

To: Officers, Committee Chairs, Chapter Presidents, Members

From: Mary Schmelzer, CMA (AAMA)  
Shirley Manning  
Joy Campbell CMA (AAMA)  
Awards Committee

Date: October 1, 2011

Subject: Awards 2012

It is time to think about submitting information for the 2012 Medical Assistant Professional Achievement Award, the NYSSMA Professional Leadership Award, and the NYSSMA Publication Award. **Deadline for submission for all three awards is March 1<sup>st</sup>, 2012.**

#### NYSSMA Publication Award

- Items judged include flyers, newsletters, brochures, and meeting notices sent or distributed from May 2011 through February 2012.
- **FOUR** copies of each publication must be sent to the committee chairman

#### Medical Assistant Professional Achievement Award

- Nominate yourself or be nominated by another member
- Must be a member of AAMA
- Must accumulate 150 points within a three year time period immediately preceding the date of application
- Of the 150 points, 50 points must be in category I (Continuing Education) and 30 in category IV (Leadership activities). The remaining 70 points may be in any combination of categories. Please refer to application

#### NYSSMA Professional Leadership Award

- Nomination must be made by a chapter or a member on behalf of the nominee
- Nominee must be a member of AAMA
- A chapter or member may nominate only one person per year
- Listed activities of the nominee should cover a minimum of ten years
- Focus will be on the individual's accomplishments for NYSSMA and chapter activities
- Evaluation will be based on professionalism and leadership of the nominee

Application forms are in separate attachments. Please duplicate and share with other members. Awards will be presented at the NYSSMA Convention in April.

Send entries to: Mary Schmelzer, CMA (AAMA)  
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