

OUTSTANDING PRACTICE APPLICATION

Date:

Name of Outstanding Practice:

Contact Person:

Program:

Telephone:

Email Address:

Contributors to Outstanding Practice:

Introduction

The Outstanding Practice Recognition program seeks to recognize practices and processes utilized by CAHME accredited programs that improve the effectiveness and innovation of the particular CAHME program where it occurs. An organization or individual wishing to submit an application for consideration should be aware of the following conditions:

- **Practices or processes must be replicable**
- **Applications must be received by the posted deadline**
- **An unbiased team will make selections**
- **Decisions of the judges are final**
- **Winners must be willing to discuss their winning entry practices with other colleagues**

Applicants should utilize the CAHME Criteria for Accreditation to determine if their outstanding practice is directly related to one or more of the criteria. The applicants are encouraged to imbed links to material available on the internet that is illustrative of the outstanding practice.

Summary:

Provide a brief synopsis of the Outstanding Practice, including the problem or process targeted for improvement, how the team solved or alleviated the issue, and report major finding using quantifiable examples. The summary must reference one of the CAHME Criteria for Accreditation that the practice effects.

Word Count 150 maximum

Innovativeness:

Outstanding practices must demonstration innovation, specifically in the areas of student achievement, technology and globalization. Describe how the practice demonstrates innovation.

Word Count 200 maximum

General Description:

Provide a general description of the practice. The general description section should include a statement explaining the extent of the Outstanding Practice; the general or specific issue investigated and the significance of the project. The statement should highlight how the project/study was useful.

Word Count 750 maximum

Process:

Describe who or what was studied and how the Outstanding Practice was developed and by whom. Describe the specific methods used to investigate, correct and improve the identified issue along the process, timeline and associated costs. Describe what tools were used and how the data was analyzed.

Word Count 600 maximum

Results/Outcome:

Describe the impact of the Outstanding Practice on the program, students, faculty, etc. Describe how the Outstanding Practice has made the program or process more effective, efficient, convenient, etc.

Word Count 300 maximum

Conclusion/ Recommendation:

Describe the implementation of the Outstanding Practice and how it addresses the issue it was intended to improve. What have been the unintended consequences? Should the results lead to specific next steps?

To be considered an Outstanding Practice the practice needs to be replicable by other CAHME accredited programs.

Word Count 300 maximum

Contributors and Titles:

Signature of Applicant: _____

Signature of Academic Head: _____

Application deadline: March 31, 2012 or September 30, 2012

To:

CAHME

2111 Wilson Blvd, Ste. 700

info@cahme.org

703-351-5010 ext. #1