THE MENDED HEARTS, INC.

AWARDS MANUAL

For Volunteerism, Services and Efforts in Calendar Year 2019
(2018 and 2020 are not to be considered)

Rev. 05-11-2020
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Recognition of those who generously give of themselves above and beyond is an important tool within an organization that strives for excellence and delivery of its mission. Members, volunteers, sponsors, healthcare workers and others contribute every day to support, educate, and advocate for heart patients and their families. As members, chapters, groups, and others are the life blood, the heart of The Mended Hearts, Inc., it is imperative that we acknowledge more of them for their service and contributions with expansion of The Mended Hearts, Inc. Awards Program.

This manual includes an explanation of the traditional and new MHI Awards, at the regional, divisional (Mended Hearts, Mended Little Hearts) and national (MHI) levels. Our awards continue to accentuate our cornerstone program, visiting, with specific recognition of volunteers who embody the spirit and motivation of our mission. Mended Hearts Chapters and Mended Little Hearts Groups have an opportunity to shine with awards that both foster and recognize excellence.

While some awards may be presented within a region, all award recipients will be recognized at the annual meeting for The Mended Hearts, Inc.

This manual will define our awards with a thorough explanation of the criteria, nomination process, and selection process for each award.

**General Award Selection Process**

**Nomination Forms:** The year of consideration is 2019, not 2018 or 2020. Nomination Forms must be submitted for ALL awards—National and Regional. All nomination forms may be accompanied by news or other media articles and announcements about the candidate, copies of award certificates, and chapter officer or group coordinator references. Nomination Form categories should be the criteria for the award.

**Selection Committees:** There shall be two selection committees for awards—a MHI National Awards Selection Committee, and a National Division Awards Selection Committee. The MHI National Awards Selection Committee will review nominees for the MHI national awards, and the National Division Awards Selection Committee will review the regional award winners to determine the national division winners (MH or MLH). Both Selection Committees should be comprised of Mended Hearts and Mended Little Hearts members who are not nominated, and whose chapter or group is not nominated, for any award. The Regional Awards should be selected by the Regional Director and corresponding Assistant Regional Directors using the scoring sheets provided for each award.

**Scoring Sheets:** Scoring Sheets must be submitted for ALL awards using the criteria for the award as the categories for scoring.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAY 7</td>
<td>Judy Himes sends the Awards Timeline to the MHI Board of Directors.</td>
</tr>
<tr>
<td>MAY 11</td>
<td>Mandy Sandkuhler sends a national email with award information to all members. The email will have links to nomination forms and instructions.</td>
</tr>
<tr>
<td>MAY 13</td>
<td>Judy emails Corporate Award nomination forms to the MHI Board. Judy emails Tita Hutchens Award nomination forms to the MLH Steering Committee.</td>
</tr>
<tr>
<td>JUNE 12</td>
<td>Deadline: Chapters submit regional award nominations to Judy and to the RD’s.</td>
</tr>
<tr>
<td>JUNE 15</td>
<td>Judy sends all judging sheets for regional awards to RD’s and ARD’s. RD’s and ARD’s begin judging the regional awards.</td>
</tr>
</tbody>
</table>
| JUNE 19   | **Deadline**: RD’s send regional winners to the Resource Center (Judy).  
**Deadline**: Board members submit Corporate Award to the Resource Center (Judy).  
**Deadline**: Steering Committee members submit Tita Hutchens Award nominations to the Resource Center (Judy). |
| JUNE 22 – 26 | Judy emails the nomination packets (winners of regional awards) and judging sheets to the Division Awards Selection Committee(s), to select MH and MLH Division Awards. Judy emails Corporate Award nominees to the Board and Tita Hutchens Award nominees to the Steering Committee. |
| JULY 1    | **Deadline**: MHI Board sends Corporate Award winner to Resource Center (Judy)                  
**Deadline**: MLH Steering Committee sends winner of Tita Hutchens Award to Resource Center (Judy) |
| JULY 8    | **Deadline**: Division Awards Selection Committee sends the winners to the Resource Center (Judy).  
**Deadline**: Chapters submit the Mary M Amato Student Education Award nominations to the Resource Center (Judy). |
| JULY 9 – 15 | Judy sends emails with nomination packets (winners of division awards) and judging sheets to the MHI National Awards Selection Committee, to select MHI National Awards. Judy sends nomination packets for the Mary M Amato Student Education Award to the MHI National Awards Selection Committee, to select the winners. |
| JULY 28   | **Deadline**: MHI National Awards Selection Committee sends final votes to the Resource Center (Judy). |
| JULY 29 – AUGUST 17 | Resource Center prepares award plaques and certificates. |
| AUGUST 23 | Annual Meeting: Awards Presentation.                                                            |
Our purpose is to recognize many more members for their service, more chapters and groups for their contributions, and to make the award process more equitable across the board.

NATIONAL AND REGIONAL AWARDS

Harken Award

Tita Hutchens Award

Mary M Amato Student Education Award

Corporate Award

MHI Mended Heart of the Year Award – Two nominees only. Nominees are the winner of the MH Volunteer of the Year Award and the winner of the MLH Volunteer of the Year Award.

• **MH Volunteer of the Year Award.** Eight nominees only. Nominees are the winners of the eight MH Regional Volunteer of the Year Awards.

  • **MH Regional Volunteer of the Year Award.** One winner chosen from each region.
    One nominee per chapter in the Central Region. One winner chosen.
    One nominee per chapter in the Mid-Atlantic Region. One winner chosen.
    One nominee per chapter in the Midwest Region. One winner chosen.
    One nominee per chapter in the Northeastern Region. One winner chosen.
    One nominee per chapter in the Rocky Mountain Region. One winner chosen.
    One nominee per chapter in the Southern Region. One winner chosen.
    One nominee per chapter in the Southwestern Region. One winner chosen.
    One nominee per chapter in the Western Region. One winner chosen.

• **MLH Volunteer of the Year Award.** Eight nominees only. Nominees are the winners of the eight MLH Regional Volunteer Heart of the Year Awards.

  • **MLH Regional Volunteer of the Year Award.** One winner chosen from each region.
    One nominee per group in the Central Region. One winner chosen.
    One nominee per group in the Mid-Atlantic Region. One winner chosen.
    One nominee per group in the Midwest Region. One winner chosen.
    One nominee per group in the Northeastern Region. One winner chosen.
    One nominee per group in the Rocky Mountain Region. One winner chosen.
    One nominee per group in the Southern Region. One winner chosen.
    One nominee per group in the Southwestern Region. One winner chosen.
    One nominee per group in the Western Region. One winner chosen.
President’s Cup Award—Two nominees only. Nominees are the winner of the MH Chapter Excellence Award and the winner of the MLH Group Excellence Award

- **MH Chapter Excellence Award** — Eight nominees only. Nominees are the winners of the eight MH Regional Chapter Excellence Awards.
  
  - **MH Regional Chapter Excellence Award.** One winner chosen from each region.
    Chapter nominations in the Central Region. One winner chosen.
    Chapter nominations in the Mid-Atlantic Region. One winner chosen.
    Chapter nominations in the Midwest Region. One winner chosen.
    Chapter nominations in the Northeastern Region. One winner chosen.
    Chapter nominations in the Rocky Mountain Region. One winner chosen.
    Chapter nominations in the Southern Region. One winner chosen.
    Chapter nominations in the Southwestern Region. One winner chosen.
    Chapter nominations in the Western Region. One winner chosen.

- **MLH Group Excellence Award** — Eight nominees only. Nominees are the winners of the eight MLH Regional Group Excellence Awards.
  
  - **MLH Regional Group Excellence Award.** One winner chosen from each region.
    Group nominations in the Central Region. One winner chosen.
    Group nominations in the Mid-Atlantic Region. One winner chosen.
    Group nominations in the Midwest Region. One winner chosen.
    Group nominations in the Northeastern Region. One winner chosen.
    Group nominations in the Rocky Mountain Region. One winner chosen.
    Group nominations in the Southern Region. One winner chosen.
    Group nominations in the Southwestern Region. One winner chosen.
    Group nominations in the Western Region. One winner chosen.

**MHI Hospital of the Year Award** - Two nominees only. Nominees are the winner of the MH Hospital of the Year Award and the winner of the MLH Hospital of the Year Award.

- **MH Hospital of the Year Award** — Eight nominees only. Nominees are the winners of the eight MH Regional Hospital of the Year Awards.
  
  - **MH Regional Hospital of the Year Award.** One winner chosen from each region.
    Hospital nominations in the Central Region. One winner chosen.
    Hospital nominations in the Mid-Atlantic Region. One winner chosen.
    Hospital nominations in the Midwest Region. One winner chosen.
    Hospital nominations in the Northeastern Region. One winner chosen.
    Hospital nominations in the Rocky Mountain Region. One winner chosen.
    Hospital nominations in the Southern Region. One winner chosen.
    Hospital nominations in the Southwestern Region. One winner chosen.
    Hospital nominations in the Western Region. One winner chosen.

- **MLH Hospital of the Year Award** — Eight nominees only. Nominees are the winners of the eight MLH Regional Hospital of the Year Awards.
  
  - **MLH Regional Hospital of the Year Award.** One winner chosen from each region.
    Hospital nominations in the Central Region. One winner chosen.
    Hospital nominations in the Mid-Atlantic Region. One winner chosen.
    Hospital nominations in the Midwest Region. One winner chosen.
    Hospital nominations in the Northeastern Region. One winner chosen.
    Hospital nominations in the Rocky Mountain Region. One winner chosen.
    Hospital nominations in the Southern Region. One winner chosen.
    Hospital nominations in the Southwestern Region. One winner chosen.
    Hospital nominations in the Western Region. One winner chosen.
Visiting Chair Excellence Award - Two nominees only. Nominees are the winner of the MH Visiting Chair Excellence Award and the winner of the MLH Visiting Chair Excellence Award.

