



The Wisconsin EMS Association

Excellence in Service Awards Committee

Policy & Procedures

COMMITTEE COMPOSITION

- The WEMSA Awards Committee will consist of at least three (3) Board of Directors.
- The judging Committee will consist of at least three (3) EMS professionals from *outside* Wisconsin, with NO affiliation with any of the nominees. Affiliation is defined as working with the ambulance service, training center or a history of working closely with the nominee. The WEMSA Staff and/or Board of Directors will be responsible for the selection of a *neutral* and *qualified* Excellence in Service Awards committee.
- ALL members of the awards process--both Committee Members AND Award Candidates--will honor the confidentiality of the awards process.

NOMINATION PROCESS:

- All applications must meet the requirements as spelled out on the Nomination Form or on the WEMSA website.
- The WEMSA Awards Committee will call references and verify that the nominee has a current EMS license.
- The WEMSA Awards and judging Committees will consider the application as submitted and NOT request NOR consider any information NOT included in the *original* application.
- The judging Committee will evaluate applications based on:
 - the completeness of the application
 - the quality of the recommendation(s) based upon the criteria outlined.
 - the impact the person or service has had on EMS.
 - any letters or documents submitted to support the application.
 - Audio and video clips will NOT be considered as supporting documentation in the nomination process.

- Once the nomination has been received by WEMSA it will be considered confidential until the award has been presented.
- All nominations will be submitted to the WEMSA Awards Committee electronically immediately after the deadline for nomination submission. Support materials may be submitted by email to the WEMSA Executive Director at wemsa@wisconsinems.com.
- Judging will include community support, involvement in the community, EMS involvement, contributions to local and/or state EMS, written media coverage supporting nominee, membership in EMS groups and certification in EMS fields. The Excellence in Service Awards committee may elect to not grant a given WEMSA award if the nominations do not meet the criteria for the award.
- Nominations received will become the property of WEMSA and will not be returned.

SELECTION PROCESS:

- An individual may only be selected for one individual award during a one (1) year period.
- The decision of the Excellence in Service Awards Committee is considered final.
**Only under extenuating circumstances will the WEMSA Staff or the WEMSA Board intervene with the determination of the Excellence in Service Awards Committee.
- Winners are announced annually at the WEMSA Conference. All award winners will be notified by email prior to the WEMSA Conference.
- The Awards Ceremony ticket for all winning nominees will be provided by WEMSA. One additional Awards Ceremony ticket will be provided for use by the winner's spouse or other person who may wish to accompany them to the event. Additional Awards Ceremony tickets may be purchased as needed from the WEMSA office before the deadline.
- The WEMSA Staff will submit the winners of the WEMSA Excellence in Services Awards to the NAEMT Awards process in the appropriate categories the following year. The awards that can be submitted to the NAEMT are: EMT of the Year, Paramedic of the Year, Educator of the Year, Military Medic of the Year, Service of the Year and Lifetime Achievement Award.
- An individual or organization may only receive an award in the same award category ONCE every three (3) years.

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