

ADMINISTRATIVE PROFESSIONAL EXCELLENCE AWARD



HONORING THE LEGACY OF MIKELL ROSE BROWN

2022 CALL FOR NOMINATIONS

The Indiana Hospital Association recognizes outstanding personal achievement in support of the humanitarian and management goals of Indiana health care institutions.

IHA has established a new award to salute excellence in administrative professional service. It honors the legacy of Mikell Rose Brown, who set high standards of service to Hoosier hospitals as an IHA administrative assistant for 25 years.

CRITERIA

The recipient must meet the following criteria:

- Is employed by an IHA member hospital in an administrative support role
- Has contributed to the advancement of high-quality, efficient health care services in an Indiana community
- Has attained a high level of proficiency and personifies the hospital's values
- Has become, through relationship-building and work products, a role model for associates to emulate
- Consistently exhibits independent thinking and action, reliability, creativity, leadership, innovation, and versatility

PROCESS

- Nominations may be made by anyone affiliated with an IHA member hospital, not just a CEO
- Nominations must be received by September 1
- The award will be presented during the IHA Annual Meeting
- Nominees who are not selected may have nominations updated and submitted in future years
- The award may not be given each year
- Nominations should be emailed to **Molly Kelly**, IHA Member Engagement & Marketing Coordinator
- Nominators will receive confirmation that the nomination has been received

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2022 NOMINATION FORM

Return the nomination form and supporting documentation by **September 1** to Molly Kelly, IHA Member Engagement & Marketing Coordinator, at mkelly@IHAconnect.org.

Nominee	
Title of Nominee	
IHA Member Organization	
Years in Present Position	

Prior Positions in Hospital Field	
Year(s) with Title	Hospital Name and Location

Nominator	
Title of Nominator	
Email	
Phone	

Nominator: Please review the criteria for the award and provide details of how your nominee has met those criteria. Some examples include:

Has your nominee played a key or lead role in enhancing the quality, efficiency, or effectiveness of your organization? If so, please provide specifics.

Has your nominee been formally recognized, by your organization or outside entities, for outstanding ideas, service, deliverables? If so, please describe.

Which of your nominee's personal and professional qualities impress you the most, and why?

In addition to your narrative on how the nominee deserves statewide recognition for service excellence, you are encouraged to append additional documentation such as curriculum vitae, articles from in-house or community publications, citations, etc.