

## BCEN Distinguished Award Nomination Checklist

Use this helpful checklist to prepare your nomination.

### Nominee Information

- Nominee's Name
- Title
- Organization
- Work Email
- Work Phone
- Work Address
- Home Address
- Current CV
- BCEN Certifications Currently Held by Nominee
- Example of how the nominee modeled excellence as a board certified nurse in this specialty certification.
- Example of how the nominee has directly encouraged, motivated and inspired their peers to attain this credential.
- Examples of how the nominee has advocated for board certification within their workplace. (i.e. What programs have they created or enhanced that support board certification? How have they advocated for the importance and value of board certification to their organization's leadership? Please include specific examples of best practices, and outcomes.)
- Examples of how the nominee has advocated for and supported board certification within the profession at large. (i.e. Professional association committee work or workplace committees or special projects. Please include specific examples of best practices, and outcomes.)
- Example of how the nominee's work has increased certification rates within their department and/or organization with specific data.
- Two letters of reference

### Reference Information for Both References

- Name
- Title
- Organization
- Work Address
- Work Email
- Work Phone Number
- Relationship to Nominee