



# N O M I N A T I O N F O R M

## INNOVATION AND EXCELLENCE DESERVE RECOGNITION

The Award of Excellence recognizes all employees who have made outstanding contributions to the organization's operational success or who have shown innovation in the delivery and quality of care, education or service from residents, clients and co-workers in the past year.

The Award of Excellence honours employees who exemplify, reinforce and promote our core values: Respect, Commitment, Teamwork, Communication and Learning. One award recipient will be selected in each category.

Award winners will be presented with a commemorative statue and a \$1,000 monetary gift. In addition, a donation of \$500 will be made in each recipient's name to a registered charity of his or her choice.\* The home or office in which each award winner works will be presented with a certificate for display in a common staff area.

Nominations close on **July 31, 2011**. Nomination forms are available at:  
 ✓ My Leisureworld intranet site  
 ✓ [www.leisureworld.ca](http://www.leisureworld.ca)  
 ✓ [www.prefhealthcare.com](http://www.prefhealthcare.com)  
 ✓ reception desk at the caregiving centre or head office

**N E W ! Award nominations can be completed and submitted online.**

The award winners will be announced at the Holiday Party and Award of Excellence ceremony on **November 12, 2011**.

\*Subject to certain guidelines, donations will not be made to individuals, sporting groups, educational institutions or religious organizations for the purpose of religious instruction. Other restrictions may apply.

CRITERIA
<p>The Award of Excellence Selection Committee is made up of members of all levels of the organization including previous award winners. Nominations will be evaluated by the Award Selection Committee based on the following criteria:</p> <p><b>R e s p e c t</b></p> <ul style="list-style-type: none"> <li>✓ Fosters an environment of dignity, respect and compassion</li> <li>✓ Consistently demonstrates professionalism, consideration and respect for residents or clients, families and co-workers</li> <li>✓ Demonstrates respect for the opinions, personal beliefs and values of each person</li> </ul> <p>Example of our Respect value:  <i>"I've observed her willingness to demonstrate care through hugs, gentle pats, patience and unfailing cheerfulness as she responds to Mom's often repetitive and limited communication."</i></p>
<p><b>C o m m i t m e n t</b></p> <ul style="list-style-type: none"> <li>✓ Promotes and advances the quality of care</li> <li>✓ Demonstrates commitment and loyalty to the organization and advances its mission and core values</li> <li>✓ Shows a commitment to continuous improvement in all aspects of our operations and has a talent for implementing new ideas</li> <li>✓ Consistently takes responsibility for own actions and encourages others to be accountable</li> </ul> <p>Example of our Commitment value:  <i>"She consistently commits her time to provide her experiences and best practices to improve our processes as a corporation. She sits on many committees and is innovative in pursuit of bettering her environment and quality of care her team provides to her residents."</i></p>
<p><b>T e a m w o r k</b></p> <ul style="list-style-type: none"> <li>✓ Effectively engages others to participate and collaborate to achieve common goals</li> <li>✓ Provides leadership in the development and implementation of care programs for residents or clients</li> <li>✓ Inspires individuals to achieve new levels of performance</li> </ul> <p>Example of our Teamwork value:  <i>"When there is a student or new employee, she will collaborate with them on how to interact with the residents and help them prioritize and organize their schedules."</i></p>
<p><b>C o m m u n i c a t i o n</b></p> <ul style="list-style-type: none"> <li>✓ Communicates clearly and effectively and encourages open communication with residents or clients, families and co-workers</li> <li>✓ Outstanding ability to communicate the organization's values and incorporate them into resident or client care activities</li> <li>✓ Often shares own ideas and listens well to input from others</li> </ul> <p>Example of our Communication value:  <i>"Her knowledge of resident care plans is a good confidence builder, and her input at the most recent Multi-Discipline review was especially helpful. She responds to questions in a friendly, re-assuring and appropriate manner."</i></p>
<p><b>L e a r n i n g</b></p> <ul style="list-style-type: none"> <li>✓ Encourages innovation, creativity, personal growth and professional development in learning new skills</li> <li>✓ Consistently shares knowledge, resources and best practices with others</li> <li>✓ Effectively educates residents, clients, family members and/or co-workers on care requirements</li> </ul> <p>Example of our Learning value:  <i>"She mentors her managers, but also encourages them to mentor and empower their staff, to see potential and ambitions and build upon them. This is where the future management team may be waiting."</i></p>

## INFORMATION FOR NOMINATORS

### Who can nominate

- ✓ Leisureworld Senior Care Corporation employees (which includes Preferred Health Care Services, Ontario Long Term Care, Tealwood and Leisureworld Caregiving Centres)
- ✓ Department heads, management and corporate office staff
- ✓ Residents or clients
- ✓ Family members of a resident or client

### How to nominate

- ✓ Provide two to three **SPECIFIC** examples, scenarios or testimonials to support your category of choice. All examples must have occurred within the last year.
- ✓ You may use point form and are limited to two pages.

### How to submit your nomination

Complete and submit your nomination to the Human Resources Department by fax, email, mail or online.

**Fax** (905) 415-7623

**Email** award@leisureworld.ca or  
award@prefhealthcare.com

**Address** 302 Town Centre Boulevard, Suite 200  
Markham, Ontario L3R 0E8

**Online** www.leisureworld.ca or  
www.prefhealthcare.com

### NOMINATIONS CLOSE ON JULY 31, 2011.

### After nomination submission

We will contact you to confirm that your nomination form has been received and to collect additional insight and information about your nominee as needed.

### Additional information

- ✓ Contact Amanda Chaitnarine:

**Email** award@leisureworld.ca or  
award@prefhealthcare.com

**Phone** (905) 477-4006 x2004

- ✓ Check online at:

**My Leisureworld intranet site**  
**www.leisureworld.ca**  
**www.prefhealthcare.com**

## NOMINATION FORM

### Category

Please select **one** of the following categories:

- Respect                       Commitment  
 Teamwork                       Communication  
 Learning

### Nominee

Please provide full information on the nominee:

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Leisureworld home/location  
(if applicable, please specify): \_\_\_\_\_

OR

Preferred Health Care Services

### Nominator

Please provide your full contact information:

Name: \_\_\_\_\_

Daytime phone: \_\_\_\_\_

Evening phone: \_\_\_\_\_

I am a:

- Resident                       Client  
 Family member               Co-worker  
 Manager                       Other

If other, please specify: \_\_\_\_\_

### Description

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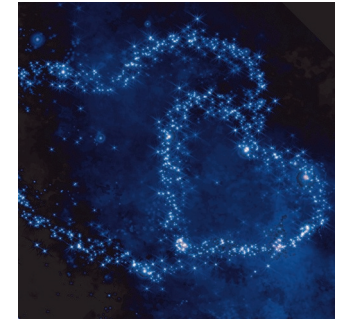
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### Example 1

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### Example 2

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### Example 3

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COMPLETE YOUR NOMINATION FORM ONLINE AT MY LEISUREWORLD INTRANET SITE OR WWW.LEISUREWORLD.CA OR WWW.PREFHEALTHCARE.COM.