

## SAMPLE LETTER FOR VERIFICATION OF HOURS

January 3, 2024

Recover Wyoming Certification Committee,

This letter is to confirm that JANE DOE has completed 500 hours of work/volunteer experience at AGENCY NAME related to the 4 IC&RC domains. This has been accomplished through.... (example text- interacting with and supporting participants of Recover Wyoming's programs and services, to include peer-based recovery support).

I can also confirm that JANE DOE has been supervised for at least 25 hours related to this work/volunteer experience through AGENCY NAME and this supervision also relates to the 4 IC&RC domains.

The work experience and supervision occurred from DATES and meets IC&RC requirements to obtain initial certification for the Peer Specialist (Peer Recovery) certification.

Thank you,

Lana Mahoney  
Executive Director  
Recover Wyoming  
lanamahoney@recoverwyoming.org  
(307) 421-7261