

UCI DEPARTMENT OF PATHOLOGY & LABORATORY MEDICINE

STAFF RECOGNITION - NOMINATION FORM

Who is ELIGIBLE?

Any frontline staff member who has been employed at least 90 days and has not been selected in the previous quarter.

What QUALITIES should the employee show?

An employee who goes above and beyond in displaying the following values and actions (please check as applicable):

- CUSTOMER SERVICE (service can be to other UCI Health staff, faculty and/or patients)
- TEAMWORK
- PERFORMANCE
- INNOVATION

Who can NOMINATE?

Any staff member can self-nominate and/or nominate another employee by filling out this form.

How will the employee be RECOGNIZED?

A \$100 gift card and a fleece jacket with the Department of Pathology logo will be awarded to the successful nominee. The person will also be featured in the Employee Spotlight on the Dept. of Pathology website.

Who will make the DECISION?

A committee team of employees (Staff Ambassadors) and assistant directors (Shirley Belen and Mary Eugenio-Allen) will select the best examples of our values, put the names into a lottery and one name will be picked randomly.

NOMINEE'S NAME: _____ DIVISION: _____

1. Describe the employee's accomplishments/contributions that went above and beyond the normal duties expected of the position – include as much specific details as possible:

2. Describe the employee's excellent customer service that supported the positive work environment at UCI Health – include as much specific details as possible:

3. Please provide any additional details that you feel are relevant for this nomination:

DATE: _____

NOMINATOR'S NAME (OPTIONAL): _____

Email submission form to adunnicl@hs.uci.edu