



Purpose, Eligibility and Criteria Guide

Tribute to Excellence Award

Purpose:

Designed to honour and recognize the excellence, dedication and service of those professionals (CHIMA member or non-member), who have enriched the HIM profession, and have made significant and sustained contributions to CHIMA and or the HIM profession.

This award is intended to be the highest level and the only award bestowed by CHIMA at the National level.

This designation should recognize the contribution of an individual per se, rather than that of an individual representing the accomplishments of many.

Note: This award may be presented to one or a maximum of two person(s) per year, and is not intended to be awarded posthumously, unless directed by the CHIMA Board of Directors.

Recipients of the award receive one free year of CHIMA membership (Certified for certified members, or Affiliate for non-CHIMA members).

Eligibility:

Currently a CHIMA member in good standing for a minimum of five consecutive years or currently a non-CHIMA member and has professionally and significantly contributed his/her skills, knowledge and expertise in supporting CHIMA and or the HIM profession.

This award must be nominated by a CHIMA member in good standing and the **nominator must have the following before proceeding to the online nomination process:**

- nominee must consent to his/her nomination
- **The following documents are required to be uploaded during the online nomination process, as one single PDF document.**
- must have two letters of support from CHIMA members in good standing (documentation submitted must support the criteria for this award)
- the nominee's resume must accompany the nomination and should support the criteria for this award.

Important:

Please ensure the Letters of Support, and the Nominee's resume, clearly depicts and highlights how the nominee has met the eligibility criteria, by providing examples, for this prestigious award. The Pinnacle Award Scoring Committee references both the letters of support, as well as, the nominee's resume during the award scoring process.

Criteria:

The nominee must have three years of cumulative and exceptional contributions of excellence which may include, but is not limited to any of the following:

- active involvement and/or enhancements to CHIMA's, governance structure & related committees/task teams etc.
- active involvement, significant contribution, advocacy for and/or enhancement related to CHIMA's Mission, Vision, Strategic directions, priorities, projects/initiatives on behalf or for the CHIMA organization, or the HIM profession/industry nationally and/or internationally
- specific enhancements and or services to the CHIMA Chapter model, structure services and mandate
- active advocacy for the profession, marketing the profession and/or the association
- contributions to education
- presentations at local, chapter, national, international and continuing professional education events and activities
- contributions to CHIMA initiatives and research support to evolving roles in the workplace
- contributions to the development of content for CHIMA, HIM profession and industry related articles, PPBs, publications, textbooks, etc. evidence of leadership qualities that inspire, motivate, encourage, mentor and/or support others.

Volunteer of the Year Award

Purpose:

Honours a CHIMA Chapter Member who has made a significant and meaningful contribution to the delivery of the Chapter Committee mandates, services, or efforts, and or its members through volunteer efforts.

This award is bestowed by each CHIMA Chapter and shall be presented to one recipient per year per Chapter. This award can be awarded posthumously.

Eligibility:

Nominee must be a CHIMA member in good standing, and this award must also be nominated by a CHIMA member in good standing.

This award must be nominated by a CHIMA member in good standing and the **nominator must have the following before proceeding to the online nomination process:**

- nominee must consent to his/her nomination

The following documents are required to be uploaded during the online nomination process, as one single PDF document.

- must have two letters of support from CHIMA members in good standing (documentation submitted must support the criteria for this award)
- the nominee's resume must accompany the nomination and should support the criteria for this award.

Criteria:

The nominee must have exceptional contributions in volunteerism, which may involve:

- active involvement as a member of CHIMA Chapter committees, task teams etc., and or involved in Chapter activities, events, communications, authorship, networking, continuing education, at the local Chapter level for a minimum of two years
- specific enhancements to the delivery of services for a CHIMA Chapter and or its members
- significant contributions to the HIM field of practice within the CHIMA Chapter.

Graduating Student of the Year Award

Purpose:

Honours a graduating student from a CCHIM accredited HIM Program in the final month of their final year. A student member who demonstrated outstanding academic achievement and leadership at the time of being a student, and displays excellent work ethics that embody the Mission, Vision and Values of CHIMA.

Each CHIMA Chapter bestows this award. Each Chapter will be required to support the CCHIM-accredited HIM Program within their Chapter (along with distance education programs).

This award shall be presented to one recipient/graduating student per graduate year; ideally, this award would be presented during a program's year-end ceremony. This award can be awarded posthumously.

Eligibility:

Nominee must be a graduating student of a CCHIM accredited HIM program and CHIMA student member in good standing. A Program Coordinator, faculty member, must nominate the nominee or Practicum Supervisor affiliated with the HIM Program. The nominee must consent to his/her nomination.

Criteria:

The nominee must demonstrate academic excellence, commitment, awareness and advocacy of the HIM profession, which may involve exhibiting the following attributes:

- commitment
- leadership
- professionalism