- **MH Visiting Chair Excellence Award** – Eight nominees only. Nominees are the winners of the eight MH Regional Visiting Chair Excellence Awards.
  - **MH Regional Visiting Chair Excellence Award.** One winner chosen from each region.
    - One nominee per chapter in the Central Region. One winner chosen.
    - One nominee per chapter in the Mid-Atlantic Region. One winner chosen.
    - One nominee per chapter in the Midwest Region. One winner chosen.
    - One nominee per chapter in the Northeastern Region. One winner chosen.
    - One nominee per chapter in the Rocky Mountain Region. One winner chosen.
    - One nominee per chapter in the Southern Region. One winner chosen.
    - One nominee per chapter in the Southwestern Region. One winner chosen.
    - One nominee per chapter in the Western Region. One winner chosen.

- **MLH Visiting Chair Excellence Award** – Eight nominees only. Nominees are the winners of the eight MLH Regional Visiting Chair Excellence Awards.
  - **MLH Regional Visiting Chair Excellence Award.** One winner chosen from each region.
    - One nominee per group in the Central Region. One winner chosen.
    - One nominee per group in the Mid-Atlantic Region. One winner chosen.
    - One nominee per group in the Midwest Region. One winner chosen.
    - One nominee per group in the Northeastern Region. One winner chosen.
    - One nominee per group in the Rocky Mountain Region. One winner chosen.
    - One nominee per group in the Southern Region. One winner chosen.
    - One nominee per group in the Southwestern Region. One winner chosen.
    - One nominee per group in the Western Region. One winner chosen.

Accredited Visitor Excellence Award - Two nominees only. Nominees are the winner of the MH Accredited Visitor Excellence Award and the winner of the MLH Accredited Visitor Excellence Award.

- **MH Accredited Visitor Excellence Award** – Eight nominees only. Nominees are the winners of the eight MH Regional Accredited Visitor Excellence Awards.
  - **MH Regional Accredited Visitor Excellence Award.** One winner chosen from each region.
    - One nominee per chapter in the Central Region. One winner chosen.
    - One nominee per chapter in the Mid-Atlantic Region. One winner chosen.
    - One nominee per chapter in the Midwest Region. One winner chosen.
    - One nominee per chapter in the Northeastern Region. One winner chosen.
    - One nominee per chapter in the Rocky Mountain Region. One winner chosen.
    - One nominee per chapter in the Southern Region. One winner chosen.
    - One nominee per chapter in the Southwestern Region. One winner chosen.
    - One nominee per chapter in the Western Region. One winner chosen.

- **MLH Accredited Visitor Excellence Award** – Eight nominees only. Nominees are the winners of the eight MLH Regional Accredited Visitor Excellence Awards.
  - **MLH Regional Accredited Visitor Excellence Award.** One winner chosen from each region.
    - One nominee per group in the Central Region. One winner chosen.
    - One nominee per group in the Mid-Atlantic Region. One winner chosen.
    - One nominee per group in the Midwest Region. One winner chosen.
    - One nominee per group in the Northeastern Region. One winner chosen.
    - One nominee per group in the Rocky Mountain Region. One winner chosen.
    - One nominee per group in the Southern Region. One winner chosen.
    - One nominee per group in the Southwestern Region. One winner chosen.
    - One nominee per group in the Western Region. One winner chosen.
Internet Visitor Excellence Award - Two nominees only. Nominees are the winner of the MH Internet Visitor of the Year Award and the winner of the MLH Internet Visitor of the Year Award.

- **MH Internet Visitor Excellence Award** — Eight nominees only. Nominees are the winners of the eight MH Internet Visitor of the Year Awards.
  
  - **MH Regional Internet Visitor Excellence Award**. One winner chosen from each region
  One nominee per chapter in the Central Region. One winner chosen.
  One nominee per chapter in the Mid-Atlantic Region. One winner chosen.
  One nominee per chapter in the Midwest Region. One winner chosen.
  One nominee per chapter in the Northeastern Region. One winner chosen.
  One nominee per chapter in the Rocky Mountain Region. One winner chosen.
  One nominee per chapter in the Southern Region. One winner chosen.
  One nominee per chapter in the Southwestern Region. One winner chosen.
  One nominee per chapter in the Western Region. One winner chosen.

- **MLH Internet Visitor Excellence Award** — Eight nominees only. Nominees are the winners of the eight MLH Internet Visitor of the Year Awards.
  
  - **MLH Regional Internet Visitor Excellence Award**. One winner chosen from each region
  One nominee per group in the Central Region. One winner chosen.
  One nominee per group in the Mid-Atlantic Region. One winner chosen.
  One nominee per group in the Midwest Region. One winner chosen.
  One nominee per group in the Northeastern Region. One winner chosen.
  One nominee per group in the Rocky Mountain Region. One winner chosen.
  One nominee per group in the Southern Region. One winner chosen.
  One nominee per group in the Southwestern Region. One winner chosen.
  One nominee per group in the Western Region. One winner chosen.

Newsletter of the Year Award - Two nominees only. Nominees are the winner of the MH Newsletter of the Year Award and the winner of the MLH Newsletter of the Year Award.

- **MH Newsletter of the Year Award** — Eight nominees only. Nominees are the winners of the eight MH Regional Newsletter of the Year Awards.
  
  - **MH Regional Newsletter of the Year Award**. One winner chosen from each region
  One nominee per chapter in the Central Region. One winner chosen.
  One nominee per chapter in the Mid-Atlantic Region. One winner chosen.
  One nominee per chapter in the Midwest Region. One winner chosen.
  One nominee per chapter in the Northeastern Region. One winner chosen.
  One nominee per chapter in the Rocky Mountain Region. One winner chosen.
  One nominee per chapter in the Southern Region. One winner chosen.
  One nominee per chapter in the Southwestern Region. One winner chosen.
  One nominee per chapter in the Western Region. One winner chosen.

- **MLH Newsletter of the Year Award** — Eight nominees only. Nominees are the winners of the eight MLH Newsletter of the Year Awards.
  
  - **MLH Regional Newsletter of the Year Award**. One winner chosen from each region
  One nominee per group in the Central Region. One winner chosen.
  One nominee per group in the Mid-Atlantic Region. One winner chosen.
  One nominee per group in the Midwest Region. One winner chosen.
  One nominee per group in the Northeastern Region. One winner chosen.
  One nominee per group in the Rocky Mountain Region. One winner chosen.
  One nominee per group in the Southern Region. One winner chosen.
  One nominee per group in the Southwestern Region. One winner chosen.
  One nominee per group in the Western Region. One winner chosen.
Sydney & Helen Shuman Nurse Recognition Award - Two nominees only. Nominees are the winner of the MH Nurse of the Year Award and the winner of the MLH Nurse of the Year Award.

- **MH Nurse of the Year Award** — Eight nominees only. Nominees are the winners of the eight MH Regional Newsletter of the Year Awards.
  - **MH Regional Nurse of the Year Award.** One winner chosen from each region
    One nominee per chapter in the Central Region. One winner chosen.
    One nominee per chapter in the Mid-Atlantic Region. One winner chosen.
    One nominee per chapter in the Midwest Region. One winner chosen.
    One nominee per chapter in the Northeastern Region. One winner chosen.
    One nominee per chapter in the Rocky Mountain Region. One winner chosen.
    One nominee per chapter in the Southern Region. One winner chosen.
    One nominee per chapter in the Southwestern Region. One winner chosen.
    One nominee per chapter in the Western Region. One winner chosen.

- **MLH Nurse of the Year Award** — Eight nominees only. Nominees are the winners of the eight MLH Newsletter of the Year Awards.
  - **MLH Regional Nurse of the Year Award.** One winner chosen from each region
    One nominee per group in the Central Region. One winner chosen.
    One nominee per group in the Mid-Atlantic Region. One winner chosen.
    One nominee per group in the Midwest Region. One winner chosen.
    One nominee per group in the Northeastern Region. One winner chosen.
    One nominee per group in the Rocky Mountain Region. One winner chosen.
    One nominee per group in the Southern Region. One winner chosen.
    One nominee per group in the Southwestern Region. One winner chosen.
    One nominee per group in the Western Region. One winner chosen.
National Awards, Section I

HARKEN AWARD

TITA HUTCHENS AWARD

MARY M AMATO STUDENT EDUCATION AWARD

CORPORATE AWARD
The Harken Award

The Harken Award is given once every two years (on an odd-numbered year) to an individual or individuals or organization for excellence in the field of cardiovascular medicine. The recipient is to be recommended by the MHI Board of Directors and MLH Steering Committee and selected by the Board of Directors. The Harken Award may be presented at the Annual Meeting. The award will include an honorarium in an amount to be determined by the Board of Directors.

The award is named in honor of the “father” of Mended Hearts, pioneer heart surgeon and pre-eminent cardiologist, Dwight E. Harken, M.D. Past recipients have included the American College of Cardiology, Dr. Denton Cooley, The Texas Heart Institute, the Cleveland Clinic Foundation, Earl Bakken, among others.

CRITERIA
Nominee must:
• Be a medical professional working in the field of cardiovascular medicine.
• Be an expert in his or her field.
• Work closely with MHI and recognize and promote the importance of peer-to-peer support.

NOMINATION PROCESS
• MHI Board members nominate a medical professional who meets criteria, using a nomination form.
• This award is presented on odd-numbered years.

SELECTION PROCESS
• MHI Board discusses the nominees, using only the nomination forms.
• MHI Board votes on the winner.

NOMINATION FORMS
Specific annual forms are subject to change because of due dates and other instructions. Therefore, annual fillable PDF nomination forms may be obtained by contacting the Resource Center.
The Tita Hutchens Award

The Tita Hutchens Award was created in 2015 to honor those individuals and/or organizations that have provided outstanding service to Mended Little Hearts to help the program better serve its mission—to empower families affected by congenital heart defects and disease.

