



## Excellence in Health Care Facility Management Award

**Application will open on February 1 and close on April 1 with notification happening in early May.**

The Excellence in Health Care Facility Management Award is one of the highest honors given by the American Society for Health Care Engineering (ASHE), a professional membership group of the American Hospital Association (AHA). Recipients of the award exemplify how teams of facility managers and caregivers join together to identify an issue and create a proactive and viable approach that improves patient care and satisfaction through innovation in facility management operation.

### Award recipients receive

- A commemorative award presented at the ASHE Health Care Facilities Innovation Conference (HFIC)
- 1 (one) complimentary registration to attend the ASHE Health Care Facilities Innovation Conference (HFIC).
- 1 (one) complimentary year of ASHE membership
- Formal press release provided after the HFIC
- Recognition in ASHE communications during and after the HFIC

### Selection process

- Nominations will be evaluated by the ASHE Awards and Recognition Committee.
- Decisions made by the Committee are final pending approval by the ASHE Executive Committee

### Criteria

Complete the application in its entirety. All information provided will be used for the preparation of the award. Be sure that all information is accurate and that the application is signed. The preparer of the application must be an ASHE member in good standing at the time of application.

#### **Executive Summary (500 words maximum)**

*Provide a summary of the overall initiative. Be sure to address the following in your summary:*

- Overall purpose/goal of the initiative.
  - Identifies how performance is documented and measured to show mission level and financial impact.
  - Demonstrates a significant impact on patient care by facility operations and practices.
  - Provides sustainability and transferability of initiative.

- Describe how the individual or team worked together to achieve its goal.
- Describe obstacles encountered and how they were addressed.
- List patient-centered benefits gained from the initiative.
- Describe the financial implications to overall budget (positive/negative).

**Written Documentation (500 words maximum for each question)** Answer the following questions, providing a concise but detailed response to each question.

1. Describe how the individual or team initiative directly contributes to patient-centered goals at their organization.
  - a. Explain how the initiative has impacted operational efficiencies/processes.
  - b. Provide information relative to at least one of the following:
    - i. Sustainability/transferability of initiative to other health care facilities.
    - ii. Improvement/innovation in health care facility management practices.
3. Explain the metrics developed to support this project/initiative.
4. Provide information relative to each of the following, as appropriate.
  - How initiative has enhanced staff productivity/efficiency.
  - Overall impact initiative has had on employee recruitment/retention.
  - Contribution initiative has made to local health care community.
  - How initiative has improved accessibility to health care services.
  - How initiative uses technology to improve efficiency and quality.

### **Supporting Documentation**

*All submissions must include the following photos (JPG file)*

- One (1) color high resolution (300 dpi) photo of the team representative
- Four (4) photos of hospital building (outside/inside)

*You can include up to five (5) additional photos/visuals specific to the project, to include:*

<ul style="list-style-type: none"> <li>• Charts</li> <li>• Graphs</li> <li>• Photos</li> </ul>	<ul style="list-style-type: none"> <li>• Drawings</li> <li>• Floor plans</li> <li>• Maps</li> </ul>
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### **Letter from the CEO/COO**

- You must submit a letter from the health care organization/facility CEO/COO acknowledging and supporting the application and initiative.

### **Team Members**

- List up to six (6) team members to be recognized on the official Team Member Form.

### **Questions**

All questions regarding criteria, eligibility, or the application process must be in writing. Please send your questions to Erin Horng at [ehorng@aha.org](mailto:ehorng@aha.org).

**Disclaimer**

*ASHE reserves the right to revise/modify the application process, eligibility requirements, criteria or any other rules associated with this award program without prior notice.*



