

# 2023 Medical Assistant Employer of the Year Awards



Presented to up to four medical practices, facilities, or health systems that employ medical assistants and are strong supporters of professional growth, particularly in the areas of certification, recertification, professional membership, and networking.

## Entry Form

### Entry Deadline

Entries must be postmarked or emailed no later than **July 15, 2023**. There will be no extensions to the deadline established by the AAMA, and no exceptions will be made. Incomplete entries will be automatically disqualified.

### Reward

Award winners are formally saluted during the Presidents Banquet of the 2023 AAMA Annual Conference, on Sunday, Sept. 24, 2023, in Lake Buena Vista, Florida. The presentation, always a conference highlight, is open to all registrants.

If any winning nominee cannot attend, we ask that the winner kindly submits a recorded acceptance speech that the AAMA may play during the award ceremony.

Winners will be recognized on the AAMA website and in *CMA Today*, the AAMA's official publication.

### Judging Criteria

Judging is based upon the medical institution's employment and professional support of medical assistants and letters of recommendation.

All areas of the entry form must be completed, including the accurate reporting of the total number of medical assistants and all employees with proof from the medical practice, facility, or health system. If all information is not received, the submission will not be considered.

### Eligibility

Nominators must be AAMA members.

### Categories

Award categories are based on the total number of employees in the medical practices, facilities, or health systems at the time of submission (e.g., physicians, nurses, and allied health professionals):

**Section A:** 1–50 employees

**Section B:** 51–499 employees

**Section C:** 500–2,499 employees

**Section D:** 2,500 or more employees

### Proof of Employee Totals

Include documentation within the submission, such as employer confirmation of the totals in a letter of recommendation.

### Letters of Recommendation

Send at least two letters of recommendation as Microsoft Word attachments (PDFs are acceptable but not preferred) via email to [MarCom@aama-ntl.org](mailto:MarCom@aama-ntl.org). (Include the information from the form below in your email message or fill out the form and attach it along with your letters.)

The letters may be from AAMA members and/or the medical institution's staff and should include information about any of the following areas of support (unreported areas will be assumed nonapplicable to the nominee):

### Certification and Recertification Support

- Supports hiring credentialed medical assistants by employing a significant percentage of credentialed medical assistants as well as CMAs (AAMA)<sup>®</sup> out of all medical assistants
- Celebrates Medical Assistants Recognition Week
- Provides financial support for certification and recertification application fees
- Supports continuing education (e.g., financial support, paid time off for CE session attendance, article submissions for state newsletter)

### Professional Membership and Networking Support

- Supports AAMA membership (e.g., financial support for dues)
- Supports professional networking (e.g., donations to chapter and state meetings, financial support and paid time off for national conferences, acts as presenter or recommends speaker)
- Provides career advancement and professional growth opportunities for medical assistants within the practice

### Additional Support

- Letters of recommendation providing inspirational testimonials attesting to other ways the employer recognizes the value of medical assistants on the health care team (e.g., Employee of the Month Award, workplace newsletter story, other forms of workplace recognition)

### Nominator

Full Name (Must Be an AAMA Member): \_\_\_\_\_

Job Title: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Evening Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Medical Practice, Facility, or Health System

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Representative's Name: \_\_\_\_\_

Representative's Position Title: \_\_\_\_\_

Representative's Email Address: \_\_\_\_\_

Total Number of Employees and Category (A, B, C, D): \_\_\_\_\_

Number of All Medical Assistants Employed: \_\_\_\_\_

Number of Credentialed Medical Assistants Employed: \_\_\_\_\_

Number of CMAs (AAMA) Employed: \_\_\_\_\_

I will include the following required submission materials when I submit my email entry into the 2023 Excel Awards:

- Completed entry form     Proof of employee totals     Letters of recommendation (at least two)     A group photo or company logo the AAMA may use when announcing the winners

- I acknowledge that all submitted materials are subject to future use as marketing materials and the like by the AAMA. Such materials may include photos, quotes, and even a recorded acceptance speech (if applicable). By submitting an entry form to the AAMA, I agree to permit the AAMA to use these materials at the AAMA's discretion.

**Submissions:** [Submit your email entry into the 2023 Excel Awards](#)

Nominators will receive an acknowledgement message verifying the receipt of their entries by the AAMA office.