

## **Edward Hamilton Award**

**Submission Deadline: February 7, 2020**

### **PURPOSE**

The Edward Hamilton Award is presented to a career USPHS Optometry Commissioned Officer who is recognized by his/her peers for outstanding work as evidenced by a specific accomplishment(s) toward the mission of the PHS. This award may be presented annually by the Optometry Professional Advisory Group (OPAG).

CAPT James E. Hamilton brought eighteen years of active duty experience with the Air Force and Marine Corps to end his uniformed career with twelve years of distinguished duty in the US Public Health Service Commissioned Corps. Assigned to the Indian Health Service (IHS), CAPT Hamilton's exceptional leadership and clinical abilities were reflected in his appointment by the Director to be the first Indian Health Service Senior Consultant for Optometry in 1976. His exceptional service in this position, overseeing and nurturing the fledgling IHS optometric program, established a course of consistent growth in clinical facilities and staff as well as quality patient care. Named to honor CAPT Hamilton's insight, integrity, dedicated leadership and persistent hard work, it is for the demonstration of those same qualities in contributing to the mission of the Public Health Service that this award honors and recognizes its recipients.

### **ELIGIBILITY**

Any active duty USPHS optometry commissioned officer may be nominated. One nominee will be chosen for the USPHS Commissioned Corps James E. Hamilton award.

**CRITERIA** Each nominee must have demonstrated an outstanding contribution toward the mission of the PHS commensurate with the period of employment. The nominee must have been directly involved as a key player in the exemplary work, or must have had direct control over it. This contribution shall include at least one of the following:

1. A specific notable accomplishment that impacts the public or the field of public health and/or optometry.
2. High quality and initiative in leadership.
3. Sustained high quality work performance demonstrated by significant accomplishment.
4. The application of unique skill or creative imagination to the approach or solution of a problem(s).
5. Technical and/or professional contributions that is significant to an office, center, bureau, agency, state, region, or nation.
6. Exhibition of great courage in hazardous work or in an emergency.

### **NOMINATION PROCEDURE**

1. Any PHS employee may nominate an eligible candidate.
2. A nomination package, which consists of a cover letter, nomination page, and curriculum vitae, must be submitted to the OPAG Chair by mail, fax, or email by the designated deadline.
3. The OPAG Awards Subcommittee will review and rank the nominations.
4. The OPAG Chair shall select the nominee ranked highest by the committee or return, with comments, all the nominations to the OPAG Awards Subcommittee for reconsideration.

## **NOMINATION PACKAGE**

A complete submission consists of the following three sections: the cover page, the nomination page and the curriculum vitae.

A. Cover Page (see attached – please provide citations).

B. Copy of candidate's curriculum vitae that include a brief description of their current assignment.

C. Nomination Page: A description of service or achievement, which merits special honor upon which the nomination is based. Do not exceed two single spaced typed pages:

- The first paragraph should state the reason for the nomination and mention the areas of practice.
- The body of the submission must describe (i) the specific role the nominee played in each accomplishment noted (ii) the degree of the impact of the accomplishments of the nominee, and (iii) the degree to which the nominee exceeded the normal work performance requirements.
- The last paragraph should encompass key elements and incorporate the submission (also used as the citation).

## **AWARD SCHEDULE**

1. Solicitation of nominations by the OPAG: late fall
2. Submission of nominations: announced deadline
3. OPAG awards subcommittee review and recommend nominations to the OPAG Chair.
4. Award presentation: COA Conference & IHS Biennial Meeting.

*COVER SHEET*

**Edward Hamilton Award**

Candidate Name:

Grade/Rank:

Position Title:

Work address:

Work telephone:

Work email:

Proposed citation:

Recommended by:

Submit to:

Hanna Fylpaa, OD  
Southeast Alaska Regional Health Consortium  
5721 Concrete Way  
Juneau, AK 99801  
Phone: 907-364-4560  
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