



AAICPC Outstanding Performance Award

This award promotes ICPC State and Decentralized State/County offices (hereinafter referred to as County) to conduct peer review and select one ICPC office for the Outstanding Performance Award annually. The award will be issued to a State or County ICPC Office for Timely Processing of ICPC Regulation 1, 2 & 7 home studies.

A) Intent of this Outstanding Performance Award:

A.1) Primary Objective: To promote its member states to improve performance and compliance of the ICPC mandates and requirements set forth in the ICPC Articles and Regulations.

A.2) Secondary Objective: To promote peer review and assessment of State and County performance: Give State and County ICPC offices the opportunity to select their choice of the top five (5) States or Counties who processed Regulation 1, 2 & 7 categories of home study requests in the prior year. Based on those State or County nominations, AAICPC would give the "Outstanding Performance Award to one State or County at the next annual business meeting."

B) Method to be Used by AAICPC for Selection of the Outstanding Performance Award. The selection process will involve two steps:

B.1) States and Counties nominating their choice of five (5) States or Counties for the award; and

B.2) AAICPC Performance Improvement Committee compiling the nominations from all States and Counties upon which the award would be given.

C) State and County ICPC Office Award Nomination Process: Designed to give all State and County ICPC Offices the opportunity to conduct peer review, and select the top five (5) State and County nominees regardless of their ability to use empirical data in the assessment process. State and County ICPC offices will be given full discretion for selecting their top five nominees as it relates to timely processing of home study requests by a state or county. Suggested criteria for State and County selection may include one or more of the following optional criteria:

C.1) Data collection: Using empirical data such as tabulation of days the state/county took to process the home study request. (i.e. date request sent to State/County until home study received.)

C.2) Perceived Effort: Assessment of the states/county efforts to process home study requests in a timely manner, including responsiveness to state /county inquiries about status of timely processing, ease and quality of communication between the State/County and ICPC office.

C.3) Quality of home study: This may include assessment of the home study report received in compliance with Safe and Timely Act, versus states/counties that send back automatic denials without completing the home assessment.

C.4) Content for State/County Nomination:

a) Clearly identify name of State or County ICPC office and the name of CA, DCA or coordinator submitting nominees.

b) List no more than five (5) Nominees: The States/Counties do not have to submit five if they do not believe there are five qualified States/Counties.

c) Clearly identify each State or County in descending order: 1st place, 2nd place, 3rd place, 4th place, 5th place.

d) Comments and data supporting the nomination are welcome, but not required. AAICPC may use some of the comments and/or data in announcing the award.

e) Note that an ICPC State and Decentralized State/County offices may **NOT** vote for their own office.

C. 5) Submission of State/County Nominees to AAICPC Awards subcommittee:

a) Method of submitting Nominations: The AAICPC National Office will send a survey to all State and County ICPC offices to request nominations for the Outstanding Performance Award for each Calendar Year.

b) Each State and County ICPC office will complete the nominations for the Outstanding Performance Award for the previous Calendar Year and submit via survey by the due date requested by the AAICPC National Office.

D) AAICPC Performance Improvement Committee Role in the Selection Process:

D.1) Confidentiality: The Performance Improvement Committee members are expected to keep the nomination information and ranking of States/Counties confidential. Information received as part of the nomination process is only to be released by the AAICPC President or designee.

D.2) Selection Process: The Performance Improvement Committee will tabulate the nominations received from the States/Counties based solely on point system award for their ranking, except in the case of a tie score when other criteria may be considered.

a) Point System: Each State/County nominee will be awarded points as follows:

- i. 5 points for each 1st place nomination
- ii. 4 points for each 2nd place nomination
- iii. 3 points for each 3rd place nomination
- iv. 2 points for each 4th place nomination
- v. 1 point for each 5th place nomination.

b) Total number of points: The Performance Improvement Committee will total all the points for each State and County nominated and determine the States or Counties with the highest point scores.

c) Tie Score: If there are only two States/Counties tied for the award, AAICPC may decide to award two Outstanding Performance Awards; however, if there are more than two States/Counties identified for 1st place, the Performance Improvement Committee may consider other comments noted under the comment section of the submission or data submitted as part of the nomination process for the selection of the 1st place award and/or the Executive Committee may choose to issue more than one award.

E) Possible recognition or item given by AAICPC to Selected winner:

E.1) Plaque Presentation: Award the selected State or County with a plaque that they can keep and hang in their State/County ICPC office.

E.2) AAICPC Website: List the Performance Award winner on the AAICPC Website, possibly with a photo of their state representative receiving the plaque.

E.3) Waive AAICPC Registration Fee: For the next AAICPC conference for one representative from the selected State.

E.4) Perks at the AAICPC conference: In addition to presenting the plaque, if the state has a representative at the conference, make the selection fun or special for that State representative such as: giving them a special seat at certain conference events, decorate their name card, or have helium balloon or chair decoration. (similar to businesses that recognize employee of the month with a special parking spot ☺)

E.5) AAICPC Newsletter or APHSA Publications: Announcement of the award may be included in other AAICPC and APHSA publications that are sent to State Child Welfare Directors and Commissioners.

E.6) Opportunity to Share: States identified for "outstanding performance" could be given the opportunity to share their experience as to how they achieved compliance or share ideas for performance enhancement. Sharing of information could be presented at the AAICPC conference or through other documents or avenues to be developed by the Performance Improvement committee.

F) Deadline for submission of nominations: All nominations and required data must be received by the AAICPC Performance Improvement Committee by the designated date each year.