POLICY AND PROCEDURES REGARDING APTA HONORS AND AWARDS  BOD Y04-13-03-09 [Amended BOD Y06-08-01-01; BOD Y03-07-02-02; BOD Y03-07-02-01; BOD 11-06-05-05; BOD Y03-05-04-06; BOD 05-02-02-02; BOD 04-98-01-01; BOD 08-95-01-01; BOD 11-92-09-40; BOD 03-85-24-87; Initial BOD 11-84-11-51 (consolidated BOD 03-84-19-70 and BOD 04-79-03-05); BOD 11-78-02-03] [Policy]

The American Physical Therapy Association, through its Honors and Awards Program, formally recognizes individuals, institutions, and APTA components (chapters, sections and assemblies) whose contributions to the profession or to the Association are outstanding and substantial, and satisfy the approved criteria for the honor or award.

The Association’s honors and awards provide national attention and recognition for the contributions of the recipients and serve to enhance the reputation and public awareness of the entire profession. For individual members so recognized, Association honors and awards represent the highest level of peer recognition.

Purposes of Honors and Awards

The purposes of Association honors and awards shall be to:

1. Recognize only the most outstanding contributions of individuals within particular categories representing the profession or the Association as a whole, or representing specific areas in or related to practice, education, research, or to the literature in physical therapy.

2. Serve as an incentive for the Association’s members and components (chapters, sections and assemblies) in their achievement of outstanding and substantial contributions to the profession or to the Association.

3. Recognize formally the outstanding and substantial contributions to the profession of institutions that are independent of the Association.

Guiding Principles for Honors and Awards

1. The purpose, eligibility requirements, criteria, and procedures for each Association honor or award shall be approved by the Board of Directors.

   a. The purpose of each Association honor or award, including the specified nature of the contribution to be recognized, shall be stated clearly and shall not duplicate the purpose of any other Association honor or award.

   b. The eligibility requirements for each Association honor and award:

      (1) Shall require membership in the Association if the honor or award is made to individuals who should be expected to satisfy the Membership Qualifications Prescribed by the Board of Directors for any membership category other than Honorary, and

      (2) Shall exclude from eligibility, during their respective terms or periods of service:

         • Association employees (Exception: an Association employee shall not be excluded if the services that constitute the basis for the award nomination were performed at a time when the individual was not an Association employee);
• Members of the Awards Committee Subcommittees having review or recommendation functions with respect to the awards under its purview;

• Members of the Catherine Worthingham Fellows Subcommittee with respect to nominations for the Catherine Worthingham Fellow membership category; and

• Members of the Board of Directors

c. The criteria for each Association honor or award shall be clear, precise, measurable, related to the purpose of the honor or award, and useful in identifying the highest level of attainment of the contribution to be recognized.

The following honors and awards have been established by APTA’s Board of Directors:

**HONORS**
The membership class, Catherine Worthingham Fellows of APTA

**EDUCATION AWARDS**
Policy and Procedures for the Dorothy E. Baethke-Eleanor J. Carlin Award for Excellence in Academic Teaching
Policy and Procedures for the Signe Brunnström Award for Excellence in Clinical Teaching
Policy and Procedures for the F.A. Davis Award for Outstanding Physical Therapist Assistant Educator
Policy and Procedures for the Margaret L. Moore Award for Outstanding New Academic Faculty Member
Policy and Procedures for the Minority Initiatives Award

**LECTURE AWARDS**
Policy and Procedures for the John H.P. Maley Lectureship Award
Policy and Procedures for the Mary McMillan Lecture Award

**PRACTICE/SERVICE AWARDS**
Policy and Procedures for the Lucy Blair Service Award
Policy and Procedures for the Henry O. and Florence P. Kendall Practice Award
Policy and Procedures for the Marilyn Moffat Leadership Award
Policy and Procedures for the Outstanding Physical Therapist/Physical Therapist Assistant Team Award
Policy and Procedures for the Outstanding Physical Therapist Assistant Award

**PUBLICATIONS AWARDS**
Policy and Procedures for the Dorothy Briggs Memorial Scientific Inquiry Award
Policy and Procedures for the Chattanooga Research Award
Policy and Procedures for the Jules M. Rothstein Golden Pen Award for Scientific Writing
Policy and Procedures for the Helen J. Hislop Award for Outstanding Contributions to Professional Literature
Policy and Procedures for the Jack Walker Award

**RESEARCH AWARDS**
Policy and Procedures for the Eugene Michels New Investigator Award
Policy and Procedures for the Marian Williams Award for Research in Physical Therapy

**SCHOLARSHIP AWARDS**
Policy and Procedures for the Mary McMillan Scholarship Award
Policy and Procedures for the Minority Initiatives Scholarship Award
Policy and Procedures for the Jayne Snyder Scholarship Award

**ADVOCACY AWARDS**

Policy and Procedures for APTA’s Public Service Award
Policy and Procedures for the Federal Government Affairs Leadership Award
Policy and Procedures for the State Legislative Leadership Award

**d.** The procedures for each Association honor and award shall be appropriate for the purpose, eligibility requirements, and criteria of the honor and award, except that the following procedures shall apply to all honors and awards:

1. All Association honors and awards requiring the submission and receipt of nominations or applications shall have a single, common date for the receipt of such nominations and applications, as well as a single, common, and identified program, unit, or individual within the Association's headquarters to which or to whom to direct the nominations and applications.

