

Alpha Eta Society Richard E. Davis Award Policy and Procedures

Policy: Achievements since induction into Alpha Eta will be awarded for leadership, scholarship, and service and may be presented annually to members of the Nu Sigma Upsilon Chapter of the Alpha Eta Society.

Procedures:

1. Awards committee will announce the opening of nominations through a blast email to Alpha Eta membership in January of the award year directing members to the nomination form on the Alpha Eta website
2. Awards committee will review and assess all nominations. Nomination period is from **February 1 to May 30.**
 - a. Applications will be reviewed during June
 - b. In July, the awards committee will present the final slate of nominees who meet the award criteria to the Executive Committee.
3. The Executive Committee will select final awardees **by August 1st**
4. President of Alpha Eta will announce the winners to membership and extend invitation to awardees to attend the PPCHCS Award Ceremony during which their accomplishments will be acknowledged.

Nominations:

1. Any Alpha Eta member can nominate another member for an award
2. A member can self-nominate
3. A nominee must have been a member of the Chapter in good standing for a minimum of one year
4. Nominations must be for new achievements if nominee has received an award in previous year(s)
5. **Nominations will open each February and close by end of May**
6. **Final awardees will be selected by August 1st**

Award Presentations:

1. Awardees will be invited to attend and receive acknowledgement at the PPCHCS award ceremony in August.
2. An individual can only receive one award in any of the three categories (leadership, scholarship, service) per 5-year period
3. An individual will be eligible for one award in a given year

Award:

1. Award recipients will receive an individual award plaque and a \$500 monetary award.
2. Award recipients' names will be added to a permanent plaque to be displayed in the Dr. Pallavi Patel College of Health Care Sciences in Davie, Florida
3. Announcements will be submitted to professional journal(s) related to the awardee's profession and other venues when appropriate.