


LYME VALLEY MEDICAL CENTRE
LYME VALLEY ROAD
NEWCASTLE-U-LYME
STAFFORDSHIRE
ST5 3TF


29th OCTOBER 2005

To Whom It May Concern:


I have been employed by the above practice for nearly twenty years as Business Manager, which involved managing all aspects of running the practice. Throughout this time I worked closely with Dr. Mike Smith in his capacity as both lead G.P. and business partner.

His dedication to patient care has been excellent and has inspired all the staff at the practice to work as a team to attain a high standard in the day to day running of the surgery. His knowledge of, and input into achieving maximum QoF points and the ongoing monitoring of QoF in the practice was invaluable.

He has always been reliable and manages his time well, running his appointment system effectively and efficiently. He has not taken any time off due to illness during the time I have been manager with the practise. He has always presented himself in a professional manner in both appearance and demeanour and always had a good relationship with his patients.

He has been missed by both staff and patients since selling the practice to a group of doctors.

Yours sincerely,


Business Manager