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1/2/97

To Whom It May Concern:

Hubert Allen has worked as a contractor for the Immunization Program during 1996. He has proven to be professional, accurate, hard working and innovative in his responses to our program.

Over the past six months he has conducted 45 clinical audits of immunizations based on a Centers for Disease Control software program. These audits were provided for both the private sector, as well as local public health offices. In addition to completing the audits, Mr. Allen has done quality assurance reviews in these settings.

Additionally, he has offered five trainings in the clinic assessment software program for providers so that they might conduct their own audits.

He has been a pleasure to work with. I also have received compliments from his working relationships with others while completing his audits. He took the initiative to contact CDC personnel to see if he could improve the assessment tool with which he is working.

As the contract monitor I appreciate his dedication and highly recommend him to any organization interested in his work.

Sincerely,

Sharon Matzek, Program Manager
Immunizations

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