

ALABAMA OCCUPATIONAL THERAPY ASSOCIATION STANDARD OPERATING PROCEDURE- RECOGNITIONS COMMITTEE

The Recognitions Committee is responsible for soliciting nominations for awards and scholarship applications. The chair shall be appointed by the president and serve for a period of two years corresponding with the president's term of office.

The committee shall consist of at least three licensed ALOTA members including the chair.

ALOTA STUDENT SCHOLARSHIP

Procedure:

In March, scholarship applications are emailed to each OT and OTA program in Alabama. One \$500.00 scholarship will be awarded at the Fall Conference.

Criteria:

Students must be members to be considered for a scholarship. Applications must be received two weeks prior to the Fall Conference.

Selection Process:

Scholarship applications are evaluated by each committee member according to:
academic preparation; organizational involvement; community service and advocacy of the profession.

AWARDS

Awards descriptions and recognitions forms are emailed to all district chairs, the Executive Board, and the recognitions committee. Announcements soliciting nominations for awards are posted on the ALOTA website.

THE ELSIE HOLMES MCKIBBIN LECTURESHIP

Description:

Honors an occupational therapist who has made considerable contributions to the body of knowledge of the profession. The award receives agency sponsorship to assist in the research expenses of the award recipient. The Elsie Holmes McKibbin Lecture (EHML) will be presented by the previous year's recipient at the ALOTA Fall Conference.

Selection Criteria:

Nominees for the EHML must have a minimum of ten (10) years experience. The recipient must have shared their knowledge through written and oral presentations. Nominees must be members of the ALOTA.

Selection Process:

Recognition committee members will evaluate each nominee's narrative and professional data sheet: The nominee with the highest point value average will receive the award. The awarded recipient will be notified two to four weeks prior to conference so that they may plan to attend the awards ceremony during the annual business meeting.

THE ALOTA OTR AWARD OF EXCELLENCE

Description:

Recognizes OTRs who have made a significant contribution to the education and professional development of the members of the Alabama Occupational Therapy Association.

Selection Criteria:

The award recipient must have demonstrated excellence in professional skills through a range of experience and depth of knowledge in OT theory, practice and association involvement. All nominees must be members of the ALOTA and have a minimum of five years experience.

Selection Process:

Recognition committee members will evaluate each nominee's narrative and professional data sheet. The nominee with the highest point value average will receive the award. The awarded recipient will be notified four weeks prior to conference so that they may plan to attend the awards ceremony during the annual business meeting.

THE ALOTA COTA AWARD OF EXCELLENCE

Description:

Recognizes COTAs who have contributed to the education and professional development of the members of the Alabama Occupational Therapy Association, particularly fellow COTAs.

Selection Criteria:

The award recipient must have demonstrated excellence in professional skills through a range of experience and depth of knowledge in OT theory, practice and association involvement. All nominees must be members of the ALOTA and have a minimum of five years experience.

Selection Process:

Recognition committee members will evaluate each nominee's narrative and professional data sheet. The nominee with the highest point value average will receive the award. The awarded recipient will be notified two to four weeks prior to conference so that they may plan to attend the awards ceremony during the annual business meeting.

THE ALOTA AWARD OF MERIT

Description:

Recognizes an advocate, member or non-member, who has made contributions to the advancement of occupational therapy and/or health care.

Selection Process:

Recognition committee members will evaluate each nominee's narrative. The awarded recipient will be notified two to four weeks prior to conference so that they may plan to attend the awards ceremony during the annual business meeting.

THE ALOTA SERVICE AWARD

Description:

Recognizes members who have chaired committees, districts or served a full term on the Executive Board.

Selection Criteria:

Award recipients must have been ACTIVELY involved in their prospective position, making contributions to the association and be recommended by the Executive Board. Award recipients must be members of the ALOTA.

Awards Process:

Service awards will be presented twice annually. During the time frame between the Spring and Fall Conference, all outgoing committee chairs, the conference committee, and district chairs will be recognized at the Fall Conference. From the Fall to the Spring Conference, all recognitions will be made at the Spring Conference.

MEMBERSHIP AWARD

Recognizes the OT or OTA program which has the highest program percentage of ALOTA Membership.

Selection Criteria:

The program which has the highest percentage of ALOTA Membership by September 1st will receive the award. All Programs with 100% participation will be recognized.

Awards Process:

The award will be presented to the program's SOTA President during the award's ceremony during the annual business meeting at the Fall Conference.

MEMORIAL

Description:

State association members who have passed away

Recognition Process:

Upon the death of an Alabama OTR, COTA, OT or OTA Student, a card will be sent to the family, an announcement will be made in the ALOTA Newsletter and at the next conference. At the discretion of the Executive Board, a memorial of not more than \$ 100.00 will be made in the deceased name, for individuals who have "actively" served the state association making considerable contributions.