

POLICY NAME	EDUCATION SCHOLARSHIP AWARDS
Number	Awards 200.10
Effective Date	11/19/2008
Responsible Workgroup or Committee	Education Committee

POLICY STATEMENT

NAMSS will provide financial assistance to its members through an educational scholarship program.

PURPOSE

It shall be the duty of the Education Committee to award scholarships to provide financial assistance to an active member of NAMSS currently employed in the profession of medical staff, managed care or provider credentialing services, to be applied toward continuing education or leadership development programs. Examples include an accredited program of study, local state conference, NAMSS' Annual Conference, NAMSS Education Summit, Webinars, in person courses, online courses or other NAMSS CE opportunities as available on the NAMSS Website. Up to \$10,000 in scholarships will be awarded annually.

PROCEDURE

1. Scholarships may be awarded for the following:
 - A. Accredited Program of Study: The Charlotte Cochrane Scholarship Award provides financial assistance, in an amount not to exceed \$1,500, to an active member of NAMSS currently employed in the profession of medical staff or provider credentialing services or holds the NAMSS CPCS or CPMSM and is currently seeking employment in same. Applicant must also be currently enrolled in a program of study. Recipients of the Charlotte Cochrane Award will be recognized at the Annual Conference during the Business Luncheon and as such receive complimentary registration and one-night hotel.
 - B. NAMSS Annual or Local State Annual Conference: Provides financial assistance, in an amount not to exceed \$2,000 for the NAMSS Annual Conference or \$1,000 for a

State or Chapter Annual Conference, to an active member of NAMSS who is currently employed in the medical services profession or holds the NAMSS CPCS or CPMSM and is currently seeking employment in same. The scholarship may be used to cover the cost of registration fees, accommodations, travel and per diem.

- C. **NAMSS Continuing Education Scholarship:** Provides financial assistance, in an amount not to exceed \$1,500 annually for attendance at the NAMSS Annual Conference, Education Summit or online course or State or Chapter Annual Conference. This will be awarded wholly or in part, to eligible, active member(s) of NAMSS who are currently employed in the medical services profession or holds the NAMSS CPCS or CPMSM and is currently seeking employment in same. The scholarship will be used to cover the cost of registration fees for live or online courses
- D. **Leadership Development Scholarship:** The Leadership Development Scholarship provides financial assistance to an active member of NAMSS who would like to develop their leadership skills. The scholarship may be used to cover the cost of the Leadership Certificate Program online modules, or registration fees for the in-person workshop, The amount of the scholarship is not to exceed \$1,500 and may be awarded wholly or in part to eligible active members of NAMSS.
- E. **NAMSS Aspire Higher Scholarship:** NAMSS Aspire Higher Scholarship, funded by The Greeley Company, honors Carol Cairns, CPMSM, CPCS, and provides financial assistance towards programs aimed at educational or professional growth. The amount of the scholarship is not to exceed \$2,500. Recipients of the Aspire Higher Scholarship will be recognized at the Annual Conference during the Business Luncheon and as such receive complimentary registration and one night hotel.
- F. **Other Continuing Education:** Provides financial assistance, in an amount not to exceed \$1,000, to an active member of NAMSS who is currently employed in the medical services profession or holds the NAMSS CPCS or CPMSM and is currently seeking employment in same. The scholarship may be used for tuition/registration fees, accommodations or travel expenses for the education event, or for educational materials. Applicable CE opportunities include live and recorded Webinars, online or in person courses and educational products.

