



## CMSA FELLOWSHIP APPLICATION CRITERIA

*\*The following illustrates the information requested for submission and is subject to change. Actual application will be available online only during the submission period.*

### CMSA Fellowship Submission Checklist

- **Complete the Online Application Form:** all fields are complete, if applicable, and includes your signature.
- **Attach Your Curriculum Vitae (CV) and Current Professional Head Shot for Publication**
- **Attach Three (3) Letters of Recommendation:** from three individuals from different categories that have interacted with you in a professional capacity with first-hand knowledge of your contributions to the field of case management. Consider a senior leader, supervisor, mentor, mentee, professional peer, someone in a leadership position, or another FCM.
- **Submit Application with Application Fee of \$350:** Please make sure you follow payment instructions when submitting the application online, and if paying by check, ensure it is postmarked by the submission date and made payable to CMSA. Application fee is non-refundable/non-transferable.

## SECTION 1: Applicant Information

\*All fields are required

**Applicant Name**

**Credentials**

**Contact Information**

**Employment Information**

**Professional licensure or advanced health and human services degree**

**Case Management certification from a nationally recognized body**

**CMSA Membership Verification**

## SECTION 2: LEADERSHIP & INNOVATION

\*Complete all that apply

**CMSA National and/or Chapter Leadership (list titles/positions/national/chapter, and term of office):**

CMSA Officer/Board of Directors

CMSA Committee/Task Force Chair

CMSA Committee/Task Force Member

**Other Volunteer Leadership (list titles, organizations and term of service):**

Leadership positions with other national, state, or local level healthcare organizations on Board, or Committee roles, as well as advisory task force panels or national initiative programs

**Professional/Employment Leadership (list titles/positions, organizations, employment years):**

Professional Leadership Positions Held

**Leadership Achievements/Innovation:**

Describe your innovative leadership activities or achievements designed to impact the practice for current and future case managers. 100 word limit

**Mentorship:**

Share formal and informal mentoring roles to others in the field of case management and define that role and your impact.

**Community Service:**

In addition to the volunteer roles with CMSA or other professional healthcare organizations already provided, list any other volunteer activities that made a significant impact to the professional practice of case management.

**SECTION 3: SCHOLARSHIP ACTIVITY AND CONTRIBUTIONS TO THE FIELD**

\*Complete all that apply

**Contributions to the Professional Practice of Case Management:**

Describe major contributions made to the professional practice of case management and explain how the contributions have impacted or advanced the profession. Consider efforts on certification boards, health policy/advocacy, patient advocacy, public relations/communications, research, education, case management process/quality/standards. 200 word limit

**Impact of Presentation:**

List information on any programs developed and consistently presented (poster or oral) that have had an impact on the case management field.

**CMSA Committee Impact:**

List any CMSA national or chapter committee work (non-leadership role) that had an impact on the professional practice of case management.

**Impact of Publication:**

Share original work published in a CMSA publication with the past five years and how it impacted the advancement of the professional practice of case management.

Share one or more professional articles or book chapters that have been prepared and published within the past five years in a publication accepted as authoritative in the healthcare industry.

**Professional Standards:**

Share any professional standards or ethics developed or established and its impact on the field of case management.

**Research/Improvement Impact:**

Provide a summary of any research and/or performance improvement project findings documented and incorporated to enhance case management.

**Special Recognition:**

List all awards and recognition of service received as a case management professional.

**SECTION 4: APPLICANT STATEMENT**

\*Not to exceed 200 words.

Share your personal statement that illustrates your commitment to the field of case management.

**SECTION 5: CM FELLOW ESSAY**

\*Not to exceed 750 words

Tell us why becoming a CM Fellow is important to you.