

## **National Association Medical Staff Services Fellow Designation**

Board Approved August 3, 2015

### **Purpose:**

**Recognition** – The Fellow designation is the pinnacle of achievement and recognition for the Medical Services Professional. A Fellow of NAMSS is a career Medical Services Professional, dual certified, who has made outstanding contributions to the profession through service as a leader, mentor and educator.

While certification signifies a benchmark of knowledge for the competent Medical Services Professional, the Fellow designation signifies the recognition of knowledge along with service to the organization NAMSS and advancement of the profession.

### **Strategic Benefits:**

**Membership** – A Fellow is required to demonstrate a number of years of membership in the organization and must maintain membership in order to sustain the designation of Fellow. This builds an incentive for candidates to remain members in order to be eligible to apply for Fellow designation as well as to continue membership to maintain Fellow status.

**Certification** – Including the criteria for dual certification will serve to promote the importance of dual certification to career medical services professionals, as well as encourage recertification to maintain the Fellow designation.

**Continuing Education** – Certifications drive a need for continuing education programs for candidates to meet eligibility for recertification.

**Membership Benefit** – Enhanced recognition of the medical services management professional experience and expertise in areas which may include but not limited to practitioner credentialing, privileging, professional practice evaluation, provider enrollment, quality improvement, risk management regulation compliance and management.

### **Eligibility Requirements:**

- Current member of National Association Medical Staff Services (NAMSS) for the last five consecutive (5) years
- Dual certification (CPCS, CPMSM, CPES beginning January 2026)
- History clear of any ethics violations
- 15 years of documented medical services professional experience, indicated by a resume/CV with dates included
- A Bachelor's Degree
- Contribution to NAMSS and/or State Associations (At least two contributions to NAMSS are required. The third contribution may be to NAMSS or a State Association.):
  - Volunteer Service for NAMSS and/or State Associations\*
  - Speaker/Presenter at NAMSS national or State Association event
  - Published in *Synergy or Gateway*
  - Awards given by NAMSS and/or State Associations
- Contributions to the Medical Services profession (two or more of the elements below are required):
  - Published articles in healthcare publications and/or in your own health system
  - Speaker/Presenter at related healthcare events
  - Volunteer service with related healthcare organization
  - Awards given by related healthcare organizations
- Letters of recommendation (500 word maximum) from at least one of the following:
  - Current supervisor, colleague, or other individual within the healthcare industry with knowledge of the applicant's career
  - Current NAMSS Fellow

- Current or Past State President or NAMSS Committee Chair (excluding the Leadership Selection Committee Chair)
- Current or Past NAMSS Board Member
- Personal statement by applicant (500 word maximum on why applicant is deserving of the Fellows designation)
- A **non-refundable** application fee of \$250.

*\*Volunteer service for NAMSS includes: current or previous Board member, committee member, committee chair, taskforce or workgroup member, or exam development contributor.*

*\*Volunteer service for State Association includes: current or previous State Board member, committee chair, committee member, task force or work group member.*

*\*Submissions cannot be used in more than one category.*

### **Maintenance Requirements:**

- Current member of NAMSS
- Retention of dual certification (CPCS, CPMSM, CPES beginning in January, 2026)
- Compliance with the NAMSS Code of Ethics (violation of the policy will result in revocation of the Fellows designation).

### **Application Process:**

- Applicants will upload their completed application and related materials into the submission tool for consideration by the Leadership Selection Committee. Applications will be reviewed yearly and new inductees will be recognized at the NAMSS Annual conference.
- Leadership Selection Committee reserves the right to interview the applicant.
- Leadership Selection Committee will review and score all applicants via the NAMSS Fellow Designation Scoring Document.
- Leadership Selection Committee will discuss all applicants to make a final determination.
- The Chair of the Leadership Selection Committee shall present the slate of the approved fellow designees to the Board for review and approval of inductees. A joint meeting of the Board and Leadership Selection Committee may be held, at the Leadership Selection Committee's discretion, to address the reasons for any non-approvals.
- If an applicant is denied fellow designation, the Leadership Selection Committee shall send a letter to the applicant outlining the rationale for the committee's decision.
- If the applicant is denied the fellow designation, the applicant may reapply at the next application window.
- Fellow designees will be notified and will be able to designate him or herself as "FMSP" (Fellow Medical Services Professional).
- Fellows will be recognized at each NAMSS Annual Conference and listed on the NAMSS website.

NAMSS Fellow Designation Requirements	Complete	Comments
<b>Eligibility Requirement</b>		
<i>Current NAMSS Member for Past 5 Years</i>		
<i>Dual Certified: CPCS/CPMSM (CPES beginning January, 2026)</i>		
<i>15 Years Medical Services Professional Experience (Resume or CV with dates included)</i>		
<i>No History of any Ethics Violation</i>		
<i>Bachelor's Degree</i>		
<b>Contributions to National Association Medical Staff Services</b>		
<b>Applicant Must Meet Three of The Following Requirements (At least two contributions to NAMSS are required. The third contribution may be to NAMSS or a State Association)</b>		
<i>Volunteer Service for NAMSS and/or State Association</i>		
<i>Speaker/Presenter at NAMSS National/State or Local event</i>		
<i>Published in Synergy or Gateway</i>		
<i>Awards given by NAMSS and/or State Association</i>		
<b>Contributions to Medical Services Profession</b>		
<b>Applicant Must Meet Two of The Following Requirements (examples from above categories cannot be reused)</b>		
<i>Published Articles in Healthcare Publications and/or in Your Own Health System</i>		
<i>Speaker/Presenter at Related Healthcare Events</i>		
<i>Volunteer Service with Related Healthcare Organizations</i>		
<i>Awards given by Related Healthcare Organizations</i>		
<b>Letter of Recommendation From at Least One of the Following (examples from above categories cannot be reused)</b>		
<i>Current Supervisor or Other Individual within the Healthcare Industry with knowledge of Applicant's Career</i>		
<i>Current NAMSS Fellow Recommendation</i>		
<i>Current or Past State President or NAMSS Committee Chair Recommendation</i>		
<i>Current or Past NAMSS Board Member</i>		

<b>Personal Statement</b>		
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<i>Personal Statement by Applicant</i>		
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