

**HFMA Founders Merit  
Award Program  
Information**

*“Recognizing the Volunteer in You”*

# HEALTHCARE FINANCIAL MANAGEMENT ASSOCIATION NEW JERSEY CHAPTER THE FOUNDERS MERIT AWARD SERIES

## 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 75 (*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.

#### **REMINDERS:**

- Points to be entered by the chapter and earned by members during the prior fiscal year are reported by the Chapter's Founders Award Chairperson to HFMA National by the first of August each year. Points to be entered by National and earned by members during the prior fiscal year are entered by the same date.
- After August 1, 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. Awards are presented to individuals by the chapter.
- 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. However, NO point adjustments are made for activities prior to the June 2004 conversion.
- 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 *Manage My Account* in their personal profiles through the membership directory area at: [http://www.hfma.org/access\\_eseries.cfm](http://www.hfma.org/access_eseries.cfm). Any discrepancies between points awarded and points earned should be reported to the Chapter's Founders Award Chairperson.

## POINT CATEGORIES AND ALLOCATIONS

<b>Literary Contributions</b>	<b>Points entered by HFMA National</b>	<b>Points entered by chapter</b>	<b>Definition</b>
Write Articles – Local Chapter		2	Write and publish an article in local HFMA chapter publication ( <i>points awarded for each time published</i> )
Write Articles – National	2		Write and publish an article in an HFMA national publication: <i>HFMA, Notes from National</i>
Article Review – National	1		Review for HFMA National any of the following: E-Learning/Manuscript/ Self Study/Article/Peer Review
Book Review – National	1		Complete a book review and publish in <i>HFMA</i> (includes Peer reviews)
<b>Chapter Committees/ Titles</b>	<b>Points entered by HFMA National</b>	<b>Points entered by chapter</b>	<b>Definition</b>
Chapter President	8		Serve as Chapter President
Chapter Officers/Key Committee Chairs	5		Chapter officers include: President-elect, VP, Treasurer, Secretary, Sec/Tr. Key committee chairs include: 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 a member of the Chapter Board
Other Committee Chair	4		Chair of any chapter committee excludes key committee positions <i>Chair of regional committee- officer positions NOT excluded</i>
Co-Chair	3		Co-Chair of any chapter committee <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

## POINT CATEGORIES AND ALLOCATIONS (CONTINUED)

<b>National Committees</b>	<b>Points entered by HFMA National</b>	<b>Points entered by chapter</b>	<b>Definition</b>
National Chairman	12		Serve as National Chairman
National Officers	8		Includes- Chair-elect and Secretary/Treasurer
National Board of Directors	6		Serves on the National Board of directors
National Committees	4		Serve on a National Committee. Includes: P&P Board, Executive Committee, BOE, Standing Policy, Cat Consultant, Forums, NAC Governance Committee, Regional Executive Council Chair and Co-Chair, Regional Executives, Communities of Practice (COP)
Regional Executive-elect	3		Serves as liaison for the region at the National level, participates in Fall President Meetings
National Task Force	2		Serves on a National Task Force or National Judging Committee (includes <i>HFMA</i> Article Review committee)
<b>Miscellaneous</b>	<b>Points entered by HFMA National</b>	<b>Points entered by chapter</b>	<b>Definition</b>
Event Volunteers	2	2	Participate in a chapter or national meeting in a volunteer role. Includes: ANI Floor Manager, ANI Course Coordinator, Chapter meeting/event set up
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 hours or less		1	Participate as a faculty member in a formal HFMA National or chapter program
Speakers – More than 4 speaking hours		2	Participate as a faculty member in a formal HFMA National or chapter program