



# Employee K.I.S.S. Award

The Employee K.I.S.S. program is co-sponsored by Southwest Medical Center and the SWMC Social & Recreation Committee. Employees may be nominated by their fellow employees, patients and/or visitors for going above and beyond in making sure our patients and/or visitors are safe and satisfied. The program will begin in April of 2011 and run from April to April of each year with one employee being selected as the recipient of the Employee K.I.S.S. Award each month. Those employees will each receive \$100 and a pin recognizing them for this honor. During Hospital Week of each year, beginning in 2012, one employee will be selected from the monthly honorees to receive the Employee K.I.S.S. Award of the Year. The recipient of that honor will receive \$1,000 and a plaque and special recognition. Nominations will be voted on by the Social & Recreation members who are managers. Hospital administration, management team and physicians are not eligible for nomination. If an employee is no longer employed at SWMC at the time of the selection—they are automatically considered ineligible. Nomination forms can be found on the Intranet, in the Public Relations Office, and from Diana Elliott in Administration. They should be submitted back to one of the QRR boxes on the units when completed.

Date of Nomination \_\_\_\_\_

Employee Name: **Please place employee's name on the back of this form.**

Employee Department **Please place employee's department name on the back of this form.**

Date employee exhibited special care \_\_\_\_\_

Location of care \_\_\_\_\_

Who was the care given to \_\_\_\_\_

(Circle One) Was this person a: Patient Visitor Fellow Employee

(Circle one) During work hours: Yes or No After Work Hours: Yes or No

Describe what the employee did:

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Name of Employee being nominated \_\_\_\_\_

Employee Department \_\_\_\_\_

Nominated by \_\_\_\_\_

Person nominating employee (circle one):    Fellow staff member            Patient            Visitor

Contact number for person nominating employee \_\_\_\_\_