- 2. Scholarship awards are given annually as determined by the Education Committee.
- 3. Only one scholarship can be awarded to an individual in a given year.
- 4. Applicants must submit a completed application (appended to this policy). Applicants must complete the application fully to be considered:

- A. Charlotte Cochrane Scholarship (Accredited Program of Study)
 - i. Proof of enrollment
 - ii. A degree plan/schedule of classes/transcripts if applicable
 - iii. Descriptive materials relating to the current accredited program
 - iv. A personal statement of educational goals, objectives and a timetable
 - v. A current CV/resume
 - B. NAMSS Annual Conference or State/Local Annual Conference
 - i. Registration form highlighting registration fees
 - ii. Conference program or descriptive materials relating to the program
 - iii. A personal statement of educational goals, objectives and a timetable
 - iv. A current CV/resume
 - v. A budget highlighting the expenses to be covered by scholarship
 - C. NAMSS Continuing Education Scholarship
 - i. Registration form highlighting registration fees
 - ii. Conference program or descriptive materials relating to the program
 - iii. A personal statement of educational goals, objectives and a timetable
 - iv. A current CV/resume
 - D. Leadership Development Scholarship
 - i. Registration form highlighting registration fees
 - ii. A personal statement of educational goals, objectives and a timetable for completion
 - iii. A current CV/resume to include years of industry experience.
 - E. NAMSS Aspire Higher Scholarship
 - i. Proof of enrollment or fees associated with an educational program.
 - ii. Descriptive materials relating to the current accredited program
 - iii. A personal statement of educational goals, objectives and a time-table
 - iv. A current CV/resume
 - v. A professional letter of recommendation.
 - F. Other Continuing Education
 - i. Descriptive materials relating to the program including program cost
 - ii. A personal statement of educational goals, objectives and a time-table
 - iii. A current CV/resume
 - iv. A budget highlighting the expenses to be covered by scholarship
5. Candidate Criteria
- All applicants will be measured by the following criteria:
- A. Commitment toward educational growth as a medical services professional or provider credentialing professional

- B. Commitment toward the enhancement of professionalism in the field of medical staff or provider credentialing services
- C. Enthusiasm for and support of the goals of NAMSS
- D. Future benefits to NAMSS resulting from educational assistance to the applicant
- E. Confirmation of dedication to higher aspirations and to the achievement of excellence consistent with the standards espoused by NAMSS and its Education Committee

6. Candidate Eligibility:

- A. Individuals serving as Board members/Committee members and/or instructors are not eligible to apply.
- B. Applicants must be current NAMSS members.
- C. Applicants must be currently employed in the profession of medical staff or provider credentialing services or hold the NAMSS CPCS or CPMSM and currently seeking employment in same.
- D. To be eligible for a Charlotte Cochrane Scholarship, applicant must also be enrolled in an accredited program of study.

7. Submission of Application:

- A. Charlotte Cochrane Scholarship (Accredited Program of Study): Applications are to be submitted to the Education Committee Chair through the NAMSS Executive Office by June 1 of each year. Measuring all completed applications and supporting documentation against the criteria listed above, the Committee will determine the recipient(s) by July 1 and will notify all applicants by August 1st. Announcement of the award will be made at the Annual Conference, and a notice will appear in Synergy.
- B. NAMSS Continuing Education Scholarship: Applications are to be submitted to the Education Committee Chair through the NAMSS Executive Office by June 1 of each year. Measuring all completed applications and supporting documentation against the criteria listed above, the Committee will determine the recipient(s) by July 1 and will notify all applicants by August 1st.
- C. NAMSS Leadership Scholarship: Applications are to be submitted to the Education Committee Chair through the NAMSS Executive Office by June 1 of each year. Measuring all completed applications and supporting documentation against the criteria listed above, the Committee will determine the recipient(s) by July 1 and will notify all applicants by August 1st.
- D. NAMSS Aspire Higher: Applications are to be submitted to the Education Committee Chair through the NAMSS Executive Office by June 1 of each year.

Measuring all completed applications and supporting documentation against the criteria listed above, the Committee will determine the recipient(s) by July 1 and will notify all applicants by August 1st. Announcement of the award will be made at the Annual Conference, and a notice will appear in Synergy.

