



**Direct Support Professional Recognition Week, September 6-12, 2020**  
**People Inc. Direct Support Professionals of the Year Awards**  
**Nomination Form 2020**



People Inc. is now accepting nominations for our annual Direct Support Professionals (DSP) of the year awards! Recipients of these awards are staff members of People Inc. who provide direct support for people with developmental disabilities and demonstrate superior care and consistent dedication. At least 15 winners will be selected and announced during Direct Support Professional Recognition Week 2020. Each winner will also receive a \$1,000 monetary award. Each year, Direct Support Professional Recognition Week is observed nationally and honors these wonderful professionals for the valuable contributions they provide to their communities.

We are seeking nominations from people we support, parents, guardians, family members, coworkers and the community.

**Nomination Rules and Requirements:**

1. To be nominated, staff must meet the following criteria:
  - Be employed full or part time by People Inc. for at least six months and in good standing
  - Spend 85 to 100% of their time in a direct support role (cannot be a supervisor)
  - Must be in a position that is subject to the DSP Evaluation tool under OPWDD Regulations
2. Nominations must be received by Sunday, August 9, 2020

**Please complete the following:**

Nominee's Name \_\_\_\_\_

People Inc. Location \_\_\_\_\_

Nominator's Name \_\_\_\_\_

Nominator's Phone \_\_\_\_\_

Relationship to Nominee \_\_\_\_\_

***Nominations will only be accepted by: 1) mailing this form completed in full to Jolene Stanek, People Inc. Human Resource Department, 1219 North Forest Road, Williamsville, N.Y. 14221, or 2) emailing the completed information to [dsp-nominations@people-inc.org](mailto:dsp-nominations@people-inc.org), or 3) completing the survey at [people-inc.org/dspnomination](http://people-inc.org/dspnomination) or 4) faxing to 716.817.2547.***

## Storytelling Component:

The four categories below are important agency values which correspond with the Direct Support Professional Core Competencies. These competencies have been communicated in our agency training classes and internal communications. In answering the following questions, tell a story about the nominee with specific information that describes the actions that the nominee took and the effect those actions had on the life of the person (or people) supported. Narrative should demonstrate how the nominee performed beyond his/her/their normal job duties. To protect the confidentiality of the people supported, use initials only and no other identifying information. Please check two or more areas in which this staff person excels and write about them on the following two pages. Please keep each description to 250 words or less. Please type or print. A separate sheet of paper may be used.

### **Putting People First and Maintaining Positive Relationships**

Describe how the staff member:

- Promoted advocacy after getting to know the person's wants and needs
- Demonstrated the ability to teach skills to people who are being supported
- Assisted in the development, implementation and evaluation of service plans
- Supported the person by establishing and maintaining positive relationships
- Used effective communication strategies, while demonstrating respect and empathy

### **Demonstrating Professionalism**

Describe how the staff member:

- Demonstrated attention to punctuality, reliability and flexibility
- Demonstrated respect and awareness in matters of diversity and inclusion
- Demonstrated enthusiasm for learning the skills required for the position
- Adhered to and promoted the mission, culture and ethical practices of the agency

### **Supporting Good Health and Safety**

Describe how the staff member:

- Demonstrated knowledge of the person's medical, nutritional, physical and psychological health needs
- Recognized and responded to signs and symptoms of illness or injury
- Supported and demonstrated safety in behavioral, transportation and emergency situations

### **Having a Home and Being Productive in Society**

Describe how the staff member:

- Supported the person in maintaining a comfortable living environment
- Supported daily skills regarding household tasks
- Supported meaningful community participation and contribution
- Supported activities regarding the person's educational and/or employment goals

***For questions, contact Jolene at 716.817.7257.***

***Winners will be chosen through an impartial committee review.***

***To ensure fairness, names of nominees will not be known by the reviewers.***

*For Internal Use Only*

*HR Review Completed:*

*Applicant Date of Hire:*