2. Nominations for an honor or award may be submitted by individual Association members, chapters, sections, assemblies or others.

3. Nominations for each award and for the membership class, Catherine Worthingham Fellow, will be considered by Awards Committee Subcommittees appointed by the Board of Directors.

4. A. The members of each Awards Committee Subcommittee will review its assigned award nominations and recommend potential recipient(s) to the Board of Directors for final approval. For all awards all of the names of those individuals nominated for the honors and awards, as well as the names of those individuals recommended by the Awards Committee Subcommittees, will be presented to the Board of Directors for consideration.

   B. The members of the Catherine Worthingham Fellows Subcommittee will review the nominations received for this membership category, and submit all names nominated for the membership category and the recommended potential recipient(s) to the Board of Directors for final election.

5. Current members of the Board of Directors:
   - shall not nominate, write letters of support, or endorse members for awards or the membership category, Catherine Worthingham Fellow.
   - who are closely associated with a nominee in either a personal or professional manner in which a conflict of interest may exist, will be required to recuse themselves during discussion and voting concerning that nominee.

6. Current members of each Awards Committee Subcommittee with respect to the honor or awards under its purview:
   - shall not nominate, write letters of support, or endorse members for awards or the membership category, Catherine Worthingham Fellow.
   - who are closely associated with a nominee in either a personal or professional manner in which a conflict of interest may exist, will be required to recuse themselves during discussion and voting concerning that nominee.

7. Current Association staff members shall not nominate, write letters of support, or endorse members for awards or the membership category, Catherine Worthingham Fellow.

8. The final election or selection of recipients for all Association honors and awards shall be as set forth in the individual honors or awards policy adopted by the Board of Directors.
(9) Due to the sensitive nature of the review and election or selection process for national honors and awards, members who serve on the Awards Committee Subcommittees shall maintain confidentiality regarding their deliberations at all times. The recommendations presented by the Awards Committee Subcommittees to the APTA Board of Directors and the decisions of the Board pertaining to the election or selection of honorees or awardees will be final, and the reasons for those recommendations and decisions shall not be disclosed.

(10) The confidentiality of Association honors and awards recipients, except for the Mary McMillan Lecture Award, shall be maintained until the recipients have received official notification from the APTA Board of Directors. The confidentiality of the Mary McMillan Lecture Award shall be maintained until the announcement is made at the NEXT (formerly titled the Annual Conference and Exposition).

2. An Association honor or award, need not be given annually.

3. No more honors or awards will be given than the number identified for each honor or award.

4. The purposes and criteria of Association honors and awards shall be reviewed and evaluated periodically to determine if the criteria are accomplishing the stated purposes and if they conform to this Policy on Honors and Awards.

5. a. The funding of honors and awards shall be through the general funds and subsidiaries of the Association.

   b. The funding of a corporate-sponsored award originating from an organization external to the Association shall be borne fully by that organization.

6. Association honors and awards given to individuals shall be subject to the following guiding principles:

   a. The granting of an Association honor or award to an individual shall not preclude that individual from being considered for, or being given, any other Association honor or award at the same time or at another time.

   b. Recipients will be recognized at an official function at the NEXT Conference and Exposition.

   c. Other than the Mary McMillan Lecture Award and John H.P. Maley Lectureship Award, selection is not contingent upon the recipient’s attendance at the NEXT Conference and Exposition.

7. Nominations for awards considered by the Awards Committee Subcommittees and not selected for an award during the first year of submission will be resubmitted for the next year’s Honors and Awards Program (i.e., one year after the original nomination submission), if the nominee continues to meet the eligibility and criteria for selection for the award. Staff will review nominations for continued eligibility. Resubmission of nominations for an award in subsequent years (after the second year of consideration) will require that the nominee continue to meet the eligibility and criteria for selection for the award, the consent of the nominator, and an update of the nomination package. (Exceptions: Mary McMillan Scholarship Award, Minority Scholarship Award, Dorothy Briggs Memorial Scientific Inquiry Award, Chattanooga Research Award, and Jack Walker Award.)

8. Honors and awards presented at the annual Honors and Awards Ceremony shall be the newly selected Catherine Worthingham Fellows, recipients of the Mary McMillan Scholarship Award and Minority Scholarship Award, Recognition of Advanced Proficiency for the Physical Therapist Assistant recipients, and recipients of the Association’s Honors and Awards Program. Whenever possible, individuals for whom APTA awards are named shall be invited to attend APTA’s NEXT to present the award at the Honors and Awards Ceremony and will receive complimentary travel to that ceremony.
Explanation of Reference Numbers:
BOD P00-00-00-00 stands for Board of Directors/month/year/page/vote in the Board of Directors Minutes; the "P" indicates that it is a position (see below). For example, BOD P11-97-06-18 means that this position can be found in the November 1997 Board of Directors minutes on Page 6 and that it was Vote 18.