

Davis Chapter Management System Award And Recognition Program

The Davis Chapter Management System awards and recognition program provides incentives and recognition of chapter activities to highlight and reward exceptional results. This recognition can be a source of pride and achievement and a challenge to chapter leaders. Recognition is based primarily on the results achieved by the chapter.

The Davis Chapter Management System Award and Recognition Program should:

- focus chapters on important activities that add value for members or the Association,
- incent “state of the art” value to members and encourage chapters to stay relevant,
- incent collaboration with other organizations and chapters,
- communicate the value of the awards to the membership,
- require a “stretch” achievement,
- encourage innovation and improvement,
- include published guidelines and criteria so there are no surprises to chapter leaders,
- provide published results and offer two-way communication between chapter leaders and judges, and
- incent the right efforts and results yet still meet an achievement need for individuals.

The four award groups are:

The Award of Excellence for Education

The Awards of Excellence for Education recognize chapters that achieve outstanding performance in educational programming.

The three-tiered award includes:

- The Sister Mary Gerald Bronze Award
- The John M. Stagl Silver Award
- The Charles F. Mehler Gold Award

The C. Henry Hottum Award for Education Performance Improvement

The Education Performance Improvement Award recognizes chapters that have achieved a significant increase in education performance from one year to the next.

The Robert M. Shelton Award for Sustained Excellence

The Shelton Award recognizes demonstrated excellence over a five-year period.

The Helen M. Yerger Special Recognition Awards

The Special Recognition Awards recognize chapters for outstanding effort and excellence in programs, services, and administration.

The Awards of Excellence for Education

- The Sister Mary Gerald Bronze Award
- The John M. Stagl Silver Award
- The Charles F. Mehler Gold Award

Purpose

The purpose of the Awards of Excellence for Education is to recognize chapters that achieve outstanding performance in educational programming. It provides tiered recognition of chapters that perform at levels above the average of HFMA chapters.

Eligibility

Chapters that meet all charter requirements for the year are eligible.

Criteria

The Awards of Excellence for Education will be awarded to chapters based on the actual registrant hours per member delivered by the chapter during the year. The last five years of data from all chapters will be used to calculate the 15% trimmed mean and standard deviation used to set the National award standards.

- To achieve the Sister Mary Gerald Bronze Award, chapter registrant hours per member must be greater than the 15% trimmed mean and no more than 0.5 standard deviation above the trimmed mean.
- To achieve the John M. Stagl Silver Award, chapter registrant hours per member must be greater than 0.5 standard deviations above the 15% trimmed mean and no more than 1.5 standard deviations above the trimmed mean.
- To achieve the Charles F. Mehler Gold Award, chapter registrant hours per member must be greater than 1.5 standard deviations above the 15% trimmed mean.

Standards

The annual numerical standards for each of the award levels shall be established by management, and communicated to chapters as soon as practicable following the end of the program year but no later than June 1. (The standards are established at the start of the year in which they apply.)

Participation

No submission or documentation is necessary to receive this award. All chapters who have met the charter requirements will be considered for this award.

Number of Awards

There is no limit to the number of chapters that can receive the Awards of Excellence for Education.

Award Announcement

The winning chapters will be announced and recognized at the Annual Chapter Presidents Dinner and Meeting during the Annual National Institute in June.

The C. Henry Hottum Award for Education Performance Improvement

Purpose

The purpose of this award is to recognize chapters that have achieved a significant increase in educational performance from one year to the next.

Eligibility

All chapters that have met all charter requirements are eligible.

Criteria

- The C. Henry Hottum Award for Education Performance Improvement will be awarded to chapters for the exceptional growth in registrant hours over the last year.
- The last five years of all chapter data will be used to calculate the mean and standard deviation used to set the National award standard.
- To achieve the bronze award, the chapter's percentage increase in registrant hours from the previous year must be greater than the mean and no more than 1.0 standard deviation above the mean.
- To achieve the silver award, the chapter's percentage increase in registrant hours from the previous year must be greater than 1.0 standard deviation above the mean and no more than 2.0 standard deviations above the mean.
- To achieve the gold award, the chapter's percentage increase in registrant hours from the previous year must be greater than 2.0 standard deviation above the mean.

