



Submitting an ANA National Awards Nomination

**The Power
of Nurses™**



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Questions? Contact leader@ana.org



Step 1: Choose an Award

- Go to Appendix A of the [National Awards Program Guide](#) to view award descriptions, eligibility requirements, and selection criteria.
- Review the award questions in Appendix A that must be answered for each award during the online nomination process.
- Click the “here” link, which can be found after the Selection Criteria of each award, to submit a nomination for a given award.

NOTE: There is a unique nomination form for each award.



2025-2026 ANA National Awards Program Guide

PUBLIC HEALTH SERVICE AWARD

ANA's Public Health Service Award is inspired by **Pearl McIver**, who dedicated her career to promoting and protecting the health of people and communities in her role as a public health nurse. McIver held various positions during a 35-year career with the U.S. Public Health Service including, child hygiene nurse assigned to the Missouri State Board of Health and chief of the Office of Public Health Nursing. McIver received the first Public Health Nurse Award from the Public Health Nurses Section of ANA in 1956.

Description:
The Public Health Service Award recognizes the exceptional leadership and outstanding professional contributions of a public health nurse in shaping the role and advancing the practice of public health nursing.

Number of Awards Bestowed:
Two individual registered nurses may receive the Public Health Service Award each award cycle.

Eligibility:
1. Current C/SNA-ANA or IMD membership.

Selection Criteria:
1. Recognized as a national leader in the field of public health nursing.
2. Contributed significantly to the field of public health at the national level.

Public Health Service Award Questions:
1. Describe the nominee's outstanding contributions to shaping the role and advancing the practice of public health nursing.
2. Describe the nominee's contributions to advancing the field of public health at the national level.

 [Click Here](#) to submit a nomination for the Public Health Service Award.

After clicking “here”, you will be directed to ANA’s login page, where you will be required to enter the username and password associated with your ANA membership. Go to step 2.

If you are already logged in, you will be directed to the online nomination form, which begins with the “Nominee Information” section.



Step 2: Login

- Enter the username and password associated with your ANA membership.
- Click “Login” to open the “Nominee Information” section.

Have an Account or already a member?

User Name (Email Address)

Password

☐ Remember me for 90 days.

Login

Step 3: Nominee Information – Details

- Click “Self-Nomination” or “Nominate someone else”.
- Click “Next”.

NOTE: Self-nominations will not be accepted for the Hall of Fame Award.



Home > About Us > Awards > Award Nomination

Distinguished Direct Patient Care Award

Nominee Information

Nomination Information

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NOMINATION INFORMATION

Please indicate if this nomination is for yourself, or if you are nominating someone else.

☒ Self nomination
☐ Nominate someone else

[Next](#) [Cancel](#)

* To view your previous nominations, please click the link below to proceed.

[Manage My Nominations](#)

Nominating Yourself

- For a self-nomination, **your** contact information will display on the screen and can be edited, if necessary.

Home > About Us > Awards > Award Nomination

Champion of Nursing Award | Status: Draft

Nominee Information

Nomination Information

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NOMINEE DETAILS

Contact Information

Loree Woo

8515 Georgia Ave Ste 400

Silver Spring, MD 20910-3492

[Edit](#)

Email loree.woo@ana.org

[Edit](#)

[Update Name or Credentials](#)

Bachelor's Degree

[Edit](#) | [Delete](#)

Program Type: Under-Graduate

Start Date:

End Date:

School Name: TEST

Comments:

[Add New Educational Background](#)

[Save as Draft](#) [Next](#) [Cancel](#)



- Click “Next” to continue with the nomination or click “Save as Draft” if you would like to continue the nomination later.

Nominating Someone Else

- Enter the nominee’s email address.
- Click “Check”.

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NOMINEE DETAILS

Enter the email address of the person you would like to nominate.
We will check our records so we can save your time if you have interacted with us before.

Email Address:

Check

Do not know email address

Next

Cancel

* To view your previous nominations, please click the link below to proceed.

[Manage My Nominations](#)

If the nominee’s email address matches a record in ANA’s database, a name, company (if available), and location will appear under “Search Results”.



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NOMINEE DETAILS

Enter the email address of the person you would like to nominate.
We will check our records so we can save your time if you have interacted with us before.

