

Candidate: Please fill out the top portion of this Letter of Reference Form and supply a copy to three references listed in your application. Please have references fill out the bottom portion of the form and scan/email to skeller@communityhospice.com or FAX to: 904.407.6070.

Name: _____ Are you authorized to work legally in the U.S.? Yes ___ No ___

Mailing Address: _____ City: _____ State: _____

Country & ZIP: _____ Email: _____

If needed, may we contact your reference to clarify information they provide below? Yes ___ No ___

Check one: I am providing a(n) ___ academic; ___ religious; ___ personal reference for the above named candidate.

1. How long have you known the candidate, and in what capacity?

2. Evaluate the candidate in the following categories using the scale provided.

1 - Poor 2 - Fair 3 - Good 4 - Excellent 5 - Don't know

Overall:

- ___ Professional appearance
- ___ Emotional openness
- ___ Intellectual capacity
- ___ Spiritual growth
- ___ Concern for others
- ___ Motivation to learn
- ___ Computer skills

Awareness of his/her:

- ___ life history and major events and how such affects caregiving
- ___ strengths and weaknesses in providing spiritual care
- ___ impact upon others in a small group setting

1 - Poor 2 - Fair 3 - Good 4 - Excellent 5 - Don't know

Respect for persons with diverse:

- socioeconomic and cultural perspectives
- gender and sexual identities
- religious, spiritual, world views

Ability to

- be transparent with his/her uncomfortable feelings
- process personal experiences of grief and loss
- function in stressful, crisis, death/dying situations.
- communicate and collaborate well with peers and supervisors

Openness to

- learn how to provide spiritual support in an interfaith setting
- receiving, processing, and offering constructive critique
- actively participate and function as a team player in a small group

3. Please elaborate on any of the items in section 2 above.

4. Please list some of the candidate's strengths:

5. Please list some of the candidate's limitations (areas of needed growth):

6. In the CPE Program at Community Hospice and Palliative Care, Spiritual Care interns provide care to a wide variety of patients and families. Interns visit patients in our inpatient centers and at locations throughout northeast Florida (i.e. long-term care facilities and patient homes). They also rotate responding to emergency on-call during some weeknights and weekends. Interns learn to document patient visits in our electronic medical record. And they write and present in-depth reflections for peer and educator feedback.

Do you think the candidate will be able to carry out the assignments of a spiritual care intern and perform them well and safely? Yes ___ No ___

7. Please comment on the candidate's readiness to participate in an intensive learning program of interfaith Clinical Pastoral Education.

Signature: _____ Date: _____

Please Print Name: _____