



Direct Support Professional Week, September 9 - 15, 2018
People Inc. Direct Support Professionals of the Year Awards
Nomination Form 2018



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 who have developmental disabilities and demonstrate superior care and consistent dedication. Ten winners will be selected and announced during Direct Support Professionals week 2018, and will receive a \$1,000 monetary award. Each year, Direct Support Professionals week is observed nationally and honors these wonderful professionals for the valuable contributions they provide to their communities.

We are seeking nominations from individuals we serve, 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)
 - Hold a position that does not require college degree
2. Nominations must be received by August 10, 2018

Please complete the following:

Nominee's Name _____

People Inc. Location _____

Nominator's Name _____

Nominator's Phone _____

Relationship to Nominee _____

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 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) served. Narrative should demonstrate how the nominee performed beyond his/her 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 individual to establish and maintain 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**

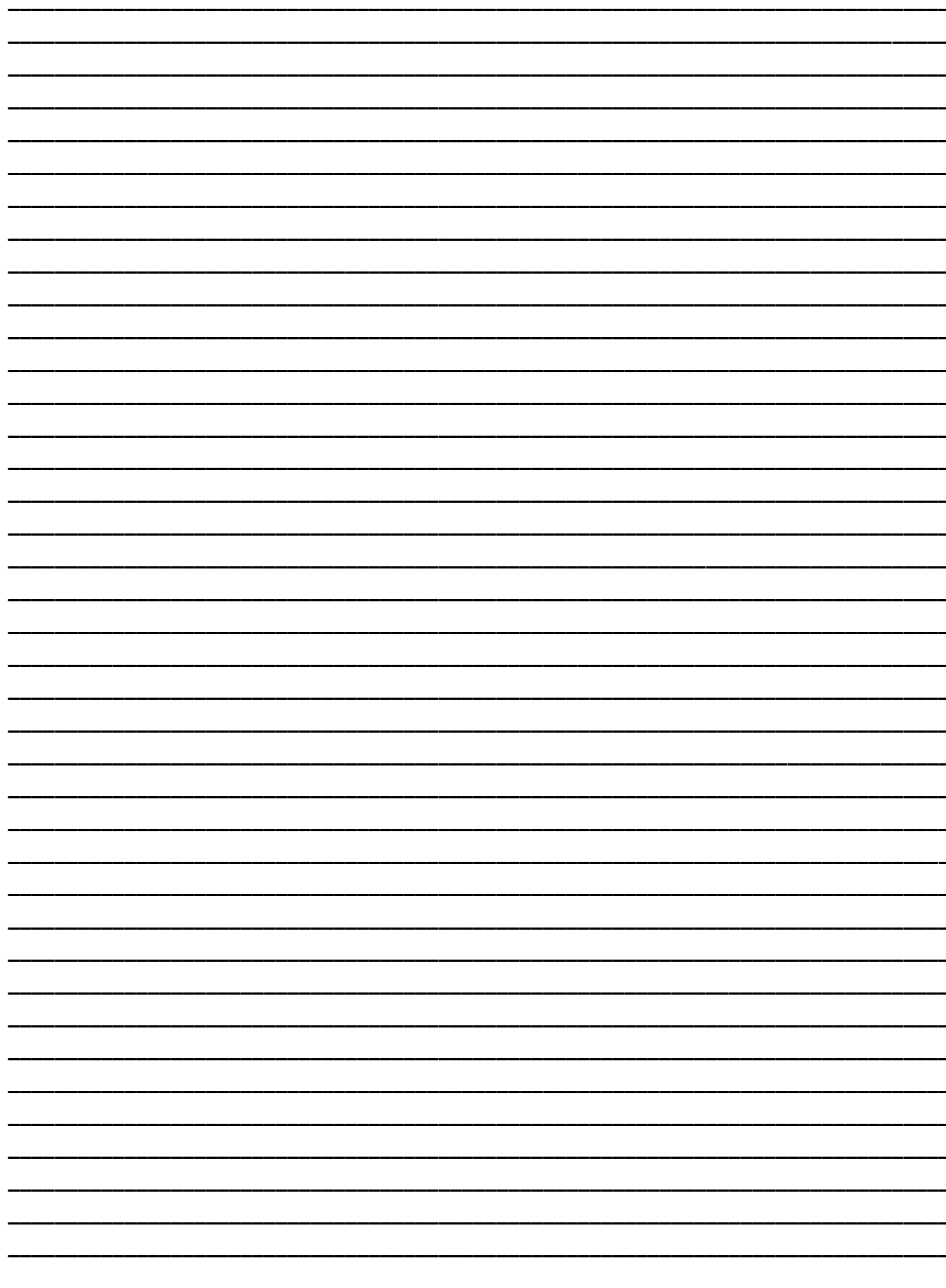
Describe how the staff member:

