

Please help us recognize outstanding employees!



- Form must be completed in entirety to be considered.
• Then submit to the campus Executive Director or HR Director, who should ensure accuracy (of employee's full name and title) before submitting to christine.wasserman@commonspirit.com.

PLEASE PRINT OR TYPE ALL INFORMATION BELOW

Date: _____ Your name: _____

Email address: _____ Your telephone number: _____

Please check one:

_____ Employee / Your title: _____

Your campus (OR home office department): _____

_____ Resident

_____ Family member/friend of resident/other

Employee you are nominating (PRINT OR TYPE): _____ (First and Last Name)

Their title: _____

Campus: _____

Specific reasons the nominee should earn this award:

1. Value/s this employee routinely demonstrates:

_____ Compassion _____ Inclusion _____ Integrity _____ Excellence _____ Collaboration

2. Describe a SPECIFIC example/incident of how this employee demonstrated the above value/s:

Four horizontal lines for describing the specific example/incident.

(Use back of form if more space is needed.)

FOR OFFICE USE ONLY--ED and HR DIRECTOR*: My signature below verifies all information above is accurate (i.e., the spelling of the nominee's name, plus title). Once you sign, please submit to christine.wasserman@commonspirit.com.

Check one:

_____ Yes, this employee is in good standing AND I approve their nomination.

_____ No, I do not approve this employee's nomination.

Executive Director: _____ (Print Name) HR Director _____ (Print Name)

(Your Signature) (Your Signature)

Date: _____ Date: _____

* Both signatures must be obtained before submitting by deadline, unless either of the positions is currently open.