

Health Services Technician of the Year (HSOY) & Independent Duty Health Services Technician (IDHSOY) of the Year Awards

The HSOY/IDHSOY Program is designed to recognize exemplary Health Services Technicians who have displayed outstanding individual performance and contribution in direct patient care for the previous calendar year. Nominees should reflect our core values of “Honor, Respect, and Devotion to Duty” and only those enlisted personnel who demonstrate sustained exceptional standards of proficiency and conduct, and whose military appearance and bearing are consistently impeccable, should be nominated. The following factors will be considered: sick call, medevacs/urgent care, supply, ancillary services, patient education, TRICARE, public relations, quality improvement programs, medical readiness of his or her unit, and collateral duties.

1. Nomination Process: District Senior Independent Duty Health Services Technicians (SIDHS) shall administer the HSOY/IDHSOY process and solicit for District Region nominations. Regardless of chain of command, units within the geographic boundaries of a District shall submit their nominations to the regional SIDHS except as noted below. Units not specifically addressed below shall contact the local SIDHS for submission guidance.
 - a. Each Area command within the District may only submit one nominee to the SIDHS for that geographic region.
 - b. Each District command may only submit one nominee to the SIDHS for that geographic region.
 - c. Each Sector within the District may only submit one nominee to represent the Sector proper and its subunits to the SIDHS for that geographic region.
 - d. Each Base within the District may only submit one nominee to represent the Base and its subunits to the SIDHS for that geographic region.
 - e. Each DSF unit within the District may only submit one nominee to the SIDHS for that geographic region.
 - f. Each DCMS unit within the District may only submit one nominee to the SIDHS for that geographic region.
 - g. Each DCO unit with the District may only submit one nominee to the SIDHS for that geographic region.
2. Procedures: Commands within a District’s geographic area shall solicit, select, and submit electronically to the District Regional SIDHS, one clinic HS and one IDHS nomination package. The nomination package shall contain the following information:
 - (1) A memo containing specific bulleted achievements for the calendar year. The memo will not exceed two pages and highlight sick call, medevacs/urgent

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- (2) A copy of the individual's performance evaluation(s) for the year
- (3) A statement that the member has no pending Uniform Code of Military Justice (UCMJ) action.

b. SIDHS Team Leader shall:

- (1) Set unit submission deadline that allows enough time to meet submission deadlines for CG-112.
- (2) Serve as the HSOY/IDHSOY process administrator and convene a selection committee.
- (3) Ensure that all nominees meet the criteria outlined in the Awards Manual.
- (4) Chair the HSOY/IDHSOY selection committee and tally individual scores to determine the District nominees. The SIDHS Team Leader will only vote to break a tie.
- (5) Submit to the CG-112 the top three HSOY and IDHSOY nomination packages
- (6) CG-112 shall convene and chair the HSOY/IDHSOY selection committee that will consist of a balanced mix of senior enlisted leaders and Officers from the HSWL organization. CG-112 will only vote in case of a tie. The selection committee will select one HSOY and one IDHSOY and forward recommendations from the selection committee to CG-11 for approval.