

Department of Health and Human Services Division of Behavioral Health Director's Behavioral Health Recovery Recognition Award Program

November 15, 2013

I. PURPOSE

The purpose of the Division of Behavioral Health Director's Behavioral Health Recovery Recognition Award Program is to affirm individual and team contributions that improve behavioral health in Nebraska by demonstrating the potential of recovery.

This program is applicable to employees of the Division of Behavioral Health, community partners associated with the Division, individuals in recovery, Behavioral Health Regional Authorities and their employees, and other groups and associations with interest in behavioral health.

The routine performance of nearly every employee or provider is often worthy of recognition and this makes it difficult to single out particular incident(s) which place an individual's or organization's performance above another.

While all recommendations cannot bring an award, each recommendation will bring recognition and increase awareness of the positive contribution of behavioral health to all Nebraskans.

There are three forms of recognition: One is the Director's Award for individuals; one is the Director's Award for teams, inclusive of agencies, work groups, associations and corporations; and the third is the DBH Recovery Coin.

II. PROCESS

A. Who May Nominate

Anyone having personal knowledge of an act or achievement believed to warrant such recognition may submit one nomination annually for consideration of a Director's Award.

B. Timeframe

The award period is a calendar year, January through December. The awards must be submitted to the Director in the first quarter of the calendar year (by March 31st) for consideration. The Director will then review all applications before the Annual Conference in May.

C. Review

The Director's Award Review Team (DART) will consider all applications and recommend three in each group to the Director who will make a selection in each category. The DART will be appointed by the Director.

The following criteria will guide the DART concerning the Director's Awards:

- ◆ Demonstrates wellness, recovery and resiliency
- ◆ Demonstrates dignity, respect, and accountability with individuals utilizing behavioral health services
- ◆ Provides a high level of quality consumer service and teamwork
- ◆ Promotes accessibility, efficiency and quality in the behavioral health system
- ◆ Encourages consumer and family wellness

- ◆ Works for the betterment of all rather than personal gain.

D. Division of Behavioral Health Recovery Chip

The Director may distribute distinctive coins to give special recognition during the calendar year to individuals who make significant positive contributions to recovery.

In general, the coins are intended to provide a means for the DBH to recognize and promote exceptional performance in a current fashion. The general criteria for receiving a DBH coin include:

- Exceptional performance of responsibilities and duties in a recovery program; recovery and health promotion, relapse prevention activities; and
- Demonstration of the DBH mission and vision in action.
- Charters the recipient to continue to speak boldly about the benefits and hope of recovery.

E. Recognition Program Coordinator

The Administrative Assistant for the DBH Director shall serve in the role of Recognition Program Coordinator and will coordinate the activities of the program, supporting the DART.

F. Notification

Letters of acknowledgement will be sent to those nominated and to the supervisor(s) of the nominee where applicable.

Letters of thanks will be sent to those who submit nominations. Copies of these letters will be filed by the Recognition Program Coordinator at the Divisional level.

III. ADMINISTRATION

A. Recognition and Award Presentation

The Director's Award will be presented on an annual basis to be determined by the Director. The Recognition Program Coordinator will coordinate the presentation ceremony.

B. Nominations

A Nomination Form (see Attachment A) shall be used for nominations and available on the Division of Behavioral Health website.

C. Records

The Recognition Program Coordinator will record the names of recipients at the Division level.

D. Ordering Awards

The Director's Recognition Program Coordinator will acquire the plaques and coins.

E. Type of Awards

A plaque will be presented to the Director's Awards honorees. Recovery coins will be provided to others being recognized.

F. Financial Responsibility

Agency General Funds

G. Approving Authority
DBH Division

H. Budget

The Director's Award Program is authorized by the Director of the DBH. Value of awards is approximate and as follows:

- The plaques will be less than \$50.
- The coins will be \$250 first year; \$100 thereafter.

Estimated Annual Cost: Less than \$350 first year; \$200 thereafter.