

July 13, 2016

TO WHOM IT MAY CONCERN:

I am writing this letter of recommendation on behalf of Jackie Schaffer. I worked with Jackie when she was the System Director of the Hospitalist Program.

I have interacted with Jackie one-on-one and in group settings. She is always professional and communicates effectively and directly. She is well respected by her physicians and staff. I know that she worked as many hours as needed in a day to make sure everything was running smoothly. She delegated as appropriate but provided oversight for projects.

I would recommend Jackie for an administrative position. She is able to handle multiple projects while remaining calm and composed. She would fit in well with any size organization and bring maturity and knowledge to the team.

If you have any questions you may feel free to reach me on my cell phone at 515-339-5194.

Sincerely,

Tracy Sanburg
System Director, Specialty Care
Lee Physician Group