

REFERENCE REQUEST

Your name has been provided by the applicant named above, who has applied to work with MSL Healthcare as a temporary worker. We would be grateful if you would reply to the following questions regarding this applicant.

Name of Candidate:			
Position:		NHS Band:	
Employment From:		To:	
Suitable for Position applied for?			
If Not, why?			

Please Tick <input checked="" type="checkbox"/> Appropriate Box	Excellent	Good	Satisfactory	Poor	Unable to Comment
Time Keeping					
Clinical Skills					
Organisational Skills					
Willingness To Learn					
Interpersonal Skills					
Ability to Cope Under Pressure					
Honesty/Integrity					
Communication and Team Work					
Number of days off sick?		Number of days of late arrival?			
Has this applicant been subject to any disciplinary procedure? If yes please give brief details.					
Do you have any reservations regarding this person working with children, young people or vulnerable adults? If so please give details of your concerns.					
Reason for leaving:					

Please confirm whether you would re-employ this candidate? YES / NO

In order to protect the public, the post for which the application is being made is exempt from Section 4 (2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. It is not therefore in any way contrary to the Act to reveal any information you may have concerning convictions which would otherwise be considered as 'spent' in relation to this application and which you consider relevant to the applicant's suitability for employment. Any such information will be kept in strictest confidence and used only in consideration of the suitability of this applicant for a position where such an exemption is appropriate.

Name of Referee:

Position:

NHS Band:

Organisation:

Signature:

Date:

Official Stamp:

(Note: This reference will not be considered valid unless endorsed by an official stamp or alternatively a compliment slip/official notepaper is attached.)