ACDIS *Diversity in CDI* award

Summary

The Association of Clinical Documentation Improvement Specialists (ACDIS) *Diversity in CDI* award recognizes those organizations whose CDI departments are going above and beyond with creating a diverse and inclusive workplace.

The *Diversity in CDI* award honors an organization that:

- Promotes diversity and inclusion of all cultures, races, ethnicities, sexual orientations, gender identities, abilities, ages, and education backgrounds in the workplace
- Ensures that all team members feel valued, empowered, and welcomed
- Advocates for the basic tenets of CDI across disciplines
- Strives for the continuation of inclusivity within the department and overall organization
- Improves recruitment and retention in the CDI department and promotes an even playing field for all qualified professionals

Criteria

To that end, nominees for the annual *Diversity in CDI* award should:

- Have a dedicated CDI team
- Be part of a hospital system or provider-focused CDI program
- Be able to explain what makes their CDI department diverse and why the award is deserved
- Be making active, continuing efforts for promoting and holding diversity and inclusion within the program

Attributes

Additionally, nominees for the *Diversity in CDI* award should:

- Adhere to the ACDIS *Code of Ethics* by (for example)
    — Following the core ethical principals
    — Applying the core principals to daily activities
    — Describing the purpose of core principals to colleagues
- Contribute to the advancement of diversity and inclusion in the profession by (for example)
    — Seeking diverse applicants for open CDI positions
    — Promoting diverse hiring practices within the overall organization
    — Participating in conversations about diversity and inclusion within the larger CDI community
    — Providing diversity and inclusion training as part of the onboarding process
- Demonstrate measurable achievements resulting from inclusion efforts by (for example)
    — Increasing the hiring and retention of those from minority groups
    — Implementing policies to report discrimination
    — Holding those from minority groups in leadership positions

Nomination considerations

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

- A description of what makes the CDI program diverse
- Examples of what the department does to promote diversity and inclusion
- Any official training or policies related to diversity and inclusion

- An explanation of why the organization deserves this award
- Supportive evidence of accomplishments (e.g., supportive program data, sample articles, PowerPoint presentations, tip sheets, facility newsletters, etc.)

Evaluation considerations

All nominations will be evaluated by the Diversity and Inclusion Task Force. The committee will consider the following questions:

- What makes this nominee stand out from their peers?
- What makes this organization diverse?
- What is this organization doing to show inclusivity of all is of utmost importance?
- What material improvements has the organization made in terms of diversity and inclusion?
- Does this nominee exemplify the ethical standards of the Association?
- How has the nominee encouraged others to progress?
- 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" in the CDI industry 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 participate in innovative cross departmental CDI initiatives/programs?