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 inaugural 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@eticahealth.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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