Standard

The annual numerical standard for this award shall be established by management, and communicated to chapters as soon as possible following the end of the program year but no later than June 1. *(The standards are established at the start of the year in which they apply. The same standard is applied regardless of chapter size)*

Award Announcement

The winning chapters will be announced and recognized at the Annual Chapter Presidents Dinner and Meeting during the Annual National Institute in June.

The Robert M. Shelton Award for Sustained Excellence

Purpose

The purpose of this award is to recognize those chapters that demonstrate sustained excellence, over a five-year period, in the provision of services to members that meets their quality requirements and contributes to the growth of the Association's human and financial resources.

Eligibility

- Chapters that have met the charter requirements in each of the prior five years are eligible.
- Chapters that win this award are not eligible to win the award for the following five years.
- Chapters do not need to apply for consideration — all chapters who met charter requirements will be considered.

Criteria

The judges will review the chapter performance data collected through the Davis Chapter Management System and the data collected from previous years through the Graham L. Davis program. Judging criteria include service to members through activities with emphasis on:

- quality and variety in educational programs
- high performance in relation to other chapters
- steady growth in membership
- quality of chapter management practices
- quality of member communications
- competency in pursuing and achieving cooperative efforts with other chapters and other organizations.

Limits

There are no limits to the number of chapters that may win this award.

Judging

The chairman of the HFMA Board of Directors appoints a five-member committee of judges to determine award winners. This committee includes at least three former HFMA board chairpersons and two members representing currently ineligible winners.

Award Announcement

The winning chapter(s) is announced and recognized at the Annual Chapter Presidents Dinner and Meeting during the Annual National Institute in June.

Robert M. Shelton Biography

Bob Shelton, FHFMA, CAE, began his association with healthcare in August, 1949, when he took the position of controller at Mercer Hospital in Trenton, New Jersey. During the next year, he joined the American Association of Hospital Accountants (AAHA), later to be known as HFMA. Bob was elected the first President of the New Jersey Chapter in January, 1955. In 1957 Bob was elected first Vice President of AAHA, and he worked closely with President Henry Hottum of Memphis to implement Association programs. In June, 1958, Bob began his own term as President. He was among 19 who had passed the first Fellowship examination the previous year. In June, 1959, Bob accepted the position of Executive Director of AAHA which had 3,200 members in 58 chapters. During Bob's tenure in this position, the Association underwent many changes and advancements. In 1971, Bob Shelton received the Frederick C. Morgan Award, the Association's highest award for individual achievement. In 1978, all significant changes in the structure of HFMA were implemented, and Bob became one of three Vice Presidents.

Bob Shelton's retirement on May 31, 1981, marked the end of an era in the Association. He was on the staff for 22 years. During this period, a small group of hospital accountants expanded into a respected and influential professional organization in excess of 20,000 hospital financial managers.

On his 20th anniversary of service with the Hospital Financial Management Association, and in recognition of his exemplary service and meritorious contribution to HFMA, its members, chapters, and Board of Directors established the Robert M. Shelton Award for Sustained Chapter Excellence.

This award is presented each year to the single chapter judged as displaying exemplary service to members over a sustained period of the immediate past five years. The award, in the form of a beautiful traveling trophy, was unveiled in 1979 and was presented for the first time in 1980.

Chapters do not need to apply for consideration — all chapters are eligible. Judging is based on information submitted under the Graham L. Davis Chapter Incentive Program. Reports for the five-year period (including the Highlight Reports) are reviewed by the judges, along with other statistical data (including number of Founders Award recipients, Fellows and CMPA's,

net membership growth, awards earned and so forth). Judging criteria include service to members through chapter activities with emphasis on:

- Quality and variety in educational programs.
- High performance in relation to other chapters.
- Steady growth in membership.
- Quality of chapter projects.
- Quality of member communications and Membership Directory.
- Competency in achieving cooperative effort with state or metropolitan hospital associations.
- Competency in pursuing cooperative efforts with other chapters in the region.