Mended Hearts leader Tita Hutchens founded Mended Little Hearts in 2004 as a program of the Mended Hearts, Inc. because she had a passion for helping children with congenital heart disease and their families. While Mended Hearts supports all patients with heart disease and their families, the Mended Little Hearts program was started to meet the specific needs of children with congenital heart disease (CHD)—heart disease that is present at birth—and to support their families as they travel on their journey with CHD, both in the hospital and at home. In the years since 2004, Mended Little Hearts has increased its reach, has developed many new programs and resources, and, most importantly has created personal connections that let people know they are not alone. We could not have done this without help.

This award was created in memory of Tita Hutchens to honor and recognize people and/or organizations who have supported Mended Little Hearts, and, as a result, have supported the families and communities it serves. The award is presented annually.

CRITERIA
Nominee must:

• Be an individual outside of Mended Little Hearts (not a Mended Little Hearts or Mended Hearts leader), or an organization that works with Mended Little Hearts.
• Be currently working with Mended Little Hearts to help support, educate, or advocate for families and/or increasing awareness of CHD.
• Have impacted Mended Little Hearts in a positive way in furtherance of its mission.

NOMINATION PROCESS
• MLH Steering Committee members nominate an individual or organization who meets criteria for the award, using a nomination form.

SELECTION PROCESS
• MLH Steering Committee reviews nomination forms and discusses nominees.
• MLH Steering Committee votes on the winner.

NOMINATION FORMS
Specific annual forms are subject to change because of due dates and other instructions. Therefore, annual fillable PDF nomination forms may be obtained by contacting the Resource Center.
The Mary M Amato Student Education Award recognizes the impact healthcare professionals have in treating individuals with heart disease. The Award is given to support a student who has shown leadership and a commitment to the important field of healthcare and who endeavors to care for cardiovascular disease patients and their families. The Mary M. Amato Educational Award was established to support future healthcare leaders in continuing the vital mission of positively impacting those affected with heart disease across the lifespan.

Two awards of $500.00 each will be awarded.

CRITERIA

- Nominees must be family members of MHI members in good standing who have been members for at least one year prior to nominating someone for this award.
- Family members include immediate family members, grandchildren, grandparents, nieces and nephews, and aunts and uncles.
- Nominees must be at least 17 years of age.
- Nominees must have demonstrated a commitment to pursuing education in the field of healthcare.
- This award will be paid to the winner upon submission of proof of acceptance to, registration for, or proof of attendance at an accredited college, university, technical school, or trade school.
- Previous winners may not be nominated again.
- Nominees who were not selected as winners of this award may be nominated again in future years.

NOMINATION PROCESS

- Nominations come from MH chapters and MLH groups as well as MHI Board and MLH Steering Committee members.
- Nomination forms must be used. No nominations will be accepted without a nomination form.

SELECTION PROCESS

- A Selection Committee reviews all nomination forms, with attachments, and scores nominees.
- The nominee with the highest score wins.
- In the event of a tie, the Selection Committee discusses the tying nominees and votes on a winner.

NOMINATION FORMS

Specific annual forms are subject to change because of due dates and other instructions. Therefore, annual fillable PDF nomination forms may be obtained by contacting the Resource Center.
The Corporate Award

The Corporate Award is given annually in recognition of exemplary service to and support of The Mended Hearts, Inc. The awardee serves as a model of collaboration, compassion, and commitment. The recipient has demonstrated partnership with The Mended Hearts, Inc. in furtherance of its mission of providing hope and improving the quality of life of heart patients and their families through ongoing peer-to-peer support, education and advocacy.

CRITERIA

- Monetary support, including in-kind contributions.
- Leadership in fostering support to The Mended Hearts, Inc. from other corporate and external sources.
- Responsible and exemplary leadership in advancing quality patient care in general, exclusive of the Mended Hearts contribution.
- Overall impact of the corporation’s support to the Mended Hearts mission.

NOMINATION PROCESS

- MHI Board members nominate corporations that meet all criteria, using the nomination form.

SELECTION PROCESS

- MHI Board discusses nominees using only the nomination forms and any attachments.
- MHI Board votes on the winner.

NOMINATION FORMS

Specific annual forms are subject to change because of due dates and other instructions. Therefore, annual fillable PDF nomination forms may be obtained by contacting the Resource Center.
National Awards, Section 2

MHI Mended Heart of the Year
MH Volunteer of the Year
MLH Volunteer of the Year

MHI President’s Cup
MH Chapter Excellence Award
MLH Group Excellence Award

MHI Hospital of the Year Award
MH Hospital of the Year Award
MLH Hospital of the Year Award

MHI Visiting Chair Excellence Award
MH Visiting Chair Excellence Award
MLH Visiting Chair Excellence Award

MHI Accredited Visitor Excellence Award
MH Accredited Visitor Excellence Award
MLH Accredited Visitor Excellence Award

MHI Internet Visitor Excellence Award
MH Internet Visitor Excellence Award
MLH Internet Visitor Excellence Award

MHI Newsletter of the Year Award
MH Newsletter of the Year Award
MLH Newsletter of the Year Award

MHI Sydney & Helen Shuman Nurse Recognition Award
MH Nurse of the Year Award
MLH Nurse of the Year Award
The MHI Mended Heart of the Year Award: This prestigious award is given annually to recognize a volunteer of The Mended Hearts, Inc. for going above and beyond in supporting patients and their families, furthering the MHI mission, vision, values and goals, and making a positive difference in the organization and their community. The recipient has demonstrated outstanding dedication and commitment to MHI and its members and has worked to improve the organization and its services.

CRITERIA
- Must be a current winner of the national Mended Hearts Volunteer of the Year or Mended Little Hearts Volunteer of the Year.
- Outstanding service in support of the MHI mission.
- Participation on national or local committees, boards, task forces, etc.
- Demonstrated work in local community to support cardiovascular disease patients and families.
- Attends MHI national or regional conferences and/or Symposium.
- Active member in good standing, excluding staff and honorary members.
- Demonstrates leadership at a local and national or regional level.
- Recognized by hospitals or medical professionals for positive impact through MHI.
- Participation in MHI national events, campaigns and/or fundraisers.
- Works to increase membership of MHI.
- Previous winners are eligible for nomination after three years of winning this award.
The MHI Mended Heart of the Year Award (cont’d)

NOMINATION PROCESS
- The ONLY two nominees to be considered are the winners of the MH Volunteer of the Year Award and the MLH Volunteer of the Year Award.
- Both nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- An MHI National Awards Selection Committee reviews ONLY the nomination forms and attachments.
- Each committee member uses a scoring sheet to judge the nominees.
- The candidate with the highest score is the winner.
- In the event of a tie, the Selection Committee discusses the candidates and votes on a winner.
The MH Volunteer of the Year Award is given annually to recognize an MH volunteer for going above and beyond in supporting patients and their families, furthering the MHI mission, vision, values and goals, and making a positive difference in the organization and their community. The recipient has demonstrated outstanding dedication and commitment to MHI and its members and has worked to improve the organization and its services.

CRITERIA
- Must be a current winner of a MH Regional of the Year Award.
- Outstanding service in support of the MHI mission.
- Participation on national committees, boards, task forces, etc.
- Demonstrated work in local community to support cardiovascular disease patients and families.
- Attends MHI national or regional conferences and/or Symposium.
- Active member in good standing, excluding staff and honorary members.
- Demonstrates leadership at a local and national or regional level.
- Recognized by hospitals or medical professionals for positive impact through MHI.
- Participation in MHI national events, campaigns and/or fundraisers.
- Works to increase membership of MHI.
- Previous winners are eligible for nomination after three years of winning this award.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MH Regional Volunteer of the Year Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
The MLH Volunteer of the Year Award is given annually to recognize an MLH Volunteer for going above and beyond in supporting patients and their families, furthering the MHI mission, vision, values and goals, and making a positive difference in the organization and their community. The recipient has demonstrated outstanding dedication and commitment to MHI and its members and has worked to improve the organization and its services.

CRITERIA
- Must be a current winner of a Mended Little Heart Regional of the Year Award.
- Outstanding service in support of the MHI mission
- Participation on national committees, boards, task forces, etc.
- Demonstrated work in local community to support cardiovascular disease patients and families.
- Attends MHI national or regional conferences and/or Symposium.
- Active member in good standing, excluding staff and honorary members.
- Demonstrates leadership at a local and national or regional level.
- Recognized by hospitals or medical professionals for positive impact through MHI.
- Participation in MHI national events, campaigns and/or fundraisers.
- Works to increase membership of MHI.
- Previous winners are eligible for nomination after three years of winning this award.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MLH Regional Volunteer of the Year Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
The Mended Hearts, Inc. (MHI) President’s Cup Award: This prestigious annual award is selected from the winners of the MH Chapter Excellence Award and the MLH Group Excellence Award. It is given to the Chapter or Group that has exhibited outstanding service and has demonstrated excellence in its commitment to and furtherance of the mission, vision, values and goals of The Mended Hearts, Inc.

CRITERIA
- Must be a current winner of the national Chapter Excellence Award or the national Group Excellence Award.
- Chapter or group in good standing having filled out the Annual Report on time.
- An active visiting program with growth in number of visits or an active Bravery Bag program or similar hospital support or must support a Bravery Bag Program in a group near them.
- Financial support for at least one representative to attend an MHI national or regional conference.
- Presence on social media.
- Participates in MHI campaigns and national events.
- Had at least 4 educational speakers and/or programs during the previous year.
- Demonstrates work in their local community.
- Growth in membership.
NOMINATION PROCESS
• The ONLY two nominees to be considered are the winners of the MH Chapter Excellence Award and the MLH Group Excellence Award.
• Both nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
• An MHI National Awards Selection Committee reviews ONLY the above nomination forms and attachments.
• Each committee member uses a scoring sheet to judge the nominees.
• The Chapter of Group Excellence Winner with the highest score wins the President’s Cup.
• In the event of a tie, nomination forms with attachments and annual reports will be reviewed by the Selection Committee and a winner selected.
The MH Chapter Excellence Award: This prestigious annual award is given to the MH Chapter that has exhibited excellence in service to its members, to the organization, and to the chapter's local community. The Chapter awarded the Chapter Excellence Award must have demonstrated commitment to and furtherance of the mission, vision, values and goals of The Mended Hearts, Inc.

