

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title/Position]
[Organization/Institution Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to wholeheartedly recommend [Candidate's Name] for certification as a Certified Nursing Assistant (CNA). Having had the pleasure of working with [him/her/them] at [Organization/Institution where you both worked], I can confidently attest to [his/her/their] exceptional skills and dedication to patient care.

Throughout [his/her/their] time with us, [Candidate's Name] has consistently demonstrated [specific skills or qualities, e.g., compassion, professionalism, teamwork]. [He/She/They] has gone above and beyond in [specific situations or tasks], showing not only a strong understanding of the responsibilities of a CNA but also an impressive ability to connect with both patients and colleagues.

[Include an example or two of specific instances where the candidate excelled or showed remarkable qualities]. This dedication is a testament to [his/her/their] commitment to the nursing profession and the well-being of those [he/she/they] serves.

I have no doubt that [Candidate's Name] possesses the qualities necessary to be a successful CNA and will contribute positively to any healthcare setting. [He/She/They] have my full support for [his/her/their] certification, and I believe that [he/she/they] will make a valuable addition to your program and the nursing community.

Thank you for considering this recommendation. Should you require any further information or wish to discuss [Candidate's Name] further, please feel free to contact me at [your phone number] or [your email address].

Sincerely,

[Your Name]
[Your Title/Position]
[Your Organization/Institution]