The Helen M. Yerger Special Recognition Awards

Purpose

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The Helen M. Yerger Special Recognition Awards recognize chapters for outstanding performance achieved by excellent efforts in programs, services, and administration. Multi-chapter submissions are allowed and encouraged in all categories.

Eligibility

Chapters must meet all charter requirements to be eligible for an award.

Criteria

All Helen M. Yerger Special Recognition Awards will be reviewed against the following criteria:

- Need identification 20 points
- Goals & Objectives 10 points

- Methodology 20 points
- Evaluation 10 points
- Results 40 points

Those chapters who receive 75 points or more will receive Helen M. Yerger Special Those chapters who receive 75 points or more will receive Helen M. Yerger Special Recognition Awards. There is no categorical or chapter limit to the number of awards that will be given.

Participation

Participation for the Helen M. Yerger Special Recognition Awards is voluntary.

Categories

Education

Recognizes a singular educational program

Member Communications

Recognizes a chapter’s overall member communications program, including newsletters, news briefs, hotlines, audio/video, and electronic communications

Advocacy

Recognizes regional, local, and National advocacy efforts and results

Membership Recruitment and Retention

Recognizes the plan, process, results, and innovation of the chapter’s membership recruitment and retention process

Collaboration

Recognizes a collaborative effort with another organization outside of HFMA

Innovation

Recognizes an innovative program, service, or project

Member Service

Recognizes excellence and results in a singular program, service, or project

Improvement

Recognizes significant improvement in a program, service, project, or overall chapter efforts

HFMA Life Membership Awards

There are two different life membership awards available to HFMA members — ***National Life Membership*** and ***Chapter Life Membership***. Although both types of awards include exemption from all further HFMA dues, the awards have different criteria and different eligibility requirements. In addition, ***National Life Membership is a member classification, while a Chapter Life Member retains his/her previous member classification (Regular or Advanced) with all the rights and privileges of that former classification.***

National Life Membership

A National Life Member (not to be confused with Chapter Life Member) is a Regular or Advanced Member upon whom life membership has been conferred by the National Board of Directors. To be considered, the member must have served as a National HFMA Officer or Director or as a member of a National HFMA committee. National Life Membership is conferred to recognize meritorious service to HFMA or an outstanding contribution to the healthcare financial management profession. A National Life Member is exempt from all further dues and assessments. This status may not be conferred on a member while serving as an elected Officer or Director of National HFMA.

Chapter Life Membership

Chapter Life Membership may be conferred on a member to recognize outstanding accomplishments and contributions to a chapter. When an HFMA member in good standing fully retires, or reaches the age of 70, the chapter with which the member has been affiliated may recommend that Chapter Life Membership be conferred on the member. Since conferral of Chapter Life Membership requires the review and approval of the National Board of Directors, the following procedure should be followed by the chapter:

1. The member must be an active member in good standing who has fully retired from employment, or who has attained the age of 70. This step may involve the chapter president working with HFMA’s Membership & Chapter Services staff and with the individual.
2. The chapter’s board of directors must act to recommend conferral of Chapter Life Membership on an individual.

3. The chapter president should write a letter to the Manager, Member Service Center (a) confirming chapter board action; (b) highlighting the individual's biographical information as to why the chapter is recommending Chapter Life Membership; (c) enclosing a chapter check for \$175.00 covering five years of retired dues (\$35.00 per year); and (d) recommending that HFMA's Board of Directors approve the conferral of Chapter Life Membership.

If approved by the National Board, the chapter president will be notified and a Chapter Life Member certificate will be processed and sent to the chapter president. The chapter may then arrange to present the certificate to the individual at a subsequent chapter meeting.

The Chapter Life Member is exempt from all further dues. An invoice (showing no money due) will be sent to the Chapter Life Member each year in order to keep HFMA's member information current.