CRITERIA
- Must be a current winner of a MH Regional Chapter Excellence Award.
- Chapter in good standing having filled out the Annual Report on time.
- An active visiting program with growth in number of visits.
- Financial support for at least one representative to attend a MHI national or regional conference.
- Presence on social media.
- Promotes MHI campaigns and national events.
- Had at least 4 educational speakers and/or programs during the previous year.
- Demonstrates work in their local community.
- Growth in membership.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MH Regional Chapter Excellence Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Mended Little Hearts members of the Selection Committee will review the nomination packets for the tying groups. Then they will discuss, vote, and send their choice to the entire Selection Committee.
The MLH Group Excellence Award: This prestigious annual award is given to the MLH Group that has exhibited excellence in service to its members, to the organization, and to the group's local community. The Group awarded the Group Excellence Award must have demonstrated commitment to and furtherance of the mission, vision, values and goals of The Mended Hearts, Inc.

CRITERIA
- Must be a current winner of a MLH Regional Group Excellence Award.
- Group in good standing having filled out the Annual Report on time.
- An active visiting program with growth in number of visits.
- Financial support for at least one representative to attend a MHI national or regional conference.
- Presence on social media.
- Promotes MHI campaigns and national events.
- Has at least 4 educational speakers and/or programs during the previous year.
- Demonstrates work in their local community.
- Growth in membership.
- Had at least one CHD Awareness activity or event.
- Supports bereaved families.
- Must have an active Bravery Bag program or other hospital support program or support a Bravery Bag program of a group near them.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MLH Regional Group Excellence Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Mended Hearts members of the Selection Committee will review the nomination packets for the tying groups. Then they will discuss, vote, and send their choice to the entire Selection Committee.
The Mended Hearts, Inc. (MHI) Hospital of the Year Award: This prestigious annual award recognizes the hospital that has demonstrated outstanding participation in the mission and values of Mended Hearts and/or Mended Little Hearts and partnership with a Chapter or Group in its area. The recipient hospital is recognized for excellence and outstanding service in helping Mended Hearts and/or Mended Little Hearts provide support and education to its members and the local community.

CRITERIA
- Must be a current winner of the national MH or MLH Hospital of the Year Award.
- Provides MH visitors or MLH reasonable access to patients and/or families for visiting or Bravery Bag Programs.
- Provides MH access to meeting space or other support for the chapter or group.
- Provides space for literature, visitor supplies, Bravery Bag items or MHI educational materials. (ex. MHGuide or MLHGuide)
- Provides consistent contact person (e.g. volunteer coordinator, nurse, Child Life) for chapter or group.
- Provides space for literature, visitor supplies, Bravery Bag items or MHI educational materials. (ex. MHGuide or MLHGuide)
- Provides consistent contact person (e.g. volunteer coordinator, nurse, Child Life) for chapter or group.
- Provides tangible recognition of MH or MLH contributions to their patient and/or family care program such as
  - newsletter, website or other internal and external communications mentions.
  - invitations to MH or MLH members of relevant hospital functions.
  - banquets/dinners to recognize MH or MLH.
MHI Hospital of the Year Award – Criteria (cont’d)

- Provides speakers, personnel for MH or MLH meetings or other chapter or group needs.
- Provides other in-kind support (printing, meals, meeting rooms, parking passes, etc.).
- Provides support for chapter or group to send representative(s) to MHI regional and/or national conferences and training.
- Provides for patient and family visiting programs or support in the cath lab, cardiac rehab, or other clinics, where possible.
- Cannot have won the national Hospital of the Year Award for the past three years.

NOMINATION PROCESS
- The ONLY two nominees for this award are the winners of the national MH Hospital of the Year Award and the MLH Hospital of the Year Award.
- Both nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- An MHI National Awards Selection Committee reviews ONLY the above nomination forms and attachments.
- Each committee member uses a scoring sheet to judge the nominees.
- The candidate with the highest score is the winner.
- In the event of a tie, the Selection Committee uses the nomination forms with attachments ONLY to discuss the candidates and vote on a winner.
The MH Hospital of the Year Award: This award recognizes the hospital that has demonstrated support of the mission and values of Mended Hearts and partnership with a Chapter in its area. The recipient hospital is recognized for going above and beyond in helping Mended Hearts provide support and education to its members and the local community.

CRITERIA
- Must be a current winner of a MH Regional Hospital of the Year Award.
- Provides MH visitors access to patients and/or families.
- Provides MH access to meeting space or other support for the chapter or group.
- Provides space for literature, visitor supplies, Bravery Bag items or MHI materials (ex. MHGuide or MLHGuide)
- Provides consistent contact person (e.g. volunteer coordinator, nurse) for chapter or group.
- Provides tangible recognition of MH contributions to their patient and/or family care program such as newsletter, website or other internal and external communications mentions, invitations to MH or MLH members to relevant hospital functions, banquets/dinners to recognize MH.
- Provides speakers, personnel for MH meetings or other chapter or group needs.
- Provides other in-kind support (printing, meals, meeting rooms, parking passes, etc.).
- Provides support for chapter or group to send representative(s) to MHI regional and/or national conferences and training.
- Provides for patient and family visiting programs or support in the cath lab, cardiac rehab, or other clinics, where possible.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MH Regional Hospital of the Year Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews the above nomination forms with attachments and scoring sheets ONLY. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Mended Little Hearts members of the Selection Committee will review the nomination packets for the tying hospitals, discuss, vote, and refer the winner to the Selection Committee for approval.
The MLH Hospital of the Year Award: This award recognizes the hospital that has demonstrated support of the mission and values of Mended Little Hearts and partnership with a Group in its area. The recipient hospital is recognized for going above and beyond in helping Mended Little Hearts provide support and education to its members and the local community.

CRITERIA
- Must be a current winner of a MLH Regional Hospital of the Year Award.
- Provides MLH reasonable access to patients and/or families for visiting or Bravery Bag Programs.
- Provides MH access to meeting space or other support for the chapter or group.
- Provides space for literature, visitor supplies, Bravery Bag items or MHI educational materials.
- Provides consistent contact person (e.g. volunteer coordinator, nurse, Child Life) for chapter or group.
- Provides tangible recognition of MLH contributions to their patient and/or family care program such as newsletter, website or other internal and external communications mentions, invitations to MLH members to relevant hospital functions, banquets/dinners to recognize MH or MLH.
- Provides speakers, personnel for MLH meetings or other chapter or group needs.
- Provides other in-kind support (printing, meals, meeting rooms, parking passes, etc.).
- Provides support for chapter or group to send representative(s) to MHI regional and/or national conferences and training.
- Provides for patient and family visiting programs or support in the cath lab, cardiac rehab, or other clinics, where possible.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MLH Regional Hospital of the Year Awards.(8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews the above nomination forms with attachments and scoring sheets ONLY. Each committee members uses a scoring sheet to judge the nominees.
- The winner is the hospital with the highest score in this round.
- In the event of a tie, the Mended Hearts members of the Selection Committee will review the nomination packets for the tying hospitals, discuss, vote, and refer the winner to the Selection Committee for approval.
The Mended Hearts, Inc. (MHI) Visiting Chair Excellence Award: This annual award recognizes the Visiting Chair of a Mended Hearts Chapter or Mended Little Hearts groups who has demonstrated outstanding leadership, service and commitment to The Mended Hearts, Inc.’s Accredited Visiting Program. The recipient has shown dedication to his or her Accredited Visitors, the hospital(s), practices, and/or facilities the Visiting Program serves, and to the organization. The recipient has demonstrated understanding of the importance of the Accredited Visiting Program in supporting patients, caregivers, parents and families.

CRITERIA
- Must be a current winner of the MH Regional Visiting Chair Excellence Award or the MLH Regional Visiting Chair Excellence Award (2 total nominees).
- Member in good standing.
- Has demonstrated excellence in leadership of Accredited Visitors.
- Conducts yearly training and reaccreditations in accordance with MHI policy and procedures and/or ensures visitors complete online and webinar training programs.
- Creates and manages visiting schedules in collaboration with the hospital(s) and/or medical facility.
- Submits annual visiting report, chapter or group reports and appropriate records in a timely and accurate fashion.
- Increased the number of patient and/or family visits over the previous year (in-person, telephone, and/or online).
The MHI Visiting Chair Excellence Award (cont’d)

NOMINATION PROCESS
- The ONLY two nominees to be considered are the winners of the MH Visiting Chair Excellence Award and the MLH Visiting Chair Excellence Award.
- Both nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- An MHI National Awards Selection Committee reviews ONLY the above nomination forms and attachments.
- Each committee member uses a scoring sheet to judge the nominees.
- The candidate with the highest score is the winner.
- In the event of a tie, the Selection Committee discusses the candidates and votes on a winner.
The MH Visiting Chair Excellence Award: This annual award recognizes the top MH Visiting Chair of all regions who has demonstrated leadership, service and commitment to The Mended Hearts, Inc.’s Accredited Visiting Program. The recipient has shown dedication to his or her Accredited Visitors, the hospital(s), practices, and/or facilities the Visiting Program serves, and to the organization. The recipient has demonstrated understanding of the importance of the Accredited Visiting Program in supporting patients, caregivers, parents and families.

