



AHCA Award Rules and Guidelines

Submission deadline for the AHCA Awards Program is May 31, 2024 at 11:59 p.m. EST. Award winners will be announced in the summer of 2024.

Please review the General Rules and Guidelines and Criteria sections before submitting your nomination.

General Rules and Guidelines:

- All applications must be submitted by May 31, 2024. Please note that the American Health Care Association (AHCA) has the right to extend the deadline.
- Nominees for the AHCA Leader of the Year and Noble Caregiver awards may be submitted directly to AHCA through Award Force [here](#). **In order to submit a nomination, you must create an account in Award Force.** State associations may establish their own rules and criteria to select an individual or community from their state for consideration in any category. Please check with your state affiliate for proper submission of all nominations.
- To be eligible for consideration, an individual nominated must be employed at an AHCA member facility or company that is a member in good standing with AHCA at the time of the nomination. All nomination forms received directly from long term care facilities or individuals will be verified with the appropriate state affiliate to ensure that all nominees are members in good standing.
- Nominees must have worked in a member facility for at least one year immediately prior to the nomination.
- All AHCA member facilities are encouraged to apply, including skilled nursing facilities, short and long term care facilities, Not for Profit (NFP) long term care providers, intellectual and developmental disabilities (ID/DD) residential services providers (including intermediate care facilities for individuals with intellectual disabilities (ICFs/IID), and other individuals who work in the long term care field, including direct care, education, research, and resident advocacy.
- Nominations may also come from AHCA members, AHCA staff, AHCA state affiliates, and other individuals who work in the long term care field, including direct care, education, research, and resident advocacy.

- All materials, essays and photos submitted become the property of AHCA/NCAL and may be used in its publications and websites. Submitted materials will not be returned to applicants.
- **A headshot of the nominee must be included. Please ensure that the nominee's headshot has a neutral background and they're not dressed in costume or theme attire. If the nominee is selected as an award recipient, it will be ONLY used for AHCA/NCAL promotional materials.**
- All incomplete nominations will be disqualified.
- AHCA reserves the right not to make a national award if few nominations are submitted for each category or if applicants do not meet award eligibility criteria.
- Previous winners of any category are not eligible to win the same award more than twice and are not eligible to win in consecutive years.
- All activities demonstrated by the nominee and used in the nomination must have been performed in compliance with applicable state and federal labor laws.
- Winners will be selected this summer and notified by AHCA. The state affiliate(s) and nominators will also be notified at the same time. The awards will be presented at [Delivering Solutions 24](#), AHCA/NCAL's 75th Convention & Expo in Orlando, Florida October 6-9, 2024.
- Once notified of their win, award recipients must provide a photo of themselves, if the photo submitted with the entry doesn't meet size and picture quality requirements.
- Winners may select one individual to attend Convention as their guest. The winners and their guests will each receive roundtrip airfare from their home city, per diem (\$100 per person per day), hotel accommodations for two nights, and Convention registration.

2024 AHCA Leader of the Year Award Criteria

This award recognizes an Administrator/Executive Director, Director of Nursing, or someone in a regional leadership position who demonstrates outstanding innovation, achievement, and capabilities in their provision of high-quality, person-centered care in a service-oriented culture in a long term care facility.

All administrators must be employed by an AHCA member facility in good standing at the time of the nomination. All nominees must meet the following criteria:

- Exhibits leadership, communication, and teamwork skills that are inherent in providing high quality care in the skilled nursing, ID/DD, or other LTC setting.

- Exhibits an active role in the facility's local neighborhood/community to enhance not only the lives of his/her residents, but to demonstrate facility's commitment to being a good neighbor and contributing to the overall welfare of the community.
- Is recognized by his/her peers as an exemplary leader and advocate of the residents and staff.
- Demonstrates success by leading his/her community to deliver outstanding person-centered care and achieving a heightened quality of life for residents.
- Displays integrity and a high standard of ethical behavior.
- Displays personal leadership and dedication to residents and staff.

Each nomination should be accompanied by a copy of the nominee's resume (copy and pasted directly into Award Force) and three essays outlining how the nominee meets and demonstrates the criteria into his/her daily routine. Each essay should be no longer than 500 words in length. A photo of the nominee must also be included.

2024 Noble Caregiver Award Criteria

This award recognizes frontline caregivers, support and office staff from any department for their contributions that lead to improved quality of life for the residents and create a better work environment for the facility's staff. This includes, but is not limited to, direct care staff from nursing (also includes CNAs), therapists, support/office staff, housekeeping, dietary, activities/recreation, laundry, and maintenance departments.

All nominees must be employed by an AHCA member facility in good standing at the time of nominations. All nominees must meet the following criteria:

- Contributes to the positive well-being of the residents and the morale in the facility's community.
- Demonstrates outstanding person-centered care and achieves a heightened quality of life for residents.
- Shows initiative and performs above and beyond the call of duty. Provides comfort to the residents, family members, and volunteers.
- Empowers the residents to achieve individual autonomy, dignity, and quality of life in their daily living.
- Has a positive, uplifting attitude.
- Displays leadership, integrity, and a high standard of ethical behavior.
- Shows respect for residents, co-workers, family members, and volunteers at all times.

Each nomination should be accompanied by three essays outlining how the nominee meets and demonstrates the criteria into his/her daily routine. Each essay should be no longer than 500 words in length.