Alabama Chapter Life Membership Award Recipient

Milton O. Booth

Healthcare Financial Management (HFM) Article Awards

HFMA presents the Helen M. Yerger/L. Vann Seawell award(s) for the best HFM journal articles. The award is named for two persons who have contributed greatly to Association service and to HFMA's publishing efforts.

Helen M. Yerger was secretary/treasurer of the Association in 1949. Yerger, who died in 1965, has been called the "founding mother" of the Association. Her volunteer efforts in the early days of HFMA helped to manage the Association and build membership.

L. Vann Seawell, professor of accounting, the Graduate School of Business, Indiana University, Bloomington, Indiana, is the author of many textbooks and literature in healthcare finance.

This award was established in 1983 to honor authors with a certificate for their special contributions to professional literature and for their skills in writing and research.

Each year a select judging committee named by HFMA's Chairman reviews and evaluates all HFM feature articles published in the most recent membership year and selects the winners. Results are announced in June.

Founders Merit Award Series Description

The Founders Merit Award Series, launched in 1960 with the William G. Follmer Award (now the Follmer Bronze), was created to recognize individual HFMA members for meritorious service at the chapter level. The Robert H. Reeves and Frederick T. Muncie Awards (now the Reeves Silver and Muncie Gold) were developed during the next nine years to recognize increasing levels of chapter service. In 1986, a fourth award, the Founders Medal of Honor was added, along with categories of points for national service to HFMA. The Founders Merit Award Series was revised in April 2004, returning to its core purpose of recognizing Chapter volunteer activities. Through the series, HFMA members are rewarded for their contributions of time and effort, without which chapter growth and success would not be possible.

Each of the first three awards is part of a merit rating plan in which specific volunteer activities are assigned a range of point values. When the number of points earned by a member reaches 25, the Follmer Bronze Award is presented. When a 50 points are earned, the Reeves Silver Award is presented. Members who earn a 100 points are presented with the Muncie Gold Award. Each award consists of an appropriately inscribed plaque, presented at a chapter institute each year. The award that will be presented is determined by the number of points the member has accumulated through services at the chapter level. Regulations governing attainment of each award are the same.

The fourth award, the Founders Medal of Honor, is not based on the point system, but is conferred by nomination of the chapter Board of Directors. To be eligible, a member must have a minimum of three years of service since earning the Muncie Gold Award, have provided significant service at the chapter and/or national level in at least two of those years, and currently be a member in good standing.

Points are accumulated and accounted for on an annual basis — using the June-May membership year.

2009-10 HFMA Founders Merit Award Program: Overview and Points (Revised May 13, 2005)

Background: The Healthcare Financial Management Association (HFMA) recognizes that its strength lies in volunteers, who contribute their time, ideas, and energy to serve the healthcare industry, their profession, and one another. Active participation in HFMA at the national, regional and/or chapter levels provides members with numerous opportunities for professional development, information, networking, and advocacy. Established in 1960, the Founders Merit Award Series acknowledges the contributions made by HFMA members. These awards are part of a merit-rating plan in which specific activities are assigned a range of point values.

The Founders Merit Award Series was revised in April 2004, returning to its core purpose of “Recognizing the Volunteer in You”. Point categories were adjusted to reflect volunteer activity only - eliminating the accumulation of points for membership and educational attendance. Corresponding point allocations and award levels were simultaneously adjusted.

HFMA encourages continuous active participation at the local and national levels. Therefore, the point system and award levels have been established to promote continuous active participation in HFMA

The Awards

The **William G. Follmer Bronze Award** is awarded after an individual has earned 25 (formerly 100) member points. This award is named after William G. Follmer, who is credited with the creation of the American Association of Hospital Accountants (AAHA) (now HFMA).

The **Robert H. Reeves Silver Award** is awarded to an individual who has earned 50 (formerly 200) total member points. Reeves, an organizing member of the AAHA, was elected president of AAHA in 1956 and was instrumental in creating the structure of AAHA.