Amended Date	Board Approval Date
	11/19/2008
	11/15/2011
9/14/2018	

POLICY NAME	CRITERIA AND SELECTION PROCESS FOR CERTIFICATION IMPACT AWARD (FORMERLY THE GOLDEN KEY AWARD)
Number	Awards 200.20
Effective Date	11/19/2008
Responsible Workgroup or Committee	Certification Commission of NAMSS

POLICY STATEMENT

The Certification Impact Award was established by the Certification Commission of NAMSS (CCN) and is intended to acknowledge an individual recognized by peers for his/her efforts to promote certification. It is the highest honor awarded by the CCN. The Certification Impact Award is further intended to acknowledge nominees who exemplify the Certificant's Code of Ethics, through their dedication to certification. A nominee shall demonstrate this dedication by sharing knowledge, fostering education, and encouraging personal/professional growth in the medical services profession that lead individuals to certification.

PURPOSE

The Certification Impact Award is intended to acknowledge nominated Certificants who exemplify the Certificant's Code of Ethics, through their dedication to certification and professional growth through certification.

DEFINITIONS

CCN: Certification Commission of NAMSS

Certificant: Medical Services Professional who holds current NAMSS certification(s).

PROCEDURE

1. The CCN will periodically review and revise, as necessary, the established criteria and nomination process/deadlines for the Certification Impact Award. Historically, the

deadline for submission of applications is June 15th of each year, selection takes place in July, and the presentation is made at the NAMSS Annual conference.

2. Nominees for this award must currently hold either an active CPMSM or CPCS credential in good standing. Current members of the NAMSS Board of Directors, NAMSS instructors and current members of the CCN are not eligible for nomination during their term of service and for three years following service on either Board.
3. Nominators must be professional colleagues of the nominees who can attest to the certified MSP's dedication to certification (peers, employers, subordinates, physician leaders, etc.). Nominators are not required to hold NAMSS membership or a credential.
4. Nominators must submit an official nomination form (Attachment A), as well as a narrative statement which does not exceed 500 words.
5. The nomination form and narrative statement should reference any programs taught, articles written, study groups formed, peers mentored, leadership activities or other efforts undertaken by the nominee to the furtherance of certification. Specific examples should be included.
6. Once submitted, all nominations become the property of the CCN and will not be returned. Nominations will be valid for two years from submission. The CCN will not retain copies of nominations following the two-year period. The CCN reserves the right to reprint the nominations in official CCN or NAMSS publications as necessary.
7. It is the responsibility of the nominator to ensure that the nomination is complete, legible, valid, and that it is submitted prior to the stated deadline. The CCN reserves the right to hold all nominators and nominees responsible for strictly adhering to the criteria as stated.
8. The CCN will consider all nominations received which comply with this policy. Selection will be by a majority vote of CCN members.

All nominees will be recognized in official CCN and NAMSS publications. The nominee selected each year, along with the nominator, shall be notified by the CCN Chair. The award given will include an engraved plaque and complimentary registration for the NAMSS annual conference in the year of selection. The awards will be given at the annual NAMSS Business Meeting at the annual conference.

Amended Date	Board Approval Date
8/2005	
8/2006	11/19/2008

7/2011	
6/2013	
4/2014	
4/2016	

POLICY NAME	JOAN COVELL CARPENTER EDITORIAL AWARD
Number	Awards 200.30
Effective Date	11/19/2008
Responsible Workgroup or Committee	Publications Committee

POLICY STATEMENT

The Joan Covell Carpenter Editorial Award shall be given to a NAMSS member who has authored a NAMSS article that meets the award qualifications.

PURPOSE

The award will recognize, support and encourage the efforts of NAMSS members who author informational articles for NAMSS publication.

PROCEDURE

1. In order to meet timelines for award presentation at the Annual Conference the articles will be selected from those published in July of the previous year through July of the current year.
2. Following the publication of the July articles, the Publications Committee Chair will collect the articles that meet the award qualifications.
3. The articles will be distributed to the members of the Publications Committee for review and judging.
4. Articles will be judged on the content, clarity and relevance to medical services professional industry.
5. The Publications Committee Chair will notify the NAMSS Board of the recommendation for the recipient of the award.
6. Upon approval of the NAMSS Board, the Editor will draft an award letter to be sent to the applicant. Executive Office will mail out the letter will notify the award winner.
7. The Publications Committee Chair will present the award at the Annual Conference.

