American Association of Critical-Care Nurses
Circle of Excellence Awards

PRESIDENT’S AWARD FOR CHAPTERS

General Program Description for Chapter Awards
AACN chapters that have made a difference in the healthcare profession and their communities are chosen each year to receive AACN Circle of Excellence recognition awards. This awards program recognizes contributions and achievements that exemplify AACN’s mission, vision, and values, and applauds excellence.

Eligibility
- Open to active AACN chapters in good standing with officers who hold current AACN membership. Nominators for chapter awards must hold current AACN membership. For more information on chapters in good standing visit www.aacn.org/chapters.
- Chapter award nominees may not have received an award in the same category within the last 3 years. (For example, if your chapter received an award in 2012, you are eligible to receive an award in the same category in 2016.)

Submission Requirements
The following materials are required for a complete nomination and must be submitted at the same time.
- Completed Chapter Nomination Form
- Exemplar demonstrating how the chapter embodies the award criteria. Please be specific – your exemplar tells your story. Submit exemplar in Word format; limit length to 800 words, minimum font size 10 points. Be sure to include chapter name and at the top of each page.
- The complete packet of materials must be submitted by February 15, 2016.
- The complete packet should be sent electronically to awards@aacn.org.

The Fine Print
- All awards are conferred at the sole discretion of AACN. AACN reserves the right to substitute awards.
- Award recipients waive all possible legal claims against AACN arising from the selection of award recipients and the use or receipt of the awards.
- All applications, including supporting materials, become the property of AACN.
- Members of AACN and AACN Certification Corporation boards of directors, national office staff, the review panel and employees or members of sponsoring organizations may neither nominate someone nor receive the award.
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Chapter Nomination Form for
AACN President’s Award for Chapters

Chapter Name

Contact Person
First name    Middle initial    Last name

Mailing Address
City, State, ZIP

Phone
Work    Home

Email Address
Work    Home

NOMINATION CHECKLIST

☐ Completed Chapter Nomination Form

☐ Exemplar demonstrating how the chapter embodies the award criteria. Time frame for activities is July 1 through date of submission plus what is planned for remainder of the year (through June 30). The exemplar must be in Word format, no longer than 800 words, minimum font size of 10 points. Be sure to include your chapter name at the top of each page. Refer to guidelines for preparing exemplar on the next page.

The complete packet of materials must be submitted by February 15, 2016, and should be sent electronically to awards@aacn.org.
For additional information visit www.aacn.org/awards.
AACN PRESIDENT’S AWARD FOR CHAPTERS

Recognizes the chapters that best exemplify the association’s annual theme. Successful applicants will demonstrate how their chapter has exemplified the association’s theme throughout the year. Chapters will be evaluated on programs and activities that were completed from July 1 to date of submission and programs that are planned for the rest of the year (through June 30).

When you write your exemplar, consider including examples of how your chapter has incorporated the theme into communications, meetings, educational offerings and community service. You will be evaluated on what you present in your exemplar, so provide enough detail for the reviewers to get a clear picture of your chapter’s activities and plans. Contact AACN at 800/899-2226 or visit www.aacn.org/nti for this year’s theme.

Guidelines for preparing your exemplar

Try to be specific in describing your plans, activities and results. You may wish to address the following:

- Did your chapter incorporate the theme throughout activities during the year, rather than just applying it to isolated activities?
- Did your chapter effectively use the theme during chapter meetings?
- Did your chapter effectively use the theme (frequency, relevancy) in communications with members, including promotion of programs and educational events?
- Did your chapter effectively incorporate the theme into the content of educational programs and offerings?
- Did your chapter effectively incorporate the theme into community service activities?
- What outcomes, if any, did you achieve? How did incorporating the theme make a positive impact on the chapter, work environments, patients and/or the community?

Award

Up to $4,000 will be awarded to one or more chapters. Recipients of this award are selected by the AACN president.