



State Society of
Medical Assistants



AN AFFILIATE OF THE
AMERICAN ASSOCIATION OF MEDICAL ASSISTANTS

WSSMA Medical Assistant of the Year Award OFFICIAL ENTRY FORM

GENERAL INFORMATION

Submitters Information

Name of Submitter or Nominator (Must be a WSSMA member)

Title

Address

City, State, Zip

Day Phone

Evening Phone

Local Chapter

Chapter President (Including Credentials)

Nominee's Information

Name of Nominee, including credentials, must be a WSSMA member

Address

City, State, Zip

Day Phone

Evening Phone

What to include:

Detailed statement of accomplishments

Nominee's Professional CV, AAMA CEUs, (see attached info)

Letters of Commendation (minimum of two)

Where to submit

Submit to Medical Assistants of the Year Chair, either by e-mail or mail

Deadline: April 1, current year

Entries that do not meet all the submission requirements will be disqualified.

REV 04/2017 choughton / rkrieble cma (aama)



Nominee for WSSMA Medical Assistant of the Year

Name _____ Chapter _____

1) Education

- As it pertains to your profession, (i.e. AAMA Accredited Program, Non-Accredited Program, or on the job training).
- Continuing Education obtained, when or if recertified.

2) Medical Experience and Accomplishments

- Specify medical experience in number of years of experience.
- Job Responsibilities focused on defining the types of duties performed, (i.e. only back office, only front office, or both).

3) WSSMA and AAMA Involvement

- Local Chapter level of involvement.
 - ✓ Served on committees.
 - ✓ Served as an officer.
- State Society level of involvement.
 - ✓ Served as a delegate to state convention.
 - ✓ Served on committee(s).
 - ✓ Served as an officer.
- National Society level of involvement.
 - ✓ Served as a delegate to national convention. ✓ Served on committee(s).

4) Community and/or Civic Service

- Include, but not limited to:
 - ✓ Church Involvement.
 - ✓ Personal Interests.
 - ✓ Hobbies.
 - ✓ Special Skills.

5) Brief Statement regarding nominee's outstanding characteristics and/or contributions (on separate paper)