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## Memorandum

To: North Carolina Medical Assistants

From: S. Keith Smith MD

Re: The Mary Moody Award

Dear Medical Assistants:

I am soliciting nominations for an award that will be given to an outstanding medical assistant at the statewide meeting this year.

This award is in memory of Mary Moody and her outstanding service to patients as a medical assistant. I would like you to nominate a fellow medical assistant within the state of North Carolina whose qualities are similar to those portrayed by Mary during her years of service as a medical assistant.

Various adjectives have been used to describe Mary's qualities in our office. She was felt to be loyal. She always smiled and maintained a positive attitude. She was fun, but also professional. She was enthusiastic and went the extra mile. She communicated well with patients whether they were very young or very old. She treated patients the same whether they were poor or wealthy. She was able to get along with fellow employees. She was always neat and prompt. A good listener. She was able to follow instructions carefully and in most cases anticipated ahead of time what the provider needed to care for the patient. She was always able and willing to do what was needed even though it was not necessarily "her job".

Yours truly,

S. Keith Smith MD

Please send nominations by mail or email.

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