

## ***ACDIS CDI Professional of the Year award***

### **Summary**

The Association of Clinical Documentation Improvement Specialists (ACDIS) CDI Professional of the Year award is the highest honor bestowed by the Association. It is designed to recognize an individual with a long-standing career in CDI 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 their initiatives and work ethic.

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:

- ACDIS membership
- Served at least 10 years as a CDI professional at the time their nomination
- CCDS certification
- An active position within the CDI department or in a role 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 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*
  - 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)

- Displaying innovation and creativity in a challenging project or program
- Exhibiting outstanding leadership/management skills (note: 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:

- Resume
- Supportive evidence of accomplishments (e.g., sample article, PowerPoint presentation, tip sheet, facility newsletter, etc.)
- Optional letter(s) of recommendation (letter[s] from colleagues, coding or other departments, and the executive level are not uncommon for this award)

### **Evaluation considerations**

All nominations will be evaluated by the Events 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 has he/she 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 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 cross-departmental CDI initiatives/programs?