National Health Care Facilities & Engineering Week
Celebrate – It Only Happens Once a Year!

Take time during National Health Care Facilities & Engineering Week to recognize yourself and the members of your team for all they do every day to optimize the health care physical environment. Following are some ways to increase the visibility of your staff and recognize them for their outstanding contributions. Help us keep this list growing. Send your ideas and suggestions to ASHE at ashe@aha.org.

Provide National Health Care Facilities & Engineering Week items.
Provide staff with National Health Care Facilities & Engineering Week and/or ASHE logo items to wear during the entire week. This is a perk for your staff and it increases their recognition as members of an important team.

Sponsor a lunch or breakfast for the facility.
With the National Health Care Facilities & Engineering Week as the theme, you can recognize your staff and promote a better understanding of who you and your staff are and the duties they perform.

Hold an open house.
Invite staff and visitors for a tour of your department. Create an album of pictures that show your department at work.

Create a trivia game.
A fun way to educate your peers about the job you do and the role your department plays is a trivia game. Throughout the week, ask a different question concerning your department and your facility. Announce the winner in your employee newsletter.

Sample questions:
- How many watts of electricity does your facility consume in a day?
- How long does it take for the facility’s emergency power generators to kick on?
- How many square feet of total space does your facility have? If you are a multi-facility organization, think about including the square footage of each facility.
- What does OSHA stand for?
- How many fire drills is the facility required to conduct during a 12-month period?

Invite guests to visit your department.
Ask your CEO or vice president to come to your department and discuss some of the issues that face health care. As part of the presentation, include a thank you to the staff.

Promote the work of your department.
Design a banner to publicize National Health Care Facilities & Engineering Week. Place the banner at the entrance to your facility. Another alternative is to purchase the official ASHE posters and place them throughout your facility.
Recognize your staff.
Develop a special recognition program for your department. Honor an employee monthly or quarterly. Create a display that explains the person’s job function. During recognition week, display all staff recognized during the previous year.

Contact your local ASHE chapter.
Work with your local chapter to honor outstanding members for their contributions to the field of health facility and engineering management. Work together as a chapter to do a community service project in honor of the week.

Get the word out beyond your facility.
Involve your marketing and public relations department to promote National Health Care Facilities and Engineering Week both in the facility and in your local community. Obtain a mayoral proclamation. Forward a press release to local newspapers with quotes from you and your staff on the importance of the duties you and other health care engineers perform.

Celebrate on social media.
Post photos and comments using the National Health Care Facilities & Engineering Week hashtag (#HealthEngWeek), and share your experiences with ASHE. Follow @ASHEAHA on Twitter, or connect with ASHE on Facebook at facebook.com/asheaha.