

## Plan Ahead

Successful applications take time to write and finalize. This Roadmap is intended to help in planning your application journey and breaking it down to month-by-month steps.

## Key Dates

Note the following key dates to stay on track:

- July 9, 2024 - Application Launch
- August 2024 - Quality Award Portal Opens
- ★ **November 14, 2024 - Intent to Apply Deadline**
- ★ **January 23, 2025 - Application Deadline**
- Summer 2025 - Silver Notifications

## Membership

The Quality Award Program is only open to AHCA/NCAL members. Ensure your membership is up to date and reflects the category you intend to apply for (ie. SNF, AL, or SNFAL).

## Resources

Along with the Application Packets, applicants are encouraged to use Silver level resources available on the [Quality Award Website](#), including the Silver Criteria Series.

Also, check out the [Silver Self-Assessment](#) and determine your centers readiness to apply for Silver.

## Silver Quality Award Workshops

Check with your local State Affiliate to see if they will be offering a Silver Quality Award Workshop, if so, register!



# 2025 Silver Roadmap



# 2025 Silver Roadmap



Begin your application journey here:

## JUNE



- Create an application writing team, include members from center leadership and staff.
- Ensure members of your team are connected to [ahcancaLED](#), the [Quality Award Portal](#), and [LTC Trend Tracker](#).

## JULY



- Download the [Silver Application Packet](#) and read it in its entirety.
- Download the [Silver Criteria Submission Template](#) to record your responses.
- Attend the [2025 Quality Award Program Kick-Off Webinar](#) to learn more about the application process.  
**July 9, 2024 at 2pm EST**

## AUGUST



Using the [Silver Criteria Series](#), complete your responses to the Organizational Profile - Category 1. Prepare your Category 1 results.

## SEPTEMBER



Using the [Silver Criteria Series](#), complete your responses to Category 2-3 and prepare the results for these categories.

## OCTOBER



Using the [Silver Criteria Series](#), complete your responses to Category 4-5 and prepare the results for these categories.



Attend the Silver Award How-to Intensive Session at Delivering Solutions 24 in Orlando, Florida.  
**October 6, 2024**

## NOVEMBER



Submit the Intent to Apply by **November 14, 2024, 8pm EST**



Review the Intent to Apply Email Series sent by the Quality Award Program for reminders, tips, and best practices.



Using the [Silver Criteria Series](#), complete Category 6 responses and prepare your Category 6 results.

## DECEMBER



Using the [Silver Criteria Series](#), complete Category 7 responses by compiling all the results you've gathered from each prior Category.

## JANUARY



- Review your draft application one last time to finalize.
- Submit your application and payment in the Quality Award Portal.  
**January 23, 2025, 8pm EST**

Questions? The Quality Award Team is here to help. Please contact us at [qualityaward@ahca.org](mailto:qualityaward@ahca.org)

# 2025 Silver Roadmap



## Post-Application Submission



### FEBRUARY 2025

Congratulate your team on completing the Silver application! Plan to discuss any opportunities for improvement identified while completing the application.

### SUMMER 2025

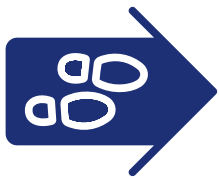
Award notifications and feedback reports are distributed.

- If you received the award, plan promotional activities and consider the next steps in your Quality Award journey.
  - Ensure you stay up to date on Recipient next steps [[Recipient Website link](#)]
- If you were not recommended for an award, review your feedback report to understand where the criteria was not met. Develop a plan to address these areas and to resubmit your Silver application in 2026.



### FEEDBACK REPORTS

Review your Feedback Report, paying close attention to the executive summary, action steps, strengths, and opportunities for improvement to develop an action plan and determine the next steps in your quality improvement and Quality Award journey.



### OCTOBER 2025

Attend Delivering Solutions 25, the AHCA/NCAL Convention & Expo and the Elevating Excellence Award Ceremony in October 2025.

