



## **Reference from Traditional Chinese Medicine Supervisor**

Candidate Name: \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Reference Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Position: \_\_\_\_\_

Reference Email: \_\_\_\_\_

Mindful Medicine Worldwide is a volunteer organization where each volunteer represents us in a multi-cultural environment with varying cultural sensitivities. Once in country, our volunteers are very much self-directed, often without direct oversight. An inability on the volunteer's part to act in an ethical, moral, and culturally appropriate way may lead to an unfavorable situation for both themselves and the future of MMW.

It is therefore extremely important that we know that each volunteer will act in a culturally sensitive and ethical manner at all times, both in the clinic and during their off hours. We are relying on your impression of the candidate and request the utmost degree of transparency in your answers. No candidate is accepted or rejected solely on the answers of one reference.

Please return this application to the email or mailing address in the footer within 7 days of receipt. Please note that without completed references, the candidate's application is considered incomplete and cannot be processed.

We sincerely thank you for your time and effort.

### **GENERAL INFORMATION**

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

### PROFESSIONAL PROFICIENCY

*As a volunteer, the candidate will be responsible for the treatment of widely varying patient presentations at a pace which is much faster than here in the US. It is therefore important that we have a good idea of the candidate's skill set. Please give us your honest opinion of the candidate's proficiency level in the following areas.*

Skill	N/A	Poor	Average	Good	Excellent
Western diagnosis					
TCM diagnosis and pattern differentiation					
Pulse and tongue					
Acupuncture point selection					
Point location					
Needling technique					
Herbal formula selection					
Formula modification					
Tui Na					
Confidence in above skills					
Ability to work independently					

### MOTIVATION & COMMITMENT

*A candidate's personality and life goals should be consistent with volunteer service under challenging conditions. Candidates should be willing to give of themselves. They should not have rigid or overly high expectations about overseas service and joining Mindful Medicine Worldwide should relate to their past experiences and future plans.*

From your knowledge, please give an example of a significant commitment that the candidate has fulfilled.

Express your concerns, if any, about the candidate's ability to fulfill a commitment.

**ETHICAL FOUNDATION**

*As a Mindful Medicine Worldwide volunteer, the candidate will be representing our organization both in the clinic and in their off hours. It is extremely important to us that all volunteers hold themselves to the highest ethical standards in all their actions.*

Are you aware of any ethical violations that the candidate has committed? If so, please elaborate.

Do you feel the candidate has the ethical foundation with which to represent our organization while unsupervised for extended periods of time?

Please express any doubts you may have about the candidate's ethical foundation.

**EMOTIONAL MATURITY**

*Mindful Medicine Worldwide volunteers are exposed to unfamiliar living conditions without the support systems that have provided them security in the past. Their work requires that they respond appropriately to the needs of others, as well as their own.*

From your knowledge of the candidate, please give your opinion on how you think he or she has demonstrated the following abilities.

Ability	N/A	Poorly	Adequately	Very Well
Cope with stressful working and living situations				
Cope with separation from family and friends				
Balance their own needs with the needs of others				

Please describe how the candidate has handled a difficult situation, requiring any of the above abilities.

Express your concerns, if any, about the candidate's emotional maturity.

**CULTURAL SENSITIVITY**

*Volunteers must be willing and able to observe, accept, or effectively cope with the ideas and behaviors of others. They must also be able to adjust their own behavior within the framework of another culture and society. This includes the ability to understand the experiences and problems of others.*

From your knowledge of the candidate, please give your honest opinion on whether he or she has demonstrated the following in his or her life.

<b>Behavior</b>	<b>N/A</b>	<b>Poorly</b>	<b>Adequately</b>	<b>Very Well</b>
Changed his or her behavior to accommodate others				
Responded to the needs of others				
Adapted to new customs				
Worked with people of different backgrounds				

Express your concerns, if any, about the candidate's ability to work with diverse groups.

**OVERALL RECOMMENDATION**

Please check one of the following to summarize your overall recommendation of the candidate.

- I recommend the candidate without reservation as an excellent prospect for Mindful Medicine Worldwide service.
- On the whole, I recommend the candidate as a good prospect for Mindful Medicine Worldwide service.
- I have some reservations but feel that he or she has a reasonable chance of success as a Mindful Medicine Worldwide volunteer. *Please explain below.*
- I have substantial doubts about the candidate's suitability for Mindful Medicine Worldwide service. *Please explain below.*

**CONFIDENTIALITY STATEMENT**

- I DO NOT AUTHORIZE Mindful Medicine Worldwide to identify me as the source of this reference, nor do I authorize the Mindful Medicine Worldwide to release a copy of this reference in its entirety to the candidate. I realize that a summary of this reference may be released without my approval.
- I AUTHORIZE Mindful Medicine Worldwide to identify me as the source of this reference and to release a copy of this reference, upon request, to the candidate.

Can Mindful Medicine Worldwide contact you to discuss this reference? Yes  No

Signature \_\_\_\_\_

Date \_\_\_\_\_