Criteria for New Administrator of the Year

Each year the Georgia Chapter of the American College of Health Care Administrators presents a Georgia Administrator with its Administrator of the Year Award. This is the inauguaral year for the New Administrator Award to recognize emerging leaders in the Long Term Care field of Georgia. This award is only for administrators with **1 -4** years as an administrator. This award will be presented during the Annual Convention in June.

The Nominee:

- Is **not required** to be a member of the American College of Health Care Administrators.
- **Must** be a nursing home administrator licensed to practice in Georgia;
- **Must** have been practicing for a minimum of **1-4** years;
- **Must** be a practicing administrator, and responsible for the day to day operation of current Georgia nursing home for award.

In addition to this form, you may send letters from other staff members, residents, families, community, etc. and please include pictures of the nominee.

NOMINATIONS MUST BE RECEIVED BY: May 16, 2017.

Please return nominations to:

Jo Lucke
President
GA Chapter of ACHCA
912-285-4721
FAX 912-285-0058
jlucke@ethicahealth.org

Application can be self-submitted.

New Administrator of the Year – Nomination Form

Please **PRINT** or **TYPE** all information except signature at the bottom of the page.

Name of Nominee: _____

Facility (include mailing address):_____
_____

Date/Year nominee began as practicing Administrator: _____

Participation in professional organizations or associations (ACHCA or GHCA)
_____
_____
_____

Leadership

Briefly describe:

1. Administrator's philosophy working to inspire, support, and develop staff professionally.
   _____
   _____
   _____
   _____
2. How administrator problem solves concerning Resident and Family concerns.
   _____
   _____
   _____
   _____

Management

1. Briefly describe duties and responsibilities
   _____
   _____
   _____
   _____
2. Describe a new policy or program that administrator effectively implemented
   _____
   _____
   _____
   _____

Program Promotion

1. Briefly describe how administrator met program goals

   _____
   _____
   _____
   _____

2. Provide examples how administrator met strategic goals

   _____
   _____
   _____
   _____

List administrator's individual and professional awards, certifications, and accreditation

_____
_____
_____

Why do you feel this nominee is deserving of this award?

_____
_____
_____
_____
_____

Please include short biography and picture of nominee on separate sheet of paper.

Name and title of person making nomination:

_____

PLEASE RETURN BY May 16, 2017

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