

DANBURY HOSPITAL

MEDICAL TECHNOLOGY PROGRAM EMPLOYER REFERENCE

| <u>TO BE COMPLETED BY THE APPLICANT</u> | <u>PLEASE PRINT OR TYPE</u> |
|--|--|
| Applicant Name _____ (last) (first) (middle) | |
| I have requested _____ to evaluate me as a potential candidate of a hospital program. This reference will be forwarded to the School of Medical Technology Admissions Committee. | |
| This reference is to be: (Applicant must check one) | |
| <input type="checkbox"/> NON-CONFIDENTIAL. I reserve the right to review this form at a later date. | |
| <input type="checkbox"/> CONFIDENTIAL. | I waive my right under the Family Education Rights and Privacy Act of 1974, as amended, to inspect and review this form, or any letter written in place of this form. I certify that this waiver is given voluntarily by me. |
| Date _____ | Signature _____ |

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TO EMPLOYER: The above named applicant is asking you to furnish a reference in support of the application submitted for admission to a Medical Technology Program. The following checklist has been developed on the basis of characteristics which are important to success in this field. In view of this highly technical and professional career, it is imperative that more than what is stated in transcripts be learned of each applicant. Your responses will be very helpful in evaluating the candidate's potential. The Admissions Committee genuinely appreciates your efforts in this regard.

Please return this form to:

Ana H. Vicente MT (ASCP), MHA
Carol Repko, MT (ASCP) SH
Program Co-Directors
School of Medical Technology
Danbury Hospital
24 Hospital Avenue
Danbury, CT 06810
(203)739-7804

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I have known this employee for _____ (years, months, weeks)

This employee' position here is _____

1. Manipulative skills: Awkward
 Generally adept
 Consistently good; derives satisfaction from manual tasks
 Readily learns to use new skills
 No opportunity to observe

| | Consistently | Generally | Rarely | Opportunity to Observe | |
|---|--------------|-----------|--------|------------------------|------------|
| | | | | adequate | inadequate |
| 2. Does the person have a good rapport with other employees? | | | | | |
| 3. Does the person have a good rapport with supervisors, etc? | | | | | |
| 4. Does the person learn from mistakes? | | | | | |
| 5. Does the person learn the various aspects of the job quickly and perform well? | | | | | |
| 6. Can the person work well independently? | | | | | |
| 7. Does the person follow logical thought processes? | | | | | |
| 8. Does the person organize appropriate strategies? | | | | | |
| 9. Is the person able to transfer learning from one situation to another? | | | | | |
| 10. Does the person see relationships in situations that are different but have common factors? | | | | | |
| 11. Does the person assume responsibility? | | | | | |
| 12. Does the person respond appropriately to leadership opportunities? | | | | | |
| 13. Does the person seek direction when needed? | | | | | |
| 14. Does the person do more than is minimally required? | | | | | |
| 15. Does the person tend to be overbearing? | | | | | |
| 16. Does the person make excuses for work poorly done? | | | | | |
| 17. Is the person late for work? | | | | | |

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| | | | | | |
|--------------------------------|--|--|--|--|--|
| 18. Does the person miss work? | | | | | |
|--------------------------------|--|--|--|--|--|

19. How does the person respond to stress?
- Usually reacts appropriately, maintaining poise and control
 - Sometimes reacts inappropriately
 - Easily flustered; tends to react inappropriately
 - No opportunity to observe

20. Would you rehire this person?

I recommend _____ for admission to the School of

Medical Technology:

- With confidence With reservations Do not recommend

Please comment on any notable skills, abilities or experience that the applicant may have. Or, does the applicant have any potential weakness of which you feel we should be made aware?

Signature _____ Date _____

(Please type or print)

Name _____

Position/Title _____

Institution _____

Address _____

Telephone _____