The **Frederick T. Muncie Gold Award** is presented to a member who has earned a total of 100 (formerly 300) member points. This award honors Frederick T. Muncie, an organizing member of the AAHA, and the first president of the association (1947-1949). Muncie also assisted in the organization of the first AAHA chapter (First Illinois).

The **Founders Medal of Honor** was added in 1986 and is conferred by nomination of the Chapter Board of Directors. This prestigious award recognizes an individual who has been actively involved in HFMA for at least three years after earning the Muncie Gold Award, has provided significant service at the chapter, regional and/or national level in at least two of those years, and remains a member in good standing. A chapter may nominate members for this award at any time during the year.

Note:

- Points earned by members during the prior fiscal year are reported by the Chapter’s Founders Award Chairperson to HFMA National by the tenth of August each year. Member points are totaled and an award list is generated for each chapter. The Chapter’s Founders Award Chairperson verifies the list, and the awards are then ordered.
- Although HFMA National and the chapters track most member points, it is ultimately the responsibility of the individual member to report points earned to the Chapter’s Founders Award Chairperson, who serves as a liaison to HFMA National.
- Member points are automatically transferred from one chapter to another. Retroactive scoring of points for all categories is permissible if appropriate documentation is provided.
- No points are earned for serving terms of office of less than one-half of a chapter’s fiscal year for any category; services a member is paid to perform; or for chapter participation prior to HFMA membership.
- Chapter members can view their Founders points on the HFMA National web site under activities in their personal profiles in the membership directory area at: http://www.hfma.org/access_eseries.cfm

Founders Award Point Categories and Allocations

Literary Contributions	Points entered by HFMA National	Points entered by chapter	Definition
Write Articles – Local Chapter		2	Write and publish an article in local HFMA chapter publication (points awarded for each time published)
Write Articles - National	2		Write and publish an article in an HFMA national publication: HFM, Notes from National
Article Review - National	1		Review for HFMA National any of the following: E-learning/Manuscript/Self Study/Article
Book Review - National	1		Complete a book review and publish in HFM

Chapter Committees/Titles	Points entered by HFMA National	Points entered by chapter	Definition
Chapter President	8		Serve as Chapter President
Chapter Officers	5		Chapter officers include: Presidentelect, VP, Treasurer, Secretary, Sec/Tr, Director (Board member) Newsletter Chair, Program Chair, Certification Contact, Founders Contact, DCMS Contact, Membership Chair, Sponsorship Chair and Membership Directory Contact
Chapter Board of Directors	3		Participate as member of Chapter Board
Committee Chair	4		Chair of any chapter committee-excludes officer positions. <i>Chair of regional committee- officer positions NOT excluded</i>
Co-Chair	3		Co-Chair of any chapter committee excludes officer positions <i>Co-Chair of regional committee officer positions NOT excluded</i>
Committee Member	2		Member of any chapter committee - excludes Chapter Board Member of regional committee-officer positions NOT excluded
National Committees	Points entered by HFMA National	Points entered by chapter	Definition
National Chairman	12		Serve as National Chairman
National Officers	8		Includes- Chair-elect and Secretary/Treasurer
National Committees	4		Serve on a National Committee. Includes: P&P Board, Executive Committee, BOE, Standing Policy, Cat Consultant, Forums, NAC Governance Committee, RE Council Chair and Co-Chair
National Board of Directors	6		Serves on the National Board of directors
National Task Force	2		Serves on a National Task Force or National Judging Committee
Regional Executive	6		Serves as primary liaison for the region at the National level, participates in RE Council meetings
Miscellaneous	Points entered by HFMA National	Points entered by chapter	Definition
Regional Executive-elect	4		Serves as liaison for the region at the National level, participates in Fall President Meetings
Mentor		1	Serve as a mentor for a one-year term, complete any chapter required activities
Proctor	1		Serve as a Proctor for an HFMA Certification Exam (It is 1 point total no matter how many exams are proctored)
Speakers - 4 speaking hrs. or less		1	Participate as a faculty member in a formal HFMA National or chapter program
Speakers - More than 4 speaking hrs.		2	Participate as a faculty member in a formal HFMA National or chapter program
Event Volunteers	2	2	Participate in a chapter or national meeting in a volunteer role. Includes: ANI Floor Manager, ANI Course Coord., Chapter meeting/event set up

