

Reward and Recognition Tool	R & R Person Responsible	Criteria	How	Recognition
Bay Star	John Katt/Jeremy Bellor	Acts of bravery or who extend themselves in a heroic manner above and beyond their normal job functions	Nominations are done by completing the form found on the McLaren Bay Employee document section and submitting them to John Katt or Jeremy Ballor. Marketing provides the rewards and the winner is recognized at the monthly management meeting.	Presentation at Management Meeting, Statline, Facebook. They receive a framed certificate, Bay Star pin, \$50 eshop gift certificate, and a McLaren tote bag
Caught in the Act	Laura Love (interim)	Peer to Peer recognition	Two winners are randomly selected from previous month nominees to receive a \$20 Meijer Gift Card paid by Administration.	Surprise presentation, article in Statline, and velcro wall display
Employee of the Month	Doug Cojeen	Been employed for 1 year and demonstrate a positive attitude toward MBR. Have compassion for patients and fellow co-workers. Involved in hospital programs and community organizations.	Nomination forms are found by the seniority board near the staffing office on first floor and on the McLaren Bay Employee document section and submitted to Doug Cojeen. EOM committee reviews submitted applications.	Presentation in the unit, at Mgt Meeting, Statline, and Facebook.
Employee of the Year	Doug Cojeen	Selected out of the employee's of the month for that year.	EOM committee reviews all 12 EOM and makes selection.	
Free Beverage Day	R&R Team	Reward for all employees for a hospital-wide achievement.	Reward and Recognition Team works with administration for approval. Marketing promotes.	Announcement in Statline and email
Leadership Thank You Letter	All Management	Recognition for doing your job great, doing AIDET or other items in your job description	Leader sends Thank You card to staff directly to their home	Direct to staff
Loons Tickets	Human Resources	Staff name submitted from their boss for going above and beyond in their work or their work ethic has proven to be excellent.	Random Draw	Winners announced in statline; tickets are picked up in HR
McLaren Excellence Money (M.E. Money)	All Management (Julie Kukla)	An employee that has gone above and beyond and has done something outside their normal job duties	Fill out ME Money and send to staff.	Direct to staff
Orchid Letter	Kyle Grandmaison	Great customer service noticed by the patients	Positive comments received from patient voicemails, emails, etc.	Direct to staff

Physician of the Quarter	Jim Sharrard	Physician who continues to go above and beyond.	Nominations submitted by hospital staff using forms that are on the MBR website. Physician QIT committee reviews submitted applications	Receives a gift valued at \$100 (i.e. gift card to a local restaurant, MBR logo items, golf balls). Presentation in the unit, Statline, and Facebook.
Senior Leadership Thank You Letter	Senior Leadership	Employees that have gone above and beyond their normal job duties.	Nominated by representative in attendance at Safety Huddle. Thank You Note sent direct to staff person signed from Senior Leadership in attendance at Safety Huddle	Direct to staff