

# REFERENCE

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ applied to Brigham and Women’s Faulkner Hospital to be a volunteer. It is mandatory that all applicants submit two professional references. The applicant has selected you as a reference.

Please complete the following by checking the appropriate box and returnthe completed form to the applicant or fax to: **617-983-7729 BWFH Volunteer Services.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Excellent** | **Very****Good** | **Average** | **Fair** | **Poor** |
| Promptness |  |  |  |  |  |
| Initiative |  |  |  |  |  |
| Emotional Maturity |  |  |  |  |  |
| Communication Skills  |  |  |  |  |  |
| Demeanor/Disposition |  |  |  |  |  |
| Ability to work on a team |  |  |  |  |  |
| Ability to understand and follow policies and procedures |  |  |  |  |  |
| Ability to fulfill commitments and responsibilities |  |  |  |  |  |
| Ability to follow instructions  |  |  |  |  |  |

**Additional comments:** (Please Print)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name and Title**:

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:**

**Relationship to the prospective volunteer:**

**Company/Organization:**

**Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **City:** \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_**State:** \_\_\_\_ **Zip:**

**Phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **FAX:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **email:**

**Thank you for your time.**