Follmer Bronze Award

William G. Follmer Biography

William G. Follmer was born in Montoursville, Pennsylvania. His family moved to Rochester, New York, where he attended grade and high schools. His later education included extension courses in office management and basic, advanced and cost accounting. In 1943, he was employed by the Rochester Hospital Council as accounting consultant, a position he held until 1948 when he accepted a similar position with the Hospital Association of Pennsylvania in Harrisburg.

Follmer then accepted a position with the General State Authority. While returning to Harrisburg on December 21, 1950 from a field assignment, Follmer met sudden death on an icy highway near Wind Gap, Pennsylvania. Bill Follmer created the American Association of Hospital Accountants (now HFMA). Others could have done it before Bill took the initiative, but the simple fact is that he did it.

July 1944-He attended an institute at Indiana University and heard some discussion about creating a national association.

June 1945-He gathered a small group together at Indiana University and offered his ideas for organizing such a group.

August 1945-He formed an organizing committee of 16 interested persons.

October 1945-He wrote to all registrants of all former institutes to obtain their comments.

May 1946-He revised a tentative Constitution and bylaws and obtained approval of the organizing committee.

June 1946-He sent membership application blanks to the organizing committee and created the first membership roll.

June 1947-He helped to publish Volume 1, Number 1, of Hospital Accounting.

1946-1950-He worked unceasingly toward development of AAHA (now HFMA).

July 1950-He was presented with a Certificate of Life Membership.

In the records and in many memories there stands out the name of one person more responsible than any other for translating an idea of organized effort into reality. Bill Follmer created AAHA (now HFMA).

Reeves Silver Award

Robert H. Reeves Biography

Robert H. Reeves worked with William G. Follmer from 1944 to 1946 in organizing the formation of the Association. He was a member of the organizing committee of AAHA in 1946 and chairman of the Association's first nominating committee. In 1956, he assumed the presidency of AAHA. He served as associate editor of Hospital Accounting, now Healthcare Financial Management, from February 1950 to 1953, and edited the Question Box feature from September 1949 to 1954.

In 1955, he chaired the bylaws committee which implemented recommendations of the AAHA Committee on Structure and Program. As President, he appointed the first board of examiners for the Fellowship examination in 1956. Reeves also created an annual chapter competition with an award to be named after Graham L. Davis and obtained Davis' permission to name

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Muncie Gold Award

Frederick T. Muncie Biography

One of the organizing members of the American Association of Hospital Accountants (now HFMA), Frederick T. Muncie, was unanimously elected its first president, serving from 1947-1949.

A native of Indiana, Muncie studied accounting and law and received his CPA certificate from the state of Indiana in 1924. He worked in industrial accounting and in public accounting with one of the larger public accounting firms in Chicago until 1929 when he became controller of St. Luke's Hospital in Chicago. During the 17 years that he was controller at St. Luke's, Muncie became intensely interested in hospital accounting as a specialty and developed an accounting system which brought accountants from all over the country to Chicago to confer with him.

Early in 1946, he resigned his position at St. Luke's to establish his own public accounting firm with headquarters in Chicago. For several years, Muncie served as a faculty member at institutes in hospital accounting at Indiana University. In 1948, his efforts prompted the very successful hospital session at Endicott, NY, hosted by the International Business Machines

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Founders Medal of Honor

The Founders Medal of Honor is not based on the point system, but is conferred by the Board of Directors of the Alabama Chapter. Eligible members must currently be a member in good standing, must have a minimum of three years of service since earning the Muncie Gold Award and must have provided significant service at the chapter and/or national level in at least two of those three years. The procedure for the award is as follows:

A letter of recommendation must be sent to the Chairman of the Nominating Committee nominating an eligible member. Any member in good standing may nominate an eligible member. The Nominating Committee then reviews the nomination(s) and submits them to the Board of Directors for approval.

