

ACDIS CDI Professional of the Year award

Summary

The Association of Clinical Documentation Improvement Specialists (ACDIS) *CDI Professional of the Year* award is designed to recognize an individual who stands out as a consummate representative of the best attributes of a CDI professional. This professional embodies ACDIS' mission "to serve as the premier healthcare community for clinical documentation specialists, providing a medium for education, professional growth, program recognition, and networking," in contributions to their facility, local CDI and coding communities, the larger national Association, and the CDI profession globally due to his or her initiatives and work ethic.

It is the highest honor bestowed by the Association.

The *CDI Professional of the Year*:

- Serves as a role model and mentor to peers
- Demonstrates leadership in activities that contribute to the enhancement of the CDI profession
- Has affected visible change or improvement due to his or her initiatives
- Has taken meaningful steps to achieve continuous professional development in CDI
- Has made a difference in his or her facility and in the broader CDI community/profession

Criteria

To that end, nominees for the annual *CDI Professional of the Year* award should have:

- An active ACDIS membership
- Served at least five years as a CDI professional at the time of his or her nomination
- An active CCDS certification
- An active position within the CDI department or serving the CDI profession

Attributes

Additionally, nominees for the *CDI Professional of the Year* should:

- Adhere to the ACDIS *Code of Ethics* by (for example)
 - Following the 11 core ethical principles
 - Applying the core principles to daily activities
 - Describing the purpose of core principles to colleagues
- Actively engage with the ACDIS community by (for example)
 - Participating in quarterly conference calls
 - Contributing to discussions on the ACDIS Forum
 - Donating materials to share as ACDIS Resources
- Serve as a content matter expert by (for example)
 - Speaking at a local chapter or national event (ACDIS, AHIMA, AAPC, etc.)
 - Sharing his/her experience/expertise via ACDIS or other publications such as *CDI Journal*, ACDIS blog, etc.
 - Contributing to CDI-related books and/or online education
- Contribute to the advancement of the profession through volunteer efforts by (for example)

- Serving as a leader (or member of the leadership committee) for a local ACDIS chapter or networking group
- Serving on an ACDIS board or committee
- Serving on boards and committees related to CDI at one's own facility
- Support cross-disciplinary efforts to further understanding of CDI efforts by (for example)
 - Seeking opportunities for advanced learning within coding, CDI, quality, and other related fields
 - Obtaining additional certifications
 - Educating and mentoring peers

Performance

- Successful candidates for the *CDI Professional of the Year* award should also be able to demonstrate exemplary performance within their current role by (for example)
 - Demonstrating innovation and creativity in a challenging project or program
 - Exhibiting outstanding leadership/management skills (candidates need not be program managers to earn the award)
 - Fostering teamwork and collegial activities

Nomination considerations

The following questions are designed to assist the nominee and his/her colleagues in the submission process. The nominator will/should work in conjunction with the nominee to provide:

- Current job description
- Resume
- Minimum of three letters of recommendation (letters from colleagues, coding or other departments, and the executive level are not uncommon for this award)
- Supportive evidence of accomplishments (e.g., sample article, PowerPoint presentation, tip sheet, facility newsletter, etc.)

Evaluation considerations

All nominations will be evaluated by the Conference Committee. The committee will consider the following questions:

- What makes this nominee stand out from their peers?
- Does this nominee exemplify the ethical standards of the Association?
- Does this nominee advocate for the CDI profession and ACDIS?
- How has the nominee encouraged others to progress?
- What has the nominee done to promote or improve standards in their field?
- Has the nominee participated in a leadership capacity?
- What challenges has the nominee faced? How have they overcome them?
- Is the nominee involved with any related professional associations? If so, in what capacity?
- How does the nominee foster teamwork and good staff relations?
- How does the nominee go "above and beyond" to make a difference?

- How does the nominee support other professionals and implement the team concept in meeting goals?
- Is the nominee's CDI program innovative and/or does the nominee participate in innovative cross departmental CDI initiatives/programs?