, Caitlin Scholl <Caitlin@corpmgmtgroup.com> wrote:

Hi Ashley,

I had spoken to my contact at Synovos earlier today after you and I spoke on the phone, and I filled her in on our conversation that we had. She got back to me and asked that I have you send CMG the doctors notes for your absences last weekend as well as the doctors note stating that you should not return to work this weekend. Can you please send those over to me as soon as possible? The easiest way is probably to take a picture with your cell phone and text it to our text line: [303-622-5483](tel:303-622-5483) or email it to me.

Also, if you have not done so already, please be sure to notify your supervisor that you are not able to work this weekend. I did let him know on my end, but they would like to make sure they have clear communication with you directly as well.

Please give me a call if you have any questions!

Thank you,

Caitlin Scholl

Corporate Management Group, Inc.

Administrative Assistant

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