Frederick C. Morgan Biography and Award

Frederick C. Morgan, a life member of HFMA, served as national Secretary-Treasurer for six years. In 1967, he retired as assistant director and controller of Genessee Hospital in Rochester, New York, where he worked for 19 years. He taught a course and developed a textbook on office management at the Rochester Institute of Technology.

Each year the Frederick C. Morgan Award is presented to an individual who has made an outstanding contribution to the field of healthcare financial management. The award was created in 1959. Nominations for the Morgan Award are submitted by chapter leaders or members on a prescribed form. Candidates need not be members of HFMA. Officers and directors of HFMA and members of the Morgan Award Judging Committee are not eligible during their terms of office.

Each year, HFMA's Chairman appoints a committee of HFMA members to judge the various candidates and select a Morgan Award recipient. The nominees are reviewed anonymously (all references to names are obliterated in the form) based on a number of criteria including:

- Accomplishments and contributions to the healthcare financial management field.
- Voluntary leadership service as well as awards earned within HFMA.

- Accomplishments and contributions in state, regional and national healthcare activities other than financial management.
- Articles published.
- Lectures and presentations.

The deadline for submitting Morgan Award nominations is February 28 each year. The award is presented at the Annual Banquet held during the Annual National Institute. The recipient is presented with a handsome plaque.

No Alabama chapter member has received this award.

New HFMA Certification Requirements

CHFP REQUIREMENTS — Effective June 1, 2004

<i>Exams</i>	Successfully complete the Core and one Specialty exam within two years of completing the first exam
<i>HFMA Membership</i>	Minimum of two years HFMA membership (need not be consecutive), current active member in good standing.
<i>Professional Exp.</i>	Two years of professional experience in healthcare and/or financial management. 60-semester hours coursework at accredited college or university OR 60 hours of relevant professional development as measured in contact hours.
<i>Education</i>	Transcript or copy of diploma required. Proof of attendance for professional development activities.
<i>References</i>	One from local chapter President and one from immediate supervisor or, if a CEO or self employed, one from a client or additional HFMA chapter officer.
<i>Application</i>	Submit original, notarized application with required documentation-\$25 fee for administrative/processing costs including the certificate and folder given to candidate

FHFMA REQUIREMENTS — Effective June 1, 2004

<i>Certification</i>	Be a CHFP in good standing
<i>Exams</i>	No exam required in addition to those required to become a CHFP
<i>HFMA Membership</i>	Minimum five years HFMA membership (need not be consecutive), current active member in good standing.
<i>Education</i>	Bachelor degree from accredited college or university OR 120 semester hours from accredited college or university / Transcript or copy of diploma required.
<i>Career Development</i>	There are three options related specifically to volunteer activity in HFMA and/or the industry. A Fellowship candidate must do one of the following: 1) Have earned the Follmer Bronze award 2) Volunteer in the chapter. Fulfillment of service requirement determined as follows: Using the revised Founders points criteria, earn a minimum of two points per year in two consecutive years. 3) Volunteer service for two years in a healthcare industry organization such as: a state hospital association committee or task force; a local, state or federal government healthcare committee or task force; a professional association (e.g. ACHE, MGMA, etc.) committee or task force. A written report of the activities and verification are required.
<i>References</i>	One from a Fellow in HFMA or from a current officer of the local chapter.
<i>Application</i>	Submit original, notarized application with required documentation and one-time \$100 fee to cover processing expenses and cost of certificate and folder