CRITERIA
- Must be a current winner of a MH Regional Visiting Chair Excellence Award (8 total nominees).
- Member in good standing.
- Has demonstrated excellence in leadership of Accredited Visitors.
- Conducts yearly training and reaccreditations in accordance with MHI policy and procedures and/or ensures visitors complete online and webinar training programs.
- Creates and manages visiting schedules in collaboration with the hospital(s) and/or medical facility.
- Submits annual visiting report, chapter or group reports and appropriate records in a timely and accurate fashion.
- Increased the number of patient and/or family visits over the previous year (in-person, telephone, and/or online).

 NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MH Regional Visiting Chair Excellence Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

 SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
The MLH Visiting Chair Excellence Award: This annual award recognizes the top MLH Visiting Chair of all regions who has demonstrated leadership, service and commitment to The Mended Hearts, Inc.'s Accredited Visiting Program. The recipient has shown dedication to his or her Accredited Visitors, the hospital(s), practices, and/or facilities the Visiting Program serves, and to the organization. The awardee has demonstrated understanding of the importance of the Accredited Visiting Program in supporting patients, caregivers, parents and families.

CRITERIA
- Must be a current winner of a MLH Regional Visiting Chair Excellence Award. (8 total nominees)
- Member in good standing.
- Has demonstrated excellence in leadership of Accredited Visitors.
- Conducts yearly training and reaccreditations in accordance with MHI policy and procedures and/or ensures visitors complete online and webinar training programs.
- Creates and manages visiting schedules in collaboration with the hospital(s) and/or medical facility.
- Submits annual visiting report, chapter or group reports and appropriate records in a timely and accurate fashion.
- Increased the number of patient and/or family visits over the previous year (in-person, telephone, and/or online).

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MLH Regional Visiting Chair Excellence Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
**The MHI Accredited Visitor Excellence Award**

The MHI Accredited Visitor Excellence Award is given to the Accredited Visitor who has shown outstanding commitment and service to those he or she visits, to the Accredited Visiting Program and to the organization. The recipient has demonstrated dedication to growing the Visiting Program, growing MHI membership, and to increasing the reach of MHI support through Accredited Visiting.

**CRITERIA**
- Must be a current winner of the MH Accredited Visitor Excellence Award or the MLH Accredited Visitor Excellence Award. (2 total nominees)
- Adheres to MHI visiting policies and procedures.
- Faithfully complies with visiting schedule.
- Follows all hospital, practice or medical facility policies and procedures.
- Visits with a positive attitude and in furtherance of the MHI mission.
- Completes reaccreditation and any other required training annually.
- Increases the number of patients or families visited in-person, online or via telephone over the previous year.
- Has demonstrated dedication to growing the Visiting Program and MHI membership.
- Has demonstrated outstanding commitment and service to patients and/or families visited.
The MHI Accredited Visitor Excellence Award (cont’d)

NOMINATION PROCESS
• The ONLY two nominees to be considered are the winners of the MH Accredited Visitor Excellence Award and the MLH Accredited Visitor Excellence Award.
• Both nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
• An MHI National Awards Selection Committee reviews ONLY the above nomination forms and attachments.
• Each committee member uses a scoring sheet to judge the nominees.
• The candidate with the highest score is the winner.
• In the event of a tie, the Selection Committee discusses the candidates and votes on a winner.
The MH Accredited Visitor Excellence Award is given to the top Mended Hearts Accredited Visitor in all regions who has shown outstanding commitment and service to those he or she visits, to the Accredited Visiting Program and to the organization. The recipient has demonstrated dedication to growing the Visiting Program, growing MHI membership, and to increasing the reach of MHI support through Accredited Visiting.

CRITERIA
- Must be a current winner of a MH Regional Accredited Visitor Excellence Award. (8 total nominees)
- Member in good standing.
- Adheres to MHI visiting policies and procedures.
- Faithfully complies with visiting schedule.
- Follows all hospital, practice or medical facility policies and procedures.
- Visits with a positive attitude and in furtherance of the MHI mission.
- Completes reaccreditation and any other required training annually.
- Increases the number of patients or families visited in-person, online or via telephone over the previous year.
- Has demonstrated dedication to growing the Visiting Program and MHI membership.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MH Regional Accredited Visitor Excellence Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
The **MLH Accredited Visitor Excellence Award** is given to the top MLH Accredited Visitor in all regions who has shown outstanding commitment and service to those he or she visits, to the Accredited Visiting Program and to the organization. The recipient has demonstrated dedication to growing the Visiting Program, growing MHI membership, and to increasing the reach of MHI support through Accredited Visiting.

**CRITERIA**
- Must be a current winner of a MLH Regional Accredited Visitor Excellence Award. (8 total nominees)
- Member in good standing.
- Adheres to MHI visiting policies and procedures.
- Faithfully complies with visiting schedule.
- Follows all hospital, practice or medical facility policies and procedures.
- Visits with a positive attitude and in furtherance of the MHI mission.
- Completes reaccreditation and any other required training annually.
- Increases the number of patients or families visited in-person, online or via telephone over the previous year.
- Has demonstrated dedication to growing the Visiting Program and MHI membership.

**NOMINATION PROCESS**
- The ONLY nominees shall be the winners of the MH Regional Accredited Visitor Excellence Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

**SELECTION PROCESS**
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
The Mended Hearts, Inc. (MHI) Internet Visitor Excellence Award is given to the Accredited Visitor who has shown outstanding commitment and service to those he or she visits, to the Accredited Visiting Program and to the organization through online, internet visiting. The recipient has demonstrated dedication to growing the Visiting Program, growing MHI membership, and to increasing the reach of MHI support through Accredited Visiting.

CRITERIA
- Must be a winner of the MH Internet Visitor of the Year Award or MLH Visitor of the Year Award. (2 total nominees)
- Adheres to MHI visiting policies and procedures.
- Faithfully complies with visiting schedules.
- Follows all hospital, practice or medical facility policies and procedures.
- Visits with a positive attitude and in furtherance of the MHI mission.
- Completes reaccreditation and any other required training annually.
- Increases the number of patients or families visited online over the previous year.
- Has demonstrated dedication to growing the Internet Visiting Program and MHI membership.
- Has demonstrated outstanding commitment and service to supporting patients and/or families online.

NOMINATION PROCESS
- The ONLY two nominees to be considered are the winners of the MH Internet Visitor of the Year Award and the MLH Internet Visitor of the Year Award.
- Both nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- An MHI National Awards Selection Committee reviews ONLY the above nomination forms and attachments.
- Each committee member uses a scoring sheet to judge the nominees.
- The candidate with the highest score is the winner.
- In the event of a tie, the Selection Committee discusses the candidates and votes on a winner.
The MH Internet Visitor Excellence Award is given to the top Mended Hearts Accredited Visitor in all regions who has shown outstanding commitment and service to those he or she visits, to the Accredited Visiting Program and to the organization through online, internet visiting. The recipient has demonstrated dedication to growing the Visiting Program, growing MHI membership, and to increasing the reach of MHI support through Accredited Visiting.

CRITERIA
- Must be a winner of a MH Regional Internet Visitor Excellence Award. (8 total nominees)
- Adheres to MHI visiting policies and procedures.
- Faithfully complies with visiting schedules.
- Follows all hospital, practice or medical facility policies and procedures.
- Visits with a positive attitude and in furtherance of the MHI mission.
- Completes reaccreditation and any other required training annually.
- Increases the number of patients or families visited online over the previous year.
- Has demonstrated dedication to growing the Internet Visiting Program and MHI membership.
- Has demonstrated outstanding commitment and service to supporting patients and/or families online.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MH Regional Internet Visitor Excellence Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
The MLH Internet Visitor Excellence Award is given to the top MLH Accredited Visitor in all regions who has shown outstanding commitment and service to those he or she visits, to the Accredited Visiting Program and to the organization through online, internet visiting. The recipient has demonstrated dedication to growing the Visiting Program, growing MHI membership, and to increasing the reach of MHI support through Accredited Visiting.

CRITERIA
- Must be a winner of a MLH Regional Internet Visitor Excellence Award. (8 total nominees)
- Adheres to MHI visiting policies and procedures.
- Faithfully complies with visiting schedules.
- Follows all hospital, practice or medical facility policies and procedures.
- Visits with a positive attitude and in furtherance of the MHI mission.
- Completes reaccreditation and any other required training annually.
- Increases the number of patients or families visited online over the previous year.
- Has demonstrated dedication to growing the Internet Visiting Program and MHI membership.
- Has demonstrated outstanding commitment and service to supporting patients and/or families online.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MLH Regional Internet Visitor Excellence Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
The MHI Newsletter of the Year Award is given for the most outstanding newsletter. The selected newsletter has demonstrated excellence in informing and educating patients and families and connecting them with helpful resources. The winning Newsletter is also professional, accurate, and thorough.

CRITERIA
- Must be a winner of the MH Newsletter of the Year Award or the MLH Newsletter of the Year Award. (2 total nominees)

The criteria for consideration at regional and national level include:

Appearance (1-5 points, 5 highest) for
- Use of white space and uncluttered design.
- Correct use of MHI logos, mottos, clip art and uniform symbols.
- Ease of reading – good font style and size.

Content (1-10 points, 10 highest) for
- Balance of content – minimum of 75% dedicated to health/heart issues.
- Accuracy – sources cited, no typos.
- Good use of chapter info – upcoming meetings, officer listings, # of visits.
- Regional and national information.
- President’s report.

Extra points (6 points maximum each) can be earned for
- Quality articles relevant to heart patients, families and caregivers from a reputable source.
- Quality articles from chapter members or healthcare professionals.
- Digital/online format.
The MHI Newsletter of the Year Award (cont’d)

**NOMINATION PROCESS**
- The ONLY two nominees to be considered are the winners of the MH Newsletter of the Year Award and the MLH Newsletter of the Year Award.
- Both nomination forms with attachments and scoring sheets are given to the Selection Committee.

