



ABOVE and BEYOND AWARD

Purpose: This award honors individuals demonstrating outstanding achievements in the workplace, exceptional contributions toward efficiency and effectiveness of operations, special efforts in promoting workforce excellence, or outstanding customer service to the home care community and patients/customers. An award will be given to no more than one individual from each of IHHC's 6 regions.

Criteria: The award will be given no more than annually during the twelve-month period beginning and ending with the Council's annual meeting. The intent of this award is to recognize employees who make valuable, usually behind-the-scene contributions, which are important to the successful functioning of their agency. The actions cited for this award are not a normal part of the employee's job duties. Their actions are recognized as "Above and Beyond" because they demonstrate one or more of the following: Solves a problem or addresses an issue at their home care/hospice agency that provides outstanding service to the patient/customer or fellow employees; Creates or fosters a more productive work environment. Award recipients will be selected on the merits and strengths of the following contributions:

- Dedication, cooperation and a demonstration of positive behaviors.
- Outstanding achievement or contribution through creative solutions; demonstrate significant, effective and efficient operations.
- Exemplary customer service
- Sustained excellence in overall job performance
- Commitment to teamwork
- Consistent demonstration of a cooperative and positive attitude.

Procedure for nomination: Recipients of the award are nominated by a supervisor or agency director/CEO. The candidate must be nominated by February 18, 2022 to be eligible to receive the award at the annual meeting. Please submit the following:

- This nomination form
- A **letter** describing how the nominee exemplifies the criteria above.

Nomination Form

Name of person being nominated: _____

Name of person submitting nomination: _____

Agency: _____

IHHC Region: _____ Telephone: _____

E-mail: _____

NOMINATIONS ARE DUE BY February 18, 2022

Please return this form and nomination letter to Micah Roderick at micahroderick@ilhomecare.org If you have any questions, feel free to contact IHHC at (217) 753-4422.