GUIDELINES FOR MEMBER SPOTLIGHT In The Risk Management Quarterly (RMQ) Published by AHRMNY, Inc.

1. The purpose of the “Member Spotlight” column in RMQ is for members to share professional accomplishments and achievements. These professional accomplishments and achievements may include:
   - Recently acquired education degrees or certificates
   - Recently acquired professional designations such as CPHRM, CPHQ, CPPS etc.
   - Awards or recognition received by member from their organization of employment
   - Industry level recognition received by member
   - Facility/organization awards/recognitions that the member was instrumental in facilitating the achievement of, eg., Malcolm Baldrige National Quality Award
   - Projects such as research projects, participation in improvement collaboratives such as IHI, health information technology projects related to patient safety/risk reduction etc.
   - Promotions and job changes

2. The maximum length of submissions to the “Member Spotlight” is four sentences. Photos are to be limited to headshots 2” x 2”.

3. Members will submit information for publication on the Member Spotlight Information Sheet available in the Membership section of the AHRMNY, Inc. website: www.ahrmny.com. The member will then submit the Member Spotlight Information Sheet to RMQ Editors via email to ahrmny@gmail.com.

4. Member submissions for the “Member Spotlight” will be reviewed by the AHRMNY, Inc. RMQ Publications Committee. Content promoting products or services will not be published.

5. Members who submit content for the “Member Spotlight” must be members in good standing of AHRMNY.