

**DFW CMSA
Case Manager of the Year
Nomination Criteria**

The nominee must provide all information requested within the criteria in a typewritten format with substantiating documentation where required. Materials must be bound in a three-ring binder and forwarded to the previous year's CMOY recipient thirty (30) days prior to the Annual Educational Conference. (Possible 100 points)

Minimum criteria (required):

- Type “A” membership in good standing for two (2) years at the time of nomination
- At least one (1) national healthcare related license/certification at the time of nomination
- Nominee is currently actively managing cases
- Current curriculum vitae

Professional criteria (required):

- Licensed in a clinical professional field of healthcare
- Hold a “Certified Case Manager (CCM)” designation
- Demonstrate at least three (3) years of current case management experience
- Three (3) letters of recommendation for the award explaining why the candidate should receive the recognition of CMOY

Distinguished service (possible 30 points):

- Current or past DFW CMSA officer (titles & dates of service)
- Current or past DFW CMSA Board member (dates of service)
- Current or past DFW CMSA committee chairperson (committees & dates of service)
- Current or past DFW CMSA committee member (committees & dates of service)
- Current or past national CMSA officer or Board member (titles & dates of service)
- Current or past national CMSA committee chairperson or committee member (committees & dates of service)

Excellence in Case Management practice (possible 70 points):

- Enhances the practice of case management through specific contributions to the profession
- Significantly and positively impacts the practice of case management in a particular setting
- Develops new & innovative management approaches to commonly recognized barriers to effective case management practice
- Exceeds usual expectations in the supervisory or management of case managers
- Exceeds usual expectations in the delivery of case management services to clients resulting in improved transitions of care, improved outcomes and cost efficiency
- Significantly impacts effective communication with other professional healthcare groups
- Is generally recognized in a specific area of case management practice as upholding the highest ethical & professional standards