**SELECTION PROCESS**
- An MHI National Awards Selection Committee reviews ONLY the above nomination forms and attachments.
- Each committee member uses a scoring sheet to judge the nominees.
- The candidate with the highest score is the winner.
- In the event of a tie, the Selection Committee discusses the candidates and votes on a winner.
The MH Newsletter of the Year Award is given for the most outstanding MH newsletter in all regions. The selected newsletter has demonstrated excellence in informing and educating patients and families and connecting them with helpful resources. The winning Newsletter is also professional, accurate, and thorough.

CRITERIA

- Must be a winner of a MH Regional Newsletter of the Year Award. (8 total nominees)

The criteria for consideration at regional and national level include:

**Appearance** (1-5 points, 5 highest) for

- Use of white space and uncluttered design.
- Correct use of MHI logos, mottos, clip art and uniform symbols.
- Ease of reading – good font style and size.

**Content** (1-10 points, 10 highest) for

- Balance of content – minimum of 75% dedicated to health/heart issues.
- Accuracy – sources cited, no typos.
- Good use of chapter info – upcoming meetings, officer listings, # of visits.
- Regional and national information.
- President’s report.

**Extra points** (6 points maximum each) can be earned for

- Quality articles relevant to heart patients, families and caregivers from a reputable source.
- Quality articles from chapter members or healthcare professionals.
- Digital/online format.

**NOMINATION PROCESS**

- The ONLY nominees shall be the winners of the MH Regional Newsletter of the Year Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

**SELECTION PROCESS**

- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
The MLH Newsletter of the Year Award is given for the most outstanding MLH newsletter in all regions. The selected newsletter has demonstrated excellence in informing and educating patients and families and connecting them with helpful resources. The winning Newsletter is also professional, accurate, and thorough.

CRITERIA

- Must be a winner of a MLH Regional Newsletter of the Year Award. (8 total nominees)

The criteria for consideration at regional and national level include:

**Appearance** (1-5 points, 5 highest) for
- Use of white space and uncluttered design.
- Correct use of MHI logos, mottos, clip art and uniform symbols.
- Ease of reading – good font style and size.

**Content** (1-10 points, 10 highest) for
- Balance of content – minimum of 75% dedicated to health/heart issues.
- Accuracy – sources cited, no typos.
- Good use of chapter info – upcoming meetings, officer listings, # of visits.
- Regional and national information.
- President’s report.

**Extra points** (6 points maximum each) can be earned for
- Quality articles relevant to heart patients, families and caregivers from a reputable source.
- Quality articles from chapter members or healthcare professionals.
- Digital/online format.

NOMINATION PROCESS

- The ONLY nominees shall be the winners of the MLH Regional Newsletter of the Year Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS

- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
The Sydney & Helen Shuman Nurse Recognition Award.

The MHI Sydney & Helen Shuman Nurse Recognition Award. This prestigious award is given to a nurse who has shown commitment to patients with cardiovascular disease and to their caregivers and families. The recipient has demonstrated excellence in caring for patients, whether at diagnosis, during treatment or in recovery. The Mended Hearts, Inc. recognizes the dedication and heartfelt support that nurses provide and has created The MHI Sydney & Helen Shuman Nurse Recognition Award to show appreciation to the nurse who has made a significant positive difference in the field.

The recipient will receive an award of $500.

CRITERIA

- Must be a current winner of the national MH Nurse of the Year Award or the MLH Nurse of the Year Award.
- Must be working in a cardiac-related field for at least one year.
- Must be an LPN, BSN, RN, MSN, etc.
- Has shown commitment to patients with cardiovascular disease and to their caregivers and families.
- Has demonstrated excellent care for patients at diagnosis, during treatment, or in recovery.
- Has encouraged or promoted the MH or MLH program to provide support for his/her patients.
The MHI Sydney & Helen Shuman Nurse Recognition Award (cont’d)

NOMINATION PROCESS
• The ONLY two nominees to be considered are the winners of the national MH Nurse of the Year Award and the MLH Nurse of the Year Award.
• Both nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
• An MHI National Awards Selection Committee reviews ONLY the above nomination forms and attachments.
• Each committee member uses a scoring sheet to judge the nominees.
• The candidate with the highest score is the winner.
• In the event of a tie, the Selection Committee discusses the candidates and votes on a winner.
The MH Nurse of the Year Award is given to a MH Regional Nurse of the Year who has shown commitment to patients with cardiovascular disease and to their caregivers and families. The recipient has demonstrated excellence in caring for patients, whether at diagnosis, during treatment or in recovery, and has made a positive difference in the field through his/her dedication and heartfelt support.

CRITERIA
- Must be a current winner of the MH Regional Nurse of the Year Award.
- Must be working in a cardiac-related field for at least one year.
- Must be an LPN, BSN, RN, MSN, etc.
- Has shown commitment to patients with cardiovascular disease and to their caregivers and families.
- Has demonstrated excellent care for patients at diagnosis, during treatment, or in recovery.
- Has encouraged or promoted the MH or MLH program to provide support for his/her patients.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MH Regional Nurse of the Year Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
The MLH Nurse of the Year Award

The MLH Nurse of the Year is given to a MLH Regional Nurse of the Year who has shown commitment to patients with cardiovascular disease and to their caregivers and families. The recipient has demonstrated excellence in caring for patients, whether at diagnosis, during treatment or in recovery, and has made a positive difference in the field through his/her dedication and heartfelt support.

CRITERIA
- Must be a current winner of the MLH Regional Nurse of the Year Award.
- Must be working in a cardiac-related field for at least one year.
- Must be an LPN, BSN, RN, MSN, etc.
- Has shown commitment to patients with cardiovascular disease and to their caregivers and families.
- Has demonstrated excellent care for patients at diagnosis, during treatment, or in recovery.
- Has encouraged or promoted the MH or MLH program to provide support for his/her patients.

NOMINATION PROCESS
- The ONLY nominees shall be the winners of the MLH Regional Nurse of the Year Awards. (8 total)
- Nomination forms with attachments and scoring sheets are given to the Selection Committee.

SELECTION PROCESS
- The National Division Awards Selection Committee reviews ONLY the above nomination forms and attachments. Each committee member uses a scoring sheet to judge the nominees.
- The winner is the nominee with the highest score in this round.
- In the event of a tie, the Selection Committee discusses the tied candidates and votes on a winner.
Regional Awards

To recognize the efforts and commitment of our great local volunteer leaders, the following awards are available for each region.

MH Regional Volunteer of the Year Award
MLH Regional Volunteer of the Year Award

MH Regional Chapter Excellence Award
MLH Regional Group Excellence Award

MH Regional Hospital of the Year Award
MLH Regional Hospital of the Year Award

MH Regional Visiting Chair Excellence Award
MLH Regional Visiting Chair Excellence Award

MH Regional Accredited Visitor Excellence Award
MLH Regional Accredited Visitor Excellence Award

MH Regional Internet Visitor Excellence Award
MLH Regional Internet Visitor Excellence Award

MH Regional Newsletter of the Year Award
MLH Regional Newsletter of the Year Award

MH Regional Nurse of the Year Award
MLH Regional Nurse of the Year Award

Please note the format in which the regional awards are named:

Regional awards are now named
MH <region name> Region <type of award>
Example: MH Western Region Volunteer of the Year

MLH <region name> Region <type of award>
Example: MLH Mid-Atlantic Region Volunteer of the Year
The MH Regional Volunteer of the Year Award. This award is given annually to recognize the top Mended Hearts volunteer in each Region for going above and beyond in supporting patients and their families, furthering the MHI mission, vision, values and goals, and making a positive difference in the organization and their community. The recipient has demonstrated outstanding dedication and commitment to MHI and its members and has worked to improve the organization and its services.

CRITERIA
The award is made annually to a volunteer member for
- Outstanding service in support of the MHI mission.
- Participation on national committees, boards, task forces, etc.
- Demonstrated work in local community to support cardiovascular disease patients and families.
- Attends MHI national or regional conferences and/or Symposium.
- Active member in good standing, excluding staff and honorary members.
- Demonstrates leadership at a local and national or regional level.
- Recognized by hospitals or medical professionals for positive impact through MHI.
- Participation in MHI national events, campaigns and/or fundraisers.
- Works to increase membership of MHI.
- Previous winners are eligible for nomination after three years of winning this award.
The MH Regional Volunteer of the Year Awards (cont’d)

**NOMINATION FORMS**
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
  - The nomination form and its attachments must be printed on regular 8 ½ x 11 paper.
  - Print on one side of the page only so it can easily scan. This also will provide the best reading clarity in the document.
  - The Resource Center will not scan card stock, loose photos, newsprint, or pages with glued items. If submitted, these items will not be included in the packet to be judged. Instead, please copy these items onto regular 8 ½ x 11 paper.
- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

**NOMINATION PROCESS**
- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

**SELECTION PROCESS**
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MH Volunteer of the Year Award.
The MLH Regional Volunteer of the Year Award. This award is given annually to recognize the top Mended Little Hearts volunteer in each Region for going above and beyond in supporting patients and their families, furthering the MHI mission, vision, values and goals, and making a positive difference in the organization and their community. The recipient has demonstrated outstanding dedication and commitment to MHI and its members and has worked to improve the organization and its services.

