

Founders Merit
Award Series
Booklet
2002-03

Recognizing the Leader
in You

REVISED NOVEMBER 2002

The Founders Merit Award Series

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 **William G. Follmer Bronze Award** is awarded after an individual has earned 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 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 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.

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 point system permits 40 points per fiscal year to be allotted to the Founders Merit Award Series. Because the awards are earned at 100-point intervals, an individual who actively participates in the association at either the chapter, regional or national level and earns an average of 34 member points per fiscal year can anticipate earning an award every three years.

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.

Founders Award Point System

HFMA Membership		Points scored by National	Points scored by chapter	Status
A.	National Life Member Chapter Life Member	4		Hold status during full or partial HFMA fiscal year (ends May 31).
B.	Advanced Member	3		Hold status during full or partial HFMA fiscal year (ends May 31).
C.	Regular Member	2		Hold status during full or partial HFMA fiscal year (ends May 31).
D.	Student Member	1		Hold status during full or partial HFMA fiscal year (ends May 31).
E.	Retired Member	1		Hold status during full or partial HFMA fiscal year (ends May 31).
Certification		Points scored by National	Points scored by chapter	Status
A.	FHFMA	6		Hold certified status during full or partial HFMA fiscal year (ends May 31).
B.	CHFP	3		Hold certified status during full or partial HFMA fiscal year (ends May 31).
Educational Programs & Courses		Points scored by National	Points scored by chapter	Status
A.	Annual National Institute Attendance	4		Attend HFMA’s ANI, held each June.
B.	Leadership Training Conference	3		Attend HFMA’s Leadership Training Conference held each April (<i>for chapter leaders</i>)

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C.	Mini Leadership Training Conference		1 per day	Attend a Regional Mini Leadership Training Conference (<i>hosted by individual regions</i>)
D.	Meeting Attendance 3 –day event		3	Attend any 3-day HFMA meeting, including chapter, multi-chapter, regional, and national meetings.
E.	Meeting Attendance 2 –day event		2	Attend any 2-day HFMA meeting, including chapter, multi-chapter, regional, and national meetings.
F.	Meeting Attendance 1 –day event		1	Attend any 1-day (or less) HFMA meeting, including chapter, multi-chapter, regional, and national meetings, live video or audio teleconferences
G.	Complete an HFMA Self Study Program	2		Complete an HFMA Certification Self Study course
H.	Complete an E-learning course	1		Complete an e-learning course - a course is defined as a series of lessons
Presentations				
		Points scored by National	Points scored by chapter	Status
A.	Program Participation		5	Participate as a faculty member or a in a similar capacity in a formal chapter, national or similar scope program
B.	Formal Panel Presentation		2	Participate in a formal panel discussion at the chapter, regional or national level.
Literary Contributions				
		Points scored by National	Points scored by chapter	Status
A.	Publish a book, guide or manual	10/Individual		Write and publish a book guide or manual.

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B.	Articles – <i>HFMA</i> or similar scope article	5/Individual		Write and publish an article in <i>HFMA</i> or another national publication of similar scope.
C.	Book Review	2/National		Book review published in <i>HFMA</i> .
D.	Manuscript or Self Study Review	3		Review manuscript, certification document, and self-study courses for HFMA National
E.	Articles	2		Write and publish articles in <i>Patient Accounts</i> or <i>Notes from National</i>
F.	Chapter Newsletter		2	Write and publish an article in a chapter newsletter or other publications of similar scope.
G.	E-learning Review	2		Review E-learning documents for HFMA National
Forums/Groups		Points scored by National	Points scored by chapter	Status
A.	Forum	2		Membership in HFMA forum or special interest.
B.	Large CFO System/Meeting	2		Attendance at this type of meeting
Chapter Titles		Points scored by National	Points scored by chapter	Status
A.	Chapter President	25		Serve as a chapter President
B.	Chapter Vice-President or President-Elect	20		Serve as a chapter vice-president or President-elect
C.	Chapter Secretary	15		Keep minutes of board meetings and chapter records handle chapter correspondence
D.	Chapter Treasurer	12		Maintain chapter accounts, report periodically on chapter's financial condition and assume responsibility for chapter funds.

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E.	Chairperson – Type A Committee	12		Committees meet frequently or on a regular basis (e.g. Membership, Program, Education, Newsletter, and any other committee and/or council which generally function throughout the year). <i>These individuals cannot receive points for being a member of the same committee.</i>
F.	Co-Chairperson – Type A Committee	6		Two or more people sharing the duties of a Type A committee chairperson as defined above.
G.	Member – Type A Committee		5	See above for Type A committee definition.
H.	Chairperson – Type B Committee		5	Committees may meet once or twice during the year (e.g. Nominating). <i>These individuals cannot receive points for being a member of the same committee.</i>
I.	Member – Type B Committee		3	See above for Type B committee definition.
J.	Chapter Director	10		Elected member of the chapter Board of Directors with voting power on all matters affecting the chapter.
K.	Chapter Advisory Council		3	Includes Past Chapter Presidents
L.	Proctor	2		Serve as a proctor for an HFMA Certification Examination
M.	Mentor		2	Serve as a mentor for a one-year term and complete required activities.
National Titles		Points scored by National	Points scored by chapter	Status
A.	Chairman of the Board of Directors	30		Chairman at the national level.

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B.	Secretary/Treasurer or Chairman-elect	20		Serves at the national level.
C.	Director	12		Serves at the national level.
D.	Standing Policy Committee	12		Serves on a national standing policy committee (e.g. P&P Board or BOE).
E.	Regional Executive	10		Serves as liaison for region at the national level.
F.	Regional Executive-elect	5		Serves at the national level.
G.	CAT Consultant	10		Serves at the national level.
H.	Appointed Member of National Advisory Council (NAC)	5		Serves on HFMA National committees and councils.
I.	Other National Task Force/Committee Member	3		Includes national nominating committee and judging committees.
J.	Member of Forum Advisory Council	2		Serves at the national level.

Note

Points Scored by Chapter: *Chapter members are responsible for informing their chapter founders' contact of their attendance at meetings. This ensures that all accumulated points are reported accurately to HFMA National.*