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APPENDIX: Sample Standardized Letter of Recommendation

![American Orthopaedic Association (AOA) Council of Orthopaedic Residency Directors logo]

**Standardized Letter of Recommendation Form**

<table>
<thead>
<tr>
<th>Applicant’s Name</th>
<th>ERAS Letter ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reference Provided By</td>
<td></td>
</tr>
<tr>
<td>Present Position</td>
<td>Professiorial Rank (if applicable):</td>
</tr>
<tr>
<td>Institution/Group Practice Name</td>
<td></td>
</tr>
<tr>
<td>Specialty</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td>Telephone Number</td>
</tr>
</tbody>
</table>

**BACKGROUND INFORMATION**

1. Length of clinical or professional contact with applicant:

   - ☐ < 2 weeks
   - ☐ 1-6 months
   - ☐ 1-2 years
   - ☐ 1 month
   - ☐ 6-12 months
   - ☐ 2+ years

2. Nature of contact with applicant (Check all that apply):

   - ☐ Extended direct clinical contact (> 20 hrs/week)
   - ☐ Limited direct clinical contact (< 20 hrs/week)
   - ☐ Direct research contact
   - ☐ Other (Please describe): __________________________

**QUALIFICATIONS FOR ORTHOPAEDIC SURGERY**

*Compared to other orthopaedic applicants, rank this student by placing an "X" in the appropriate percentile category. The ranking is listed from lowest to highest.*

<table>
<thead>
<tr>
<th>100^a</th>
<th>90^a</th>
<th>80^a</th>
<th>70^a</th>
<th>60^a</th>
<th>50^a</th>
<th>40^a</th>
<th>30^a</th>
<th>20^a</th>
<th>10^a</th>
<th>Cannot assess</th>
</tr>
</thead>
</table>

1. **Patient Care** – Ability to develop and justify an appropriate differential diagnosis and a cohesive treatment plan.

2. **Medical Knowledge** – Level of general and orthopaedic-specific medical knowledge.

3. **Interpersonal and Communication Skills** – Ability to interact effectively with others on the health care team and communicate in an effective and caring manner with patients and their families.

4. **Procedural Skills** – Ability to perform surgical tasks in a competent manner.

5. Research – Ability to identify a question and to formulate and execute a cogent research plan.

GLOBAL ASSESSMENT

1. Ability to Work Within a Team – Ability to understand how their role contributes to the common goals of the entire care team.

2. Professionalism – Quality of work ethic, altruism, professional demeanor, and willingness to assume responsibility.

3. Initiative and Drive – Ability to stay oriented to a goal and see tasks to completion.

4. Commitment to Orthopaedic Surgery – Thoughtfulness in choosing his or her career path compared to other medical students you know.

SUMMATIVE STATEMENT

Ideally, where do you think that this applicant will be placed on your final rank list? If you are not involved in a formal ranking process, where would you like to see this applicant ranked?

- Ranked to guarantee a match
- High rank (upper 1/3)
- Middle rank (middle 1/3)
- Low rank (lower 1/3)
- Not a fit with our program

PERSONAL COMMENTS (Attach additional pages as necessary)

Signature: ___________________________ Date: ___________________________

☐ The applicant has waived his or her right to see this letter.