CRITERIA
The award is made annually to a volunteer member for
- Outstanding service in support of the MHI mission.
- Participation on national committees, boards, task forces, etc.
- Demonstrated work in local community to support cardiovascular disease patients and families.
- Attends MHI national or regional conferences and/or Symposium.
- Active member in good standing, excluding staff and honorary members.
- Demonstrates leadership at a local and national or regional level.
- Recognized by hospitals or medical professionals for positive impact through MHI.
- Participation in MHI national events, campaigns and/or fundraisers.
- Works to increase membership of MHI.
- Previous winners are eligible for nomination after three years of winning this award.
The MLH Regional Volunteer of the Year Awards (cont’d)

NOMINATION FORMS
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
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  - Print on one side of the page only so it can easily scan. This also will provide the best reading clarity in the document.
  - The Resource Center will not scan card stock, loose photos, newsprint, or pages with glued items. If submitted, these items will not be included in the packet to be judged. Instead, please copy these items onto regular 8 ½ x 11 paper.
- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

NOMINATION PROCESS
- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

SELECTION PROCESS
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MLH Volunteer of the Year Award.
**MH Regional Chapter Excellence Awards**

**MH Regional Chapter Excellence Award.** This prestigious award recognizes one Chapter in each Region that has exhibited excellence in service to its members, to the organization, and to the chapter's local community. The Chapter awarded the Regional MH Chapter Excellence Award must have demonstrated commitment to and furtherance of the mission, vision, values and goals of The Mended Hearts, Inc.

**CRITERIA**
- Chapter in good standing having filled out the Annual Report on time.
- An active visiting program with growth in number of visits.
- Financial support for at least one representative to attend an MHI regional conference.
- Presence on social media.
- Promotes MHI campaigns and national events.
- Has at least 4 educational speakers and/or programs during the previous year.
- Demonstrates work in their local community.
- Growth in membership.
The MH Regional Chapter Excellence Awards (cont’d)

NOMINATION FORMS
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
  - The nomination form and its attachments must be printed on regular 8 ½ x 11 paper.
  - Print on one side of the page only so it can easily scan. This also will provide the best reading clarity in the document.
  - The Resource Center will not scan card stock, loose photos, newsprint, or pages with glued items. If submitted, these items will not be included in the packet to be judged. Instead, please copy these items onto regular 8 ½ x 11 paper.
- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

NOMINATION PROCESS
- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

SELECTION PROCESS
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MH Chapter Excellence Award.
MLH Regional Group Excellence Awards. This prestigious award recognizes one group in each region that has exhibited excellence in service to its members, to the organization, and to the group’s local community. The group awarded the Regional MLH Group Excellence Award must have demonstrated commitment to and furtherance of the mission, vision, values and goals of The Mended Hearts, Inc.

CRITERIA
- Group in good standing having filled out the Annual Report on time.
- An active visiting program with growth in number of visits.
- Financial support for at least one representative to attend an MHI regional conference.
- Presence on social media.
- Promotes MHI campaigns and national events.
- Has at least 4 educational speakers and/or programs during the previous year.
- Demonstrates work in their local community.
- Growth in membership.
- Had at least one CHD Awareness activity or event.
- Supports bereaved families.
- Must have an active Bravery Bag program or other hospital support program or support a Bravery Bag program of a group near them.
NOMINATION FORMS

- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
  - The nomination form and its attachments must be printed on regular 8 ½ x 11 paper.
  - Print on one side of the page only so it can easily scan. This also will provide the best reading clarity in the document.
  - The Resource Center will not scan card stock, loose photos, newsprint, or pages with glued items. If submitted, these items will not be included in the packet to be judged. Instead, please copy these items onto regular 8 ½ x 11 paper.
- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

NOMINATION PROCESS

- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

SELECTION PROCESS

- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MLH Group Excellence Award.
MH Regional Hospital of the Year Awards. This award recognizes the one hospital in each region that has most demonstrated support of the mission and values of Mended Hearts and partnership with a Chapter in its area. The recipient hospital is recognized for going above and beyond in helping Mended Hearts provide support and education to its members and the local community.

CRITERIA
- Provides MH visitors access to patients and/or families.
- Provides MH access to meeting space or other support for the chapter or group.
- Provides space for literature, visitor supplies, Bravery Bag items or MHI educational materials (ex: MHGuide or MLHGuide).
- Provides consistent contact person (e.g. volunteer coordinator, nurse) for chapter or group.
- Provides tangible recognition of MH contributions to their patient and/or family care program such as newsletter, website or other internal and external communications mentions, invitations to MH or MLH members of relevant hospital functions, and banquets/dinners to recognize MH.
- Provides speakers, personnel for MH meetings or other chapter or group needs.
- Provides other in-kind support (printing, meals, meeting rooms, parking passes, etc.).
- Provides support for chapter or group to send representative(s) to MHI regional and/or national conferences and training.
- Provides for patient and family visiting programs or support in the cath lab, cardiac rehab, or other clinics, where possible.
NOMINATION FORMS

- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
  - The nomination form and its attachments must be printed on regular 8 ½ x 11 paper.
  - Print on one side of the page only so it can easily scan. This also will provide the best reading clarity in the document.
  - The Resource Center will not scan card stock, loose photos, newsprint, or pages with glued items. If submitted, these items will not be included in the packet to be judged. Instead, please copy these items onto regular 8 ½ x 11 paper.
- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

NOMINATION PROCESS

- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

SELECTION PROCESS

- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the divisional MH Hospital of the Year Award.
MLH Regional Hospital of the Year Awards. This award recognizes the one hospital in each Region that has most demonstrated support of the mission and values of Mended Little Hearts and partnership with a Group in its area. The recipient hospital is recognized for going above and beyond in helping Mended Little Hearts provide support and education to its members and the local community.

CRITERIA
- Provides MLH reasonable access to patients and/or families for visiting or Bravery Bag Programs.
- Provides MH access to meeting space or other support for the chapter or group.
- Provides space for literature, visitor supplies, Bravery Bag items or MHI educational materials (ex. MHGuide or MLHGuide).
- Provides consistent contact person (e.g. volunteer coordinator, nurse, Child Life) for chapter or group.
- Provides tangible recognition of MLH contributions to their patient and/or family care program such as newsletter, website or other internal and external communications mentions, invitations to MLH members to relevant hospital functions.
- banquets/dinners to recognize MH or MLH.
- Provides speakers, personnel for MLH meetings or other chapter or group needs.
- Provides other in-kind support (printing, meals, meeting rooms, parking passes, etc.).
- Provides support for chapter or group to send representative(s) to MHI regional and/or national conferences and training.
- Provides for patient and family visiting programs or support in the cath lab, cardiac rehab, or other clinics, where possible.
The MLH Regional Hospital of the Year Awards (cont’d)

**NOMINATION FORMS**
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
  - The nomination form and its attachments must be printed on regular 8 ½ x 11 paper.
  - Print on one side of the page only so it can easily scan. This also will provide the best reading clarity in the document.
  - The Resource Center will not scan card stock, loose photos, newsprint, or pages with glued items. If submitted, these items will not be included in the packet to be judged. Instead, please copy these items onto regular 8 ½ x 11 paper.
- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

**NOMINATION PROCESS**
- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

**SELECTION PROCESS**
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MLH Hospital of the Year Award.
MH Regional Visiting Chair Excellence Awards. This award recognizes the Visiting Chair of one Mended Hearts Chapter in each Region who has demonstrated leadership, service and commitment to The Mended Hearts, Inc.’s Accredited Visiting Program. The recipient has shown dedication to his or her Accredited Visitors, the hospital(s), practices, and/or facilities the Visiting Program serves, and to the organization. The awardee has demonstrated understanding of the importance of the Accredited Visiting Program in supporting patients, caregivers, parents and families.

CRITERIA
- Member in good standing.
- Has demonstrated excellence in leadership of Accredited Visitors.
- Conducts yearly training and reaccreditations in accordance with MHI policy and procedures and/or ensures visitors complete online and webinar training programs.
- Creates and manages visiting schedules in collaboration with the hospital(s) and/or medical facility.
- Submits annual visiting report, chapter or group reports and appropriate records in a timely and accurate fashion.
- Increased the number of patient and/or family visits over the previous year (in-person, telephone, and/or online).
The MH Regional Visiting Chair Excellence Awards (cont’d)

**NOMINATION FORMS**
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
  - The nomination form and its attachments must be printed on regular 8 ½ x 11 paper.
  - Print on one side of the page only so it can easily scan. This also will provide the best reading clarity in the document.
  - The Resource Center will not scan card stock, loose photos, newsprint, or pages with glued items. If submitted, these items will not be included in the packet to be judged. Instead, please copy these items onto regular 8 ½ x 11 paper.
- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

**NOMINATION PROCESS**
- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

**SELECTION PROCESS**
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MH Visiting Chair Excellence Award.
MLH Regional Visiting Chair Excellence Awards. This award recognizes the MLH Visiting Chair of one Mended Little Hearts Group in each Region who has demonstrated leadership, service and commitment to The Mended Hearts, Inc.’s Accredited Visiting Program. The recipient has shown dedication to his or her Accredited Visitors, the hospital(s), practices, and/or facilities the Visiting Program serves, and to the organization. The awardee has demonstrated understanding of the importance of the Accredited Visiting Program in supporting patients, caregivers, parents and families.

CRITERIA
- Member in good standing.
- Has demonstrated excellence in leadership of Accredited Visitors.
- Conducts yearly training and reaccreditations in accordance with MHI policy and procedures and/or ensures visitors complete online and webinar training programs.
- Creates and manages visiting schedules in collaboration with the hospital(s) and/or medical facility.
- Submits annual visiting report, chapter or group reports and appropriate records in a timely and accurate fashion.
- Increased the number of patient and/or family visits over the previous year (in-person, telephone, and/or online).
The MLH Regional Visiting Chair Excellence Awards (cont’d)

**NOMINATION FORMS**
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
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  - The Resource Center will not scan card stock, loose photos, newsprint, or pages with glued items. If submitted, these items will not be included in the packet to be judged. Instead, please copy these items onto regular 8 ½ x 11 paper.
- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

**NOMINATION PROCESS**
- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

**SELECTION PROCESS**
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MLH Visiting Chair Excellence Award.
The MH Regional Accredited Visitor Excellence Awards. This award recognizes one Mended Hearts Accredited Visitor in each Region who has shown outstanding commitment and service to those he or she visits, to the Accredited Visiting Program and to the organization. Each recipient has demonstrated dedication to growing the Visiting Program, growing MHI membership, and to increasing the reach of MHI support through Accredited Visiting.

