

American Psychiatric Association

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To Whom It May Concern:

As you may know, the American Psychiatric Association certifies qualified psychiatrists in Psychiatric Administration. An applicant is evaluated based on past education and training in administration and a comprehensive written examination. The content of the examination includes administrative theory and practice, personnel management, law and ethical considerations, budget finance and funding, and theoretical and practical management of psychiatric care programs.

The Committee on Psychiatric Administration and Management asks that you verify the applicant's experience as a psychiatric administrator, including the nature and scope of their administrative responsibilities. This information will be kept confidential.

Please address your reply by **January 31, 2008** to:

Committee on Psychiatric Administration and Management
American Psychiatric Association
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Thank you.

Sincerely,



L. Mark Russakoff, M.D.
Chairperson
Committee on Psychiatric Administration and Management

