CDHD Employee Recognition

Goal
The goal of employee recognition is to show appreciation for an employee’s achievement and to motivate employees to continue good performance and their commitment to the Central District Health Department.

Employee Eligibility Requirements
• All employees are eligible for recognition. Department wide recognition should be inclusive to all employees.

Approval Process
• Anyone can nominate an employee; approval provided by department supervisor and/or administration.
• Aligns with CDHD’s Core Values

Objectives
• Goal commitment
• Increased employee satisfaction

Achievement Criteria
• Recognize teamwork between departments
• Job expansion (taking on more than what is expected, example: presenting at staff meetings)
• Recognize ethical, environmental, or social awareness and the obligation to make a positive influence beyond the organization itself.
• Autonomy and Ownership (of a completed product or process)
• Years of Service
• Completion of certifications or degrees
• Superior customer service
• Retirement
• Employee birthday
• Innovation
• Systems Improvement
• Technological advances
• Actions that embody CDHD’s Core Values (Communication, Optimal Health, Respect, Excellence).

Awards
• Gift card
• Monetary
• Jeans day Certificate
• Leave early/arrive late day
• Food item/Balloons

**Should be delivered as close as possible to the time of the desired behavior to strengthen the link between employee’s action and the result to the organization.

Frequency of Awards
• Yearly (birthday, anniversary date)
• Monthly

Evaluation of Program
• Are the program’s rewards adequate, fair, competitive and appropriate?
• Are the program’s objectives being met?
• Do employees find the program meaningful?
• What should be done differently?