



**GUIDELINES FOR MEMBER SPOTLIGHT In *The Risk Management Journal (RMJ)* Published by AHRMNY, Inc.**

1. The purpose of the “Member Spotlight” column in RMJ 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](http://www.ahrmny.com). The member will then submit the Member Spotlight Information Sheet to RMJ Editors via email to [ahrmny@gmail.com](mailto:ahrmny@gmail.com).
4. Member submissions for the “Member Spotlight” will be reviewed by the AHRMNY, Inc. *RMJ* 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 Content promoting products or services will not be published.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.