

UAMS MEDICAL CENTER RESPIRATORY CARE SERVICES

POLICY TITLE: Essential Link Recognition Program

Director: John R. Keller Jr., BS, RRT

Medical Director: Paula Anderson, MD

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Date Reviewed:

Date Revised:

Purpose

To support and recognize individuals in the Respiratory Care Services (RCS) department who demonstrate their commitment to the mission and goals of UAMS Medical Center.

Policy

Appropriate staffing levels are necessary to provide optimal patient care. Therefore, RCS staff attendance is vital to patient outcomes and success.

- Attendance: perfect attendance per quarter. All individuals will receive an award certificate and two complimentary meal tickets. Names will also be published in the Essential Link section of the RCS newsletter.

RCS staff may be nominated by peers and or managers for positive accomplishments and behaviors demonstrated in one or more of the following areas:

- Staff Development: nominated individuals must have provided at least one in-service or journal article presentation to the department during the quarter nominated.
- Clinical Performance: staff who provide extraordinary patient care as witnessed by professional peers or by recognition from patients or their family members.
- Behavior: employees who consistently exemplify the UAMS CARE values to patients as well as to peers.

Nomination Process

Team Managers shall be responsible for submitting those employees with perfect attendance to the Assistant Director. Essential Link Attendance Award certificates will be presented during RCS department meetings.

Nomination forms may be submitted to the Assistant Director at any time. However, Essential Link Awards will only be given on a quarterly basis. Nomination forms should be filled out completely and include specific examples of how and why the nominee is an "Essential Link" to UAMS RCS.

A panel consisting of the Director, Assistant Director, two Team Managers, and two staff volunteers will select awardees the first year. Thereafter, awardees will judge and select winners.

**** Note: Employees who have received any type of written disciplinary action within the prior twelve months are not eligible and will not be considered for any award.**

Awards

Staff receiving the Essential Link Award will be given a gift provided by the RCS department; in addition, they will be featured in the RCS newsletter "Essential Link" section. All RCS employees receiving the recognition will receive an invitation to attend a special awards luncheon annually hosted by the UAMS Medical Center Executive Director.

