



Saskatchewan Nurses Foundation  
 Box 27082 420 Albert St  
 Regina, SK S4R 2N8  
 Phone (306) 949-2936

## Saskatchewan Nurse Foundation Employer Reference

This form may be completed online. An original signature is required, therefore the completed form must be printed off, dated and signed in ink, put into a sealed envelope with your signature across the flap, and returned to the applicant. If you wish the completed form can be sent directly to the Saskatchewan Nurses Foundation, Box 27082 420 Albert Street, Regina, SK S4R 2N8. The reference **must be received or postmarked by September 30** of the year of application **Applications for which references are not received by September 30 will not be considered.** Please comment on the listed professional qualities, using the scale provided. Additional comments are helpful.

\_\_\_\_\_  
 Applicant's name

\_\_\_\_\_  
 Your name

\_\_\_\_\_  
 Employing Organization

\_\_\_\_\_  
 Your position within this organization

\_\_\_\_\_  
 How long have you known this applicant?

### Nursing Ability

1. Demonstrates a sound knowledge base

- Exceeds job requirement       Satisfactory       Other

2. Performs a total client assessment

- Exceeds job requirement       Satisfactory       Other

3. Correctly interprets client assessment

- Exceeds job requirement       Satisfactory       Other

4. Demonstrates appropriate application of nursing principles in client care

- Exceeds job requirement       Satisfactory       Other

5. Accurately reports observations

- Exceeds job requirement       Satisfactory       Other

6. Reviews nursing care, based on an evaluation of client care

- Exceeds job requirement       Satisfactory       Other

Comments on Nursing Ability

**Leadership**

1. Organizes work for self/others

- Exceeds job requirement       Satisfactory       Other

2. Appropriately delegates assignments

- Exceeds job requirement       Satisfactory       Other

3. Supervises auxiliary personnel

- Exceeds job requirement       Satisfactory       Other

4. Accepts responsibility for own actions

- Exceeds job requirement       Satisfactory       Other

5. Works to enhance group performance

- Exceeds job requirement       Satisfactory       Other

6. Utilizes resources well

- Exceeds job requirement       Satisfactory       Other

Comments on Leadership

Teaching Abilities

- 1. Recognizes learning needs of clients and families  
 Exceeds job requirement       Satisfactory       Other
  
- 2. Recognizes learning needs of co-workers  
 Exceeds job requirement       Satisfactory       Other
  
- 3. Plans and implements appropriate learning strategies  
 Exceeds job requirement       Satisfactory       Other
  
- 4. Evaluates learning outcomes  
 Exceeds job requirement       Satisfactory       Other
  
- 5. Demonstrates creativity  
 Exceeds job requirement       Satisfactory       Other

Comments on Teaching Abilities

Professional Characteristics

- 1. Demonstrates potential for professional growth and development  
 Exceeds job requirement       Satisfactory       Other
  
- 2. Utilizes reference materials and resource persons appropriately  
 Exceeds job requirement       Satisfactory       Other
  
- 3. Attends available in-service programs  
 Exceeds job requirement       Satisfactory       Other
  
- 4. Demonstrates an ability to collaborate with co-workers  
 Exceeds job requirement       Satisfactory       Other

5. Recognizes the need for change

- Exceeds job requirement       Satisfactory       Other

6. Adapts to change

- Exceeds job requirement       Satisfactory       Other

7. Recognizes the need for and accepts guidance

- Exceeds job requirement       Satisfactory       Other

Comments on Professional Characteristics

**Interpersonal Relations**

1. Demonstrates tact

- Exceeds job requirement       Satisfactory       Other

2. Demonstrates maturity

- Exceeds job requirement       Satisfactory       Other

3. Demonstrates an ability to co-operate with clients and families

- Exceeds job requirement       Satisfactory       Other

Comments on Interpersonal Relations

Special Assets or Limitations

Would you re-employ this person?

Yes

No

If not, please indicate reasons

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\_\_\_\_\_

Date

\_\_\_\_\_

Signature