Email Address:

Check

Do not know email address

Search Results for "cheryl.peterson@ana.org"

Select	Name	Company	Location
☐	Peterson, Cheryl		Silver Spring, MD
☐	None of the Above		

Next

Cancel

* To view your previous nominations, please click the link below to proceed.

[Manage My Nominations](#)

- Click “Select” under “Search Results” to validate that the record displayed is the individual being nominated.
- Click “Next” to continue with the nomination.
- Skip to page 9 of this tutorial for instructions on how to proceed.

If the nominee’s email address does not match a record in ANA’s database, you will receive a message at the bottom of the screen that the email address is not in the system. If the nominee has multiple email addresses, you can check a different email address.



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NOMINEE DETAILS

Enter the email address of the person you would like to nominate.
We will check our records so we can save your time if you have interacted with us before.

Email Address:

Check

Search Results for "jane.smith@example.com"

We did not find a match to this email in the system. Would you like to add details about this nominee?

Add Nominee Details

Next [Cancel](#)

* To view your previous nominations, please click the link below to proceed.

[Manage My Nominations](#)

If you are not able to find a match, send the following information to leader@ana.org: nominee's name, email address, and mailing address (if known); and the name of the award. Staff will attempt to validate the nominee's information and inform you of the outcome.

If the nominee is found but, you receive an error message that the nominee must be an ANA C/SNA member and the nominee is not eligible for nomination, contact leader@ana.org with the same information as above to verify the nominee's membership status (as the nominee may have multiple email addresses in the system).



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Distinguished Direct Patient Care Award

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Error: This nominee does not meet ANA membership eligibility requirements and, therefore, is not eligible for nomination.

NOMINEE DETAILS

Enter the email address of the person you would like to nominate.
We will check our records so we can save your time if you have interacted with us before.

Email Address:

Check Do not know email address

Search Results for "lore.woo@ana.org"

Select	Name	Company	Location
☒	Woo, Loree		Silver Spring, MD
☐	None of the Above		

Next [Cancel](#)

NOTE:

1. For the Champion of Nursing Award, individual and organizational nominees may not be housed in ANA's database as nominees are not members of the nursing profession. If an email address cannot be found:
 - a. Click "Do not know email address"
 - b. Click "Add Nominee Details"
 - c. Click "Next"



Home > About Us > Awards > Award Nomination

Distinguished Direct Patient Care Award

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NOMINEE DETAILS

Enter the email address of the person you would like to nominate.
We will check our records so we can save your time if you have interacted with us before.

Email Address:

Check

Do not know email address

Search Results for "jane@example.com"
We did not find a match to this email in the system. Would you like to add details about this nominee?

Add Nominee Details

Next

Cancel

* To view your previous nominations, please click the link below to proceed.

[Manage My Nominations](#)

2. For the Mary Mahoney Award, a nominee may be an individual registered nurse or group of individual registered nurses. For both an individual nomination and a group nomination, all nominees must be ANA C/SNA members.

- a. For a group nomination, please contact leader@ana.org before proceeding with “Add Nominee Details” so that the membership of all individual registered nurses included in group nomination can be verified.

If “Do not know email address” was selected, you will be required to complete the following fields.



Home > About Us > Awards > Award Nomination

Distinguished Direct Patient Care Award

Nominee Information **Nomination Information** **Attachments** **Nomination Preview**

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NOMINEE DETAILS

Enter the email address of the person you would like to nominate.
We will check our records so we can save your time if you have interacted with us before.

Email Address:

Check **Do not know email address**

Nominee Details

* *Required*

Email Location:

Email:

First Name:

* Last Name:

* Address Type (Primary)

* Country: [Change](#)

* Address Line 1:

Address Line 2:

Address Line 3:

* City:

* State:

* Zip Code:

Phone Location:

Phone Number: EXT

Next **Cancel**

* To view your previous nominations, please click the link below to proceed.

[Manage My Nominations](#)

Step 4: Nominations Information – Questions

- Complete each question, being mindful of the character count to the right of each text box. Click on the two lines on the bottom right-hand corner of the text box and drag to enlarge the box.



- Click “Next” to continue with the nomination or click “Save as Draft” if you would like to continue with the nomination later.