CRITERIA
- Member in good standing.
- Adheres to MHI visiting policies and procedures.
- Faithfully complies with visiting schedule.
- Follows all hospital, practice or medical facility policies and procedures.
- Visits with a positive attitude and in furtherance of the MHI mission.
- Completes reaccreditation and any other required training annually.
- Increases the number of patients or families visited in-person, online or via telephone over the previous year.
- Has demonstrated dedication to growing the Visiting Program and MHI membership.
The MH Regional Accredited Visitor Excellence Awards (cont’d)

NOMINATION FORMS
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
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  - The Resource Center will not scan card stock, loose photos, newsprint, or pages with glued items. If submitted, these items will not be included in the packet to be judged. Instead, please copy these items onto regular 8 ½ x 11 paper.
- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

NOMINATION PROCESS
- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

SELECTION PROCESS
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MH Accredited Visitor Excellence Award.
The MLH Regional Accredited Visitor Excellence Awards. These awards recognize one MLH Accredited Visitor in each Region who has shown outstanding commitment and service to those he or she visits, to the Accredited Visiting Program and to the organization. Each recipient has demonstrated dedication to growing the Visiting Program, growing MHI membership, and to increasing the reach of MHI support through Accredited Visiting.

CRITERIA
- Adheres to MHI visiting policies and procedures.
- Faithfully complies with visiting schedule.
- Follows all hospital, practice or medical facility policies and procedures.
- Visits with a positive attitude and in furtherance of the MHI mission.
- Completes reaccreditation and any other required training annually.
- Increases the number of patients or families visited in-person, online or via telephone over the previous year.
- Has demonstrated dedication to growing the Visiting Program and MHI membership.
The MLH Regional Accredited Visitor Excellence Awards (cont’d)

NOMINATION FORMS
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
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- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

NOMINATION PROCESS
- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

SELECTION PROCESS
- The Resource Center sends the RD's the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD's select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MLH Accredited Visitor Excellence Award.
The MH Regional Internet Visitor Excellence Awards. This award recognizes one MH Accredited Visitor in each Region who has shown outstanding commitment and service to those he or she visits, to the Accredited Visiting Program and to the organization through online, internet visiting. Each recipient has demonstrated dedication to growing the Visiting Program, growing MHI membership, and to increasing the reach of MHI support through Accredited Visiting.

CRITERIA
- Member in good standing of MHI.
- Adheres to MHI visiting policies and procedures.
- Faithfully complies with visiting schedules.
- Follows all hospital, practice or medical facility policies and procedures.
- Visits with a positive attitude and in furtherance of the MHI mission.
- Completes reaccreditation and any other required training annually.
- Increases the number of patients or families visited online over the previous year.
- Has demonstrated dedication to growing the Internet Visiting Program and MHI membership.
- Has demonstrated outstanding commitment and service to supporting patients and/or families online.
The MH Regional Internet Visitor Excellence Awards (cont’d)

NOMINATION FORMS
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
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SELECTION PROCESS
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MH Internet Visitor Excellence Award.
The MLH Regional Internet Visitor Excellence Awards. This award recognizes one MLH Accredited Visitor in each Region who has shown outstanding commitment and service to those he or she visits, to the Accredited Visiting Program and to the organization through online, internet visiting. Each recipient has demonstrated dedication to growing the Visiting Program, growing MHI membership, and to increasing the reach of MHI support through Accredited Visiting.

CRITERIA

- Adheres to MHI visiting policies and procedures.
- Faithfully complies with visiting schedules.
- Follows all hospital, practice or medical facility policies and procedures.
- Visits with a positive attitude and in furtherance of the MHI mission.
- Completes reaccreditation and any other required training annually.
- Increases the number of patients or families visited online over the previous year.
- Has demonstrated dedication to growing the Internet Visiting Program and MHI membership.
- Has demonstrated outstanding commitment and service to supporting patients and/or families online.
The MLH Regional Internet Visitor Excellence Awards (cont’d)

NOMINATION FORMS
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
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- Nominations must be received by the due date.

SELECTION PROCESS
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MLH Internet Visitor Excellence Award.
The MH Regional Newsletter of the Year Awards. This award recognizes the most outstanding MH newsletter in each Region. The selected newsletter has demonstrated excellence in informing and educating patients and families and connecting them with helpful resources. The winning newsletter is also professional, accurate, and thorough.

CRITERIA
The criteria for consideration at regional and national level include:

**Appearance** (1-5 points, 5 highest) for
- Use of white space and uncluttered design.
- Correct use of MHI logos, mottos, clip art and uniform symbols.
- Ease of reading – good font style and size.

**Content** (1-10 points, 10 highest) for
- Balance of content – minimum of 75% dedicated to health/heart issues.
- Accuracy – sources cited, no typos.
- Good use of chapter info – upcoming meetings, officer listings, # of visits.
- Regional and national information.
- President’s report.

**Extra points** (6 points maximum each) can be earned for
- Quality articles relevant to heart patients, families and caregivers from a reputable source.
- Quality articles from chapter members or healthcare professionals.
- Digital/online format.
The MH Regional Newsletter of the Year Awards (cont’d)

NOMINATION FORMS
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required and should be accompanied by sample(s) of the newsletter to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
- If a nomination is mailed in, the Resource Center will scan the documents into an email attachment for the nomination to be judged. Therefore, please follow these guidelines for mailed nominations.
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- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

NOMINATION PROCESS
- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

SELECTION PROCESS
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MH Newsletter of the Year Award.
The MLH Regional Newsletter of the Year Awards. This award recognizes the most outstanding MLH newsletter in each Region. The selected newsletter has demonstrated excellence in informing and educating patients and families and connecting them with helpful resources. The winning Newsletter is also professional, accurate, and thorough.

CRITERIA

The criteria for consideration at regional and national level include:

**Appearance** (1-5 points, 5 highest) for
- Use of white space and uncluttered design.
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- Ease of reading – good font style and size.

**Content** (1-10 points, 10 highest) for
- Balance of content – minimum of 75% dedicated to health/heart issues.
- Accuracy – sources cited, no typos.
- Good use of chapter info – upcoming meetings, officer listings, # of visits.
- Regional and national information.
- President’s report.

**Extra points** (6 points maximum each) can be earned for
- Quality articles relevant to heart patients, families and caregivers from a reputable source.
- Quality articles from chapter members or healthcare professionals.
- Digital/online format.
The MLH Regional Newsletter of the Year Awards (cont’d)

NOMINATION FORMS
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it should be accompanied by sample(s) of the newsletter to support the nomination.
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NOMINATION PROCESS
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- Nomination forms and attached documents are required for each nominee. See above.
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- Nominations must be received by the due date.

SELECTION PROCESS
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MLH Newsletter of the Year Award.
The MH Regional Nurse of the Year Award is given to a nurse in each region who has shown commitment to patients with cardiovascular disease and to their caregivers and families. The recipient has demonstrated excellence in caring for patients, whether at diagnosis, during treatment or in recovery, and has made a positive difference in the field through his/her dedication and heartfelt support.

CRITERIA

- Must not be a family member of an officer of MHI.
- Must be working in a cardiac-related field for at least one year.
- Must be an LPN, BSN, RN, MSN, etc.
- Has shown commitment to patients with cardiovascular disease and to their caregivers and families.
- Has demonstrated excellent care for patients at diagnosis, during treatment, or in recovery.
- Has encouraged or promoted the MH or MLH program to provide support for his/her patients.
The MHN Regional Nurse of the Year Awards (cont’d)

NOMINATION FORMS
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
- Emailed submissions are preferred.
- For nominations sent by mail, BE SURE to allow enough time for the mailed item to reach the Resource Center by the due date.
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  - The Resource Center will not scan card stock, loose photos, newsprint, or pages with glued items. If submitted, these items will not be included in the packet to be judged. Instead, please copy these items onto regular 8 ½ x 11 paper.
- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

NOMINATION PROCESS
- Nominations can come from any MHI member in the region, through their chapter or group. Members-at-Large may submit nominations directly to their RD.
- Nomination forms and attached documents are required for each nominee. See above.
- Forms will be submitted to the Resource Center and to the RD for the region.
- Nominations must be received by the due date.

SELECTION PROCESS
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MH Nurse of the Year Award.
The MLH Regional Nurse of the Year Award is given to a nurse in each region who has shown commitment to patients with cardiovascular disease and to their caregivers and families. The recipient has demonstrated excellence in caring for patients, whether at diagnosis, during treatment or in recovery, and has made a positive difference in the field through his/her dedication and heartfelt support.

CRITERIA
- Must not be a family member of an officer of MHI.
- Must be working in a cardiac-related field for at least one year.
- Must be an LPN, BSN, RN, MSN, etc.
- Has shown commitment to patients with cardiovascular disease and to their caregivers and families.
- Has demonstrated excellent care for patients at diagnosis, during treatment, or in recovery.
- Has encouraged or promoted the MH or MLH program to provide support for his/her patients.
The MLH Regional Nurse of the Year Awards (cont’d)

NOMINATION FORMS
- A national email will provide links to the award criteria and nomination forms.
- Members may contact the Resource Center or their Regional Director.
- The nomination form is required, but it may be accompanied by other attachments and documents to support the nomination.
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- If the nomination is selected as the Regional Winner, the nomination packet will not be revised before it is delivered to the next award level for judging.

NOMINATION PROCESS
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SELECTION PROCESS
- The Resource Center sends the RD’s the scoring sheets approved and provided by the Awards Committee.
- Each Regional Director and his/her ARD’s select the winner, using the scoring sheets.
- The winner is the nominee with the highest score.

The Regional Winners are presented to the National Division Awards Selection Committee as nominees for the MLH Nurse of the Year Award.