



To Whom It May Concern:

The person listed below has applied to become a contractor with Transformations: Hope for Today's Families, LLC. Please return this form to the Transformations office as soon as possible. A postage paid envelope has been provided for your convenience. Any information that you provide will be kept in strict confidence.

Applicant Name: Susan Anderson
Position: Targeted Case Management
Reference Name (please print) Shannon Cook
Address: 5103 Fox Run Rd Buckner, KY 40010
Telephone: (502) 550-3917

How long have you known this person? (approximately) 5 years

In what capacity have you known this person? (Check as many as are applicable)

☐ Co-worker

☐ Professor

☐ Employer

☐ Clinical Supervisor

☒ Other (please specify) Community Colleague

Are you aware of any problems, such as alcoholism, drug abuse, physical or sexual abuse, arrest record, or other problems in the applicant's background that would interfere with her/him performing the duties of the above stated position?

☐ Yes

☒ No

If yes, please explain:

In your judgment, is this person a dependable, honest and stable person?

☒ Yes

☐ No

Comments:

Susan is extremely reliable. She is always punctual and is always available.

(complete other side)



Please give your impression of the applicant. Include your observations of the relationship of the applicant with his/her co-workers, clients, supervisors, etc., depending on the capacity in which you know the applicant.

Susan is professional, respectful, and always willing to listen. She is firm and holds others accountable, but is able to do so in a warm way.

Please give your impression of the applicant's readiness for the above named position, keeping in mind that they will be working with children and families with significant behavioral and emotional disturbances.

She will be an amazing TCM or BHP! She has vast experience and knowledge of complex families.

Please give your impression of the applicant's ability to complete paper work in a thorough and timely manner.

She is always prompt with paperwork and following through with needed items.

Please share any other comments or concerns you have regarding this applicant.

She will be an amazing addition to your team!

Signature and Date Shannon Cook, LCSW 2/4/22