



**“PATIENT CARE SECRETARY/CUSTOMER SERVICE REPRESENTATIVE OF THE YEAR”
Nomination Form**

All nominations are due by: February 1, 2016
(All nominations must be submitted on this form)

I would like to nominate: _____
for “Patient Care Secretary/Customer Service Representative of the Year”

Please provide specific examples for each category listed below. Include specific examples of what the individual has done. A description of quality moments are more helpful than global statements such as, “they are always there when I need them.”

Commitment and Responsiveness:

Give examples of how the nominee contributes to “the best possible care and service” of our patients by being committed and responsive to our patient’s needs.

Quality & Teamwork:

Please explain how your nominee portrays on a **consistent** basis, quality, job performance, and teamwork to ensure that our patients receive the care and services they deserve.

Take Pride in Being a Patient Care Secretary/Customer Service Representative:

Explain how your Patient Care Secretary/Customer Service Representative takes pride in their work while striving for personal well-being and professional development.

How does this individual contribute to Anne Arundel Medical Center's mission, vision and values:

Nominator: _____

Unit: _____

Signature, Director/Manager: _____