CERTIFICATION MAINTENANCE REQUIREMENTS — Effective June 1, 2004

<i>Cycle</i>	Begins the third year after becoming certified. Required every third year thereafter to maintain designation.
<i>Notification</i>	E-mail notification sent on March 1 & May 1 to certified members for whose year it is to maintain and maintenance is required by June 1. Confirmation of status sent.
<i>Career Dev. Points</i>	90 contact hours (based on 50-minute contact hour) for a three-year cycle, with a minimum of 20 contact hours per year and a minimum of 45 contact hours per reporting period in the field of health care finance. Contact hour based on participation in 50 continuous minutes of an educational activity covering topics in healthcare, finance, management skills, and professional development. Only structured education activities count toward the maintenance requirement. Founders and Parallel Points are no longer part of the maintenance requirement.
<i>Application/due date</i>	Certified member responsible for meeting maintenance requirements and updating on-line education record by June 1 of year maintenance is required.
<i>Fees</i>	\$25 processing/administrative fee if deficit in hours needed by June 1 in which maintenance is required and follow-up is required by HFMA National.
<i>Removal of Desig.</i>	Maintenance requirements not met by December 1 of year in which maintenance is required results in removal of designation. Candidate will be required to retake exams, submit new CHFPA and/or FHFMA applications, and pay all appropriate fees.
<i>Retired Members</i>	Exempt from maintenance if HFMA is notified in writing of retired status.

Robert M. Coats Outstanding Member Award

Purposes and Scoring Details

An annual award shall be made for outstanding individual contribution for betterment and growth of the Alabama Chapter, HFMA. All members of the Alabama Chapter, HFMA shall be eligible except elected officers.

The period of achievement to be considered shall be from May 1 to April 30.

The award shall be presented at the annual meeting and shall consist of the following:

1. Paid registration and lodging (package deal limited to \$2,000) to National HFMA Institute of choice.
2. Plaque relative to achievement.

The winner will be determined as follows:

Points

A.	Attendance at Chapter's Annual Institute	250
B.	Attendance at quarterly Chapter Meeting	200
C.	Attendance at Forum Meeting	100
D.	Perfect attendance at Annual Institute, and three Statewide Meetings	100
E.	Attainment of FHFMA (in year of attainment)	300
	(each year thereafter)	100
F.	Paper published in any healthcare related publication	300
G.	Chairman, Type A Chapter Council/Committee*	300
H.	Member, Type A Chapter Council/Committee*	100
I.	Chairman, Type B Chapter Council/Committee*	150
J.	Member, Type B Chapter Council/Committee*	50
K.	Program participation, Alabama Chapter of HFMA	300
L.	Participation in project accepted by National HFMA	100
M.	Sponsor new member	25

*Limit of one

Note: A minimum of 450 points is required under categories A through D and a maximum of 950 points can be awarded under categories A through D. In the case of a tie, the Awards Committee of the Board of Directors will determine the recipient of the award.

Robert M. Coats Biography

The origins of naming the Alabama Chapter's Outstanding Member Award after Robert M. Coats began in 1951 when he joined Ernst & Ernst. His dedication to his profession, his firm and, later, his industry were already there. Bob was the only person not affiliated with a hospital at the first meeting of the Alabama Chapter-American Association of Hospital Accountants now known as HFMA.

Bob is credited with steering Ernst & Whinney into the healthcare field and being a pioneer in providing accounting and consulting expertise to the healthcare industry. He also made friends across the country and started or helped many careers in healthcare.

He served HFMA in many roles. He was chairman of the Uniform Accounting and Cost Reporting in connection with Third Party Cost Reimbursement Formulas project in 1962. The results of this project produced a cost reporting system that was one of the forerunners of the current cost reports and cost studies. He was awarded the William G. Follmer Award in 1969 and the Robert H. Reeves Award in 1974 in recognition of his active role in HFMA. He also earned the Muncie Gold Award in 1986. Prior to his winning, only eight Alabama Chapter members had received the Muncie Gold Award.

On October 31, 1986 the Alabama Chapter voted to name the Outstanding Member Award in his honor. Although he never received this award from the Alabama Chapter, nearly every recipient was influenced by Mr. Coats. Many of the recipients worked for him at Ernst & Whinney. Although he easily could have put himself into the position to be the outstanding member, he preferred instead to encourage and support others. That was the kind of man he was and why this award will be known as the Robert M. Coats Outstanding Member Award.

