

2025 Financial Awards Policy, Criteria and Application

General Criteria for Awards

- All award recipients must be a member of National APIC and the Greater Kansas City APIC Chapter 031. Chapter and national membership dues must be up to date.
- All award recipients must be active members of the chapter. Active Members shall be individuals occupationally or professionally involved in the practice and management of infection prevention and/or the application of epidemiology. Such members may vote in elections or when a membership vote is required or requested by the Board of Directors of the Chapter or of APIC, serve on committees, and hold elected office.
- A Committee is defined as a group of people appointed for a specific function. This committee and function are appointed by the Board. There must be a committee leader/chairperson and other members.
- Meeting Attendance. To be considered “active” members, the recipient must attend 60% of the business meetings. Attendance during the education portion of the chapter meetings does not count. Meeting attendance will be determined based on a rolling 12-month time frame and does not include holiday luncheons
- MOU. All award recipients must review and sign a Memorandum of Understanding (MOU) prior to accepting award funds. The MOU is a binding document between GKC APIC and the recipient of the award. The award recipient must present a 10-15-minute presentation of their choice from the educational event attended, to the GKC APIC membership body. Education will be in the form of a PowerPoint presentation. The presentation date/time will be coordinated and communicated to the recipient by the GKC APIC President-elect. Failure to deliver a presentation will result in the recipient receiving a 1099 form at the end of the year. This makes the financial award taxable income for the recipient.
- All awards are reimbursement based on the dollar amount of the award. **Following completion of the education opportunity, a certificate of attendance / continuing education, receipt of registration and travel expenses and letter of financial award must be submitted to the Treasurer within 30 days.**
 - The Treasurer will in turn reimburse the individual within 2 weeks of receipt of all required documents.
- Applicants receiving a Harriett Mitchell memorial Award for Local Educational Offering and New Infection Preventionist Award may be eligible to apply for another financial award the following year, but only if there are no other new applicants
- Applicants receiving a Harriett Mitchell Memorial Award for National APIC Conference and Leadership Award recipients will be eligible to apply for another financial award in **two** years from the original receipt. This is only if there are no other new applicants for the awards.

- Each financial award has criteria specifically that must be met to be considered for recipient selection.
- If members of the Nominating and Awards Committee apply for a financial award, those applications will be reviewed and acted on by the Board of Directors.

Financial awards available include:

1. New Infection Preventionist Award (3)
2. Harriett Mitchell Memorial Award for Local Education Offering
3. Harriett Mitchell Memorial Award for National APIC Conference
4. Leadership Award
5. Board Member Award – President Only

1. **New Infection Preventionist (IP) Award** – the purpose of this award is to help individuals new to the field of infection prevention gain the knowledge and skills to perform their role. Examples of educational offerings that prepare new Infection Prevention Professionals are GKC APIC educational conference, APIC online courses or equivalent educational offering.

More than 1 award may be given to more than 1 individual during the year.

- a. Cost of early bird registration and conference expenses not to exceed \$125.00
- b. Submit financial award request 30 days prior to registration

New Infection Preventionist Award Criteria

- Practicing in the field of Infection Prevention for less than two years
- Attended at least 60% of chapter business meetings in the last rolling 12 months
- Chapter and national dues are up to date
- Not certified in infection control

2. **Harriett Mitchell Memorial Award for Local Educational Offering** – the purpose of this award is to help individuals attend educational offerings beyond the education associated with monthly chapter meetings. These educational offerings focus on infection prevention, infectious disease, antimicrobial stewardship activities, etc. An example of an education offering is the Missouri Hospital Association multi-day conference or KHA orientation for new IPs,

- a. The cost of conference registration is not to exceed \$400.00. Please try to obtain early bird registration.
- b. Submit financial award request 30 days prior to registration

Harriet Mitchell Memorial Award for Local Educational Offering Criteria

- Active chapter member for at least 2 years
- Chapter and national dues are up to date
- Attended at least 60% of chapter business meetings in the last rolling 12 months

3. Harriett Mitchell Memorial Award for National APIC Conference – the purpose of this award is to financially assist active chapter members to attend National APIC.

- The cost of the conference registration does not exceed \$815.00. Please try to obtain early bird registration.

Harriett Mitchell Memorial Award for National APIC Conference Criteria

- a. Active chapter member
- b. Chapter and national dues are up to date
- c. Attended at least 60% of chapter business meetings for the last rolling 12 months
- d. Employed as an infection preventionist
- If there are more applicants than awards, the criteria below will be used to determine eligibility
 - Demonstrate commitment to the field of infection prevention and control through two or more of the following criteria in the last five years:
 - a. Board Certified in Infection Prevention and Control
 - b. Served as a Committee Chairperson or Chairperson/Co-Chairperson for the chapter professional conference
 - c. Served on the board of directors
 - d. Participated in community educational events that further the field of infection prevention and control (e.g. speaker, poster presentation, hand hygiene demonstration, etc.)
 - e. Poster presentation or abstract accepted for National APIC Conference or other professional national conference

4. Leadership Award – the purpose of this award is to recognize leadership commitment to the chapter by financially assisting the individual to a national conference focused on infection prevention, infectious diseases and/or antimicrobial stewardship. Examples of national conferences include APIC or SHEA.

The cost of the conference registration does not exceed \$715.00. Please try to obtain early bird registration.

Leadership Award Criteria

- Active chapter member for the last 2 years
- Board Certified in Infection Prevention and Control
- Attended at least 60% of chapter business meetings for the last rolling 12 months
- Shown leadership either in an elected role or within the chapter

5. Board Member Award – the purpose of this award is to recognize the leadership of the President by financially assisting them to attend national APIC conference.

The cost of early bird registration, travel, hotel, and conference fees associated do not exceed \$2,500.00.

Board Member Award Eligibility Requirement

- The award is given to the President for the calendar year that they serve in that role
- The President Elect and Immediate Past President are not eligible for this award



If you are interested in applying, please complete the attached application and return it to all the Nominating and Awards Committee members listed below.

Name/Email:

Casey Semos/ casey.semos@libertyhospital.org
Megan Harbison/ mharbison@kumc.edu
Laura Engel/ lengel@saint-lukes.org
Sonya Buford/ slbuford@cmh.edu

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