Qualifications:

1. Articles considered must have been written by NAMSS members.
2. Articles co-written with persons outside NAMSS will not be eligible for the award.
3. Articles written by two or more NAMSS members will be accepted and if selected for the award, the financial award will be divided between the authors.
4. Articles will address one of the competency areas of the CPMSM, CPCS, and/or CPES exam.

Amended Date	Board Approval Date
	11/19/2008

POLICY NAME	NAMSS LEADERSHIP AWARD
Number	Awards 200.40
Effective Date	11/19/2008
Responsible Workgroup or Committee	Awards Task Force

POLICY STATEMENT

The NAMSS Leadership Award shall be given to an individual who has demonstrated support for NAMSS or for the activities and role of the Medical Services Professional.

PURPOSE

The award will recognize an individual who is a Medical Services Professional, physician or healthcare administrator who is serving or has served in a leadership position on a hospital staff or healthcare organization.

PROCEDURE

1. Nominations must be submitted by a NAMSS member in good standing (through the Executive Office) by April 30th of each year.
2. The Awards Task Force will consider all properly submitted nominations in accordance with the criteria provided above.
3. The President will contact the winner by telephone, and the NAMSS office will follow up with an award letter which will be sent to the recipient.
4. The President will present the award at the Annual Conference.

Amended Date	Board Approval Date
	11/19/2008

POLICY NAME	ICON (INSPIRATIONAL COMMITMENT TO THE ORGANIZATION NAMSS) AWARD
Number	Awards 200.50
Effective Date	11/19/2008
Responsible Workgroup or Committee	Awards Task Force

POLICY STATEMENT

The ICON Award shall be given to an individual or group that has demonstrated success in heightening awareness of NAMSS and elevating the esteem of the medical services profession. The award may be presented annually.

PURPOSE

To recognize the promotion of the NAMSS on behalf of MSPs.

DEFINITION

The ICON (Inspirational Commitment to the Organization NAMSS) award was created in 2004 to recognize an individual or group that has a proven track record in heightening awareness of NAMSS and elevating the esteem of the medical services professional.

Eligibility:

- Nominees may be members of NAMSS or key stakeholders.
- Nominees must have working knowledge of the value and scope of services provided by medical services professionals as well as the strategic goals of NAMSS.
- Nominees must have a proven track record in heightening awareness of NAMSS and elevating the esteem of the medical services professional.

Criteria for Nomination:

- Continuous encouragement and enthusiasm for the work of the National Association Medical Staff Services.
- Commitment to the organizational goals, mission and vision of the National Association Medical Staff Services.

- Demonstrated success in heightening awareness of NAMSS to members, employers, key stakeholders and/or the public.
- Demonstrated success in promoting the value of the medical services professional's role to the healthcare community.
- Demonstrated success in elevating the esteem of the medical services profession.
- Qualities of leadership and statesmanship exhibited for the benefit of the organization and the profession.

PROCEDURE

1. Nominations must be submitted by any NAMSS member in good standing (through the Executive Office) by May 31st of each year to the Membership Committee Chair who will present the nominations to the Membership Committee.
2. The Awards Task Force will consider all properly submitted nominations in accordance with the criteria provided above. Submissions will be evaluated on relevance, content and clarity. The Awards Task Force will select the recipient that best meets the criteria.
3. The Awards Task Force Chair will notify the NAMSS Board of the recommendation for the recipient of the award immediately following the final selection.
4. Upon approval of the NAMSS Board, the Awards Task Force Chair will notify the NAMSS Executive Office of the award winner.
5. The Awards Task Force Chair will contact the winner by telephone and will follow up with an award letter which will be sent by the NAMSS Executive Office.
6. The Awards Task Force Chair will present the award at the Annual Conference if a recipient is selected.

Amended Date	Board Approval Date
	11/19/2008

POLICY NAME	JOHN SYNOWICKI AWARD FOR EXCELLENCE & SERVICE IN MEDICAL STAFF SERVICES
Number	Awards 200.6
Effective Date	7/27/2026
Responsible Workgroup or Committee	Awards Task Force

POLICY STATEMENT

The John Synowicki Award for Excellence & Service in Medical Staff recognizes a Medical Services Professional who embodies Synowicki's dedication to service, mentorship, leadership, and professional development.

PURPOSE

To honor the enduring legacy of John Synowicki, whose career exemplified unwavering commitment to the education, mentorship, and advancement of medical staff professionals.

PROCEDURE

Eligibility Criteria:

- 10+ years in Medical Services, Provider Enrollment, or closely related roles
- Evidence of mentoring MSPs (formal or informal) over multiple years

Nomination Requirements:

- The Awards Task Force will only consider nomination applications completed in full.
- The application will require two (2) letters of reference for the nominee. At least one letter must be from a supervisor, manager, or organizational leader at the nominee's place of employment. Letters should address the nominee's performance and alignment with the evaluation criteria, including specific examples of mentorship, sponsorship, career development of others, and long-term, profession-wide impact,

such as policy development, national committee service, or publications. Concrete examples and outcomes are encouraged.

Evaluation:

The Awards Task Force will evaluate the nominees using a 40-point scoring rubric using the following criteria, each worth 10 points:

- **Leadership & Professional Influence:** Demonstrates leadership within their organization or the broader medical staff services community. Evidence may include leading initiatives, committee participation, mentoring colleagues, or influencing best practices in credentialing, privileging, or provider enrollment.
- **Commitment to Education & Professional Development:** Shows dedication to advancing knowledge in the MSP profession through continuing education, certification (e.g., CPCS®, CPMSM®, CPES), conference participation, or educational contributions such as teaching, presenting, or developing resources.
- **Service to the Medical Staff Services Profession:** Active contributions to the profession through volunteer service, participation in NAMSS or affiliated organizations, committee work, advocacy for the profession, or initiatives that elevate the role of medical staff professionals.
- **Alignment with the Legacy and Values of John Synowicki:** Demonstrates the qualities embodied by John Synowicki's legacy—commitment to mentorship, integrity, professionalism, collaboration, and dedication to advancing the MSP profession. Nomination materials should clearly illustrate how the nominee reflects these principles.

Recognition:

The award will be presented at the Annual Conference, and the awardee will be given the following:

- Recognition Award or Plaque
- [NAMSS Conference Scholarship](#) (may choose 1 option below)
 - Complimentary Registration + 3 Nights Hotel Stay
 - Complimentary Registration + \$750 Travel Stipend

Amended Date	Board Approval Date
	7/27/2026

POLICY NAME	RISING STAR IN MEDICAL STAFF SERVICES AWARD
Number	Awards 200.7
Effective Date	7/27/2026
Responsible Workgroup or Committee	Awards Task Force

POLICY STATEMENT

The Rising Star in Medical Services Leadership Award recognizes an early- to mid-career Medical Services Professional who has demonstrated exceptional promise as a future leader within the MSP profession. The award honors individuals who exhibit innovation, leadership initiative, and a commitment to advancing credentialing, privileging, provider enrollment, or medical staff services operations within their organization or the broader NAMSS community.

PURPOSE

To celebrate emerging professionals who embody the next generation of leadership shaping the future of the MSP profession.

PROCEDURE

The Awards Task Force will select the recipient based on their demonstration of active engagement in professional development, volunteer service, or initiatives that improve operational efficiency, compliance, or quality in medical staff services.

Eligibility Criteria:

- 3-5 years in the Medical Services or Provider Enrollment profession
- NAMSS member in good standing
- Demonstrated progress toward or attainment of CPCS®, CPMSM®, or CPES
- Demonstrated contributions to process improvement, education, or leadership initiatives
- Currently employed as an individual contributor or first-level leadership (e.g. Supervisor, Lead, Project Lead)

Nomination Requirements:

- The Awards Task Force will only consider nomination applications completed in full.
- The application will require two (2) letters of reference. At least one letter must be from a supervisor, manager, or organizational leader at the nominee's place of employment and should address the nominee's performance and alignment with the evaluation criteria, describing the nominee's qualifications and addressing how they meet the award's evaluation criteria. Concrete examples and outcomes are encouraged.

Evaluation:

The Awards Task Force will evaluate the nominees using a 40-point scoring rubric using the following criteria, each worth 10 points:

- **Leadership Potential:** Demonstrates initiative, influence among peers, and potential to lead teams, committees, or projects within the MSP field.
- **Innovation & Process Improvement:** Evidence of new ideas, technology adoption, workflow redesign, or improvements in credentialing/enrollment processes.
- **Professional Engagement:** Participation in NAMSS activities, volunteer service, committees, education programs, or certification pursuit.
- **Impact on Organization or Profession:** Measurable improvements, outcomes, or contributions that benefit their organization or the MSP profession.

Recognition:

The award will be presented at the Annual Conference, and the awardee will be given the following:

- Recognition Award or Plaque
- Complimentary Conference Registration & Complimentary 1-Night Hotel Stay
- NAMSS Education or Certification Preparation-Course Scholarship (up to \$700)

Amended Date	Board Approval Date
	7/27/2026

POLICY NAME	LUMINARY AWARD
Number	Awards 200.8
Effective Date	7/27/2026
Responsible Workgroup or Committee	Awards Task Force

POLICY STATEMENT

The Luminary Award honors an MSP professional who has demonstrated outstanding professional growth and excellence at the midpoint and beyond, in their career. This award highlights individuals who are strengthening the medical staff services profession through dedication to credentialing integrity, regulatory compliance, provider support, and interdisciplinary collaboration. The recipient exemplifies professionalism, ethical conduct, and dedication to quality patient care through the effective administration of medical staff services functions.

PURPOSE

To recognize professionalism, ethical conduct, and dedication to quality patient care through the effective administration of medical staff services functions.

PROCEDURE

Eligibility Criteria:

- Mid-career MSP professional (5+ years in the field)
- NAMSS member in good standing
- Having obtained at least one CPCS®, CPMSM®, or CPES certification
- Active contributor to departmental or professional initiatives

Nomination Requirements:

- The Awards Task Force will only consider nomination applications completed in full.
- The application will require two (2) letters of reference. At least one letter must be from a supervisor, manager, or organizational leader at the nominee's place of employment and should address the nominee's performance and alignment with

the evaluation criteria, describing the nominee’s qualifications and addressing how they meet the award’s evaluation criteria. Concrete examples and outcomes are encouraged.

Evaluation:

The Awards Task Force will evaluate the nominees using a 40-point scoring rubric using the following criteria, each worth 10 points:

- Professional Achievement: Demonstrates strong competency in credentialing, privileging, or provider enrollment operations.
- Commitment to Professional Development: Pursuit of certification, continuing education, or leadership training.
- Collaboration & Service: Ability to work effectively with physicians, administrators, and multidisciplinary teams.
- Ethical Standards & Professional Integrity: Upholds NAMSS ethical principles, compliance standards, and professionalism.

Recognition:

The award will be presented at the Annual Conference, and the awardee will be given the following:

- Recognition Award or Plaque
- Complimentary Conference Registration
- 1-Night Complimentary Hotel Stay
- NAMSS Continuing Education Scholarship (up to \$700)
 - Can be used toward a NAMSS prep course, certification course, or Leadership Certificate Program.

Amended Date	Board Approval Date
	7/27/2026