



Subject: Chapter Leader Award

Effective Date: July 2011

Approved by: APIC SNJ Board of Directors

Revision Dates:

POLICY: The APIC SNJ Chapter Leader Award (previously referred to as Distinguished Service) may be presented to an APIC SNJ member each year. The nomination and award process will be led by the Nominating Committee and the name submitted to the Executive Committee of the Board of Directors.

PURPOSE: To annually recognize an individual APIC SNJ member who has made significant contributions to the profession of infection prevention and control practice and to APIC SNJ.

PROCEDURE

Eligibility

- 1 The applicant must be a current APIC-SNJ member with a minimum of five years membership in APIC.
- 2 Current APIC SNJ Board members, officers, and committee chairs are eligible.
- 3 Committee members may be nominated.
- 4 Applicants may not have received the award in previous 10 years.

Nomination

- 1 An applicant may be nominated by any APIC SNJ Board member, officer, and committee chairs, but no applicant may nominate himself or herself.
2. Deadline for the nomination letter to be sent to the APIC SNJ Board is February 1st of each year.

Selection Process

- 1 The APIC SNJ past president will facilitate the judging and award process.
- 2 The nomination names will be reviewed by the APIC SNJ Nominating Committee.
- 3 The Committee will recommend a winner to the Executive Committee of the Board.

- 4 The award winner will be approved by the APIC SNJ Executive Committee of the Board.
- 5 In any given year, there may be no awards given.
- 6 The Chair of the Nominating Committee will nominate this recipient to the National APIC awards selection committee to be considered for a National Chapter Leadership Award. See the National APIC website for nomination form and instructions.
7. If the APIC SNJ Chapter Leader award recipient is selected for a national chapter leader award, APIC SNJ will award the recipient early registration to the current year National Conference in order to attend the Awards Luncheon. If unable to attend, funds will be forfeited.