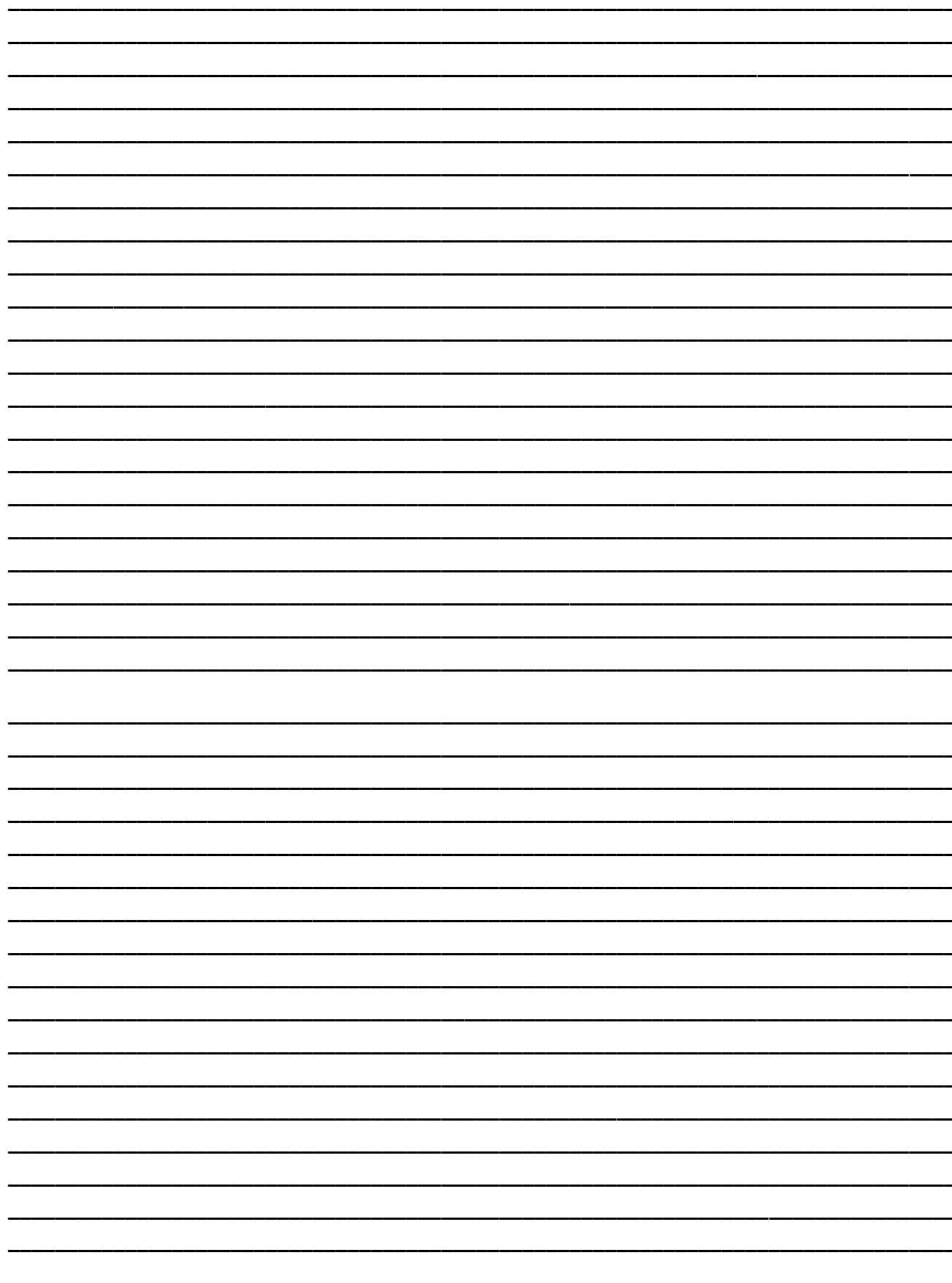
- Demonstrated knowledge of the individual's medical, nutritional, physical, psychological health needs
- Recognized and responded to signs and symptoms of illness or injury
- Supported and demonstrated safety in behavioral, transportation and emergency situations

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

Describe how the staff member:

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





Completed nominations can be mailed to Jolene Stanek, People Inc.'s Human Resource Department, 1219 North Forest Road, Williamsville, N.Y. 14221. For questions, contact Jolene at 817-7257. Winners will be chosen through impartial committee review. To ensure fairness, names of nominees will not be known by reviewers.

For Internal Use Only

HR Review Completed:

Applicant Date of Hire: