

OHIO ASSOCIATION FOR HEALTHCARE QUALITY

POLICY AND PROCEDURE

SCHOLARSHIP FUND

PURPOSE

The OAHQ Scholarship Fund has been developed to encourage participation in the pursuit of education in the field healthcare review, quality and/or coordination of care delivery.

Contributors share their knowledge and expertise by providing their colleagues information by means of articles, presentations, poster board sessions or other education. In turn, a qualified applicant has the opportunity to attend the national Education conference sponsored by the National Association for Healthcare Quality.

The scholarship includes one full Early Bird Member Registration Fee (optional workshops, luncheons and tours are not included). Transportation, meals and accommodation expenses are the responsibility of the applicant.

ELIGIBILITY

1. At the time of applying for a scholarship, the applicant must be a member in good standing of OAHQ and the applicant's local group if it exists.
2. Scholarships are non-transferable. Once the scholarship has been accepted, it must be forfeited if the successful applicant proves unable to attend the conference. The scholarship must be taken in the year it is awarded.
3. Applicants are eligible for one scholarship only within a three (3) year period. In the event that an applicant must forfeit the scholarship the year the award is received, he/she may apply for a future scholarship.

REQUIREMENTS

1. Publication of an article related to Health Care Review within the three previous years.
 - Send a copy of the article or a draft copy with verification from the publisher that the article has been accepted for future publication.
2. Presentation of or a verified acceptance for a poster presentation session or a paper presentation at an area, state or national conference within the two previous years.
 - Send a copy of the conference program with a brief description of the poster session and the target audience.
3. Publication of pamphlets, manuals or other materials used for educational purposes for your organization or conference presentation.
 - Send a copy of the pamphlet or manual with a copy of the program outline, teaching methodology and a program evaluation.
4. An oral presentation for educational purposes within the two previous years.
 - Send a copy of the program objectives, program outline, teaching methodology and a program evaluation.
 - All supporting documentation that is received becomes the property of OAHQ and will not be returned. OAHQ will not publish in whole or in part any materials sent without the written permission of the author.

SCHOLARSHIP FUND (continued)

HOW TO APPLY

1. Applicants must use the OAHQ Scholarship Application form available from your District OAHQ representative. No other form will be accepted for consideration.
2. The completed form must be submitted to the program Team Chairperson no later than April 1 preceding the OAHQ Annual Conference.
3. The OAHQ Board at the Board Meeting prior to the OAHQ Annual Conference will review all applications that qualify.
4. The scholarship recipient will be notified prior to the announcement during the Annual Conference. Notification will be done either in person or by telephone communication.
5. Each applicant will be notified by mail of the Board's decision regarding the outcome of the application by the Secretary.
6. Acknowledgement of the winner of the scholarship and his/her type of achievement will be published in the OAHQ quarterly newsletter.

GUIDELINES FOR SCHOLARSHIP DETERMINATION

1. All applications will be received, reviewed and verified for completeness by the Program Team prior to submission to the Board for judging.
2. Application will be judged on the following criteria:
 - A. Content
 - B. Originality
 - C. Clarity
 - D. Organization
 - E. General Over-All Style
3. Each criterion may earn from 1 to 3 points with 3 as the highest score.
4. Following judging, all applicants will be ranked according to a total points earned.
5. In the event of a tie, entries will be placed in a container with the Program Team Chairperson drawing one name. This name shall be declared the winner.
6. The winner will be contacted to confirm that he/she is definitely planning to attend the National Conference. The winner must respond with confirmation within ten (10) business days. If the winner is unable to attend, the second place winner is awarded the scholarship. If the second place winner is unable to attend or if no other scholarship applications were received no scholarship is awarded for the current year.

Formulated: 8/90

Revised: 11/92, 1/94, 11/99, 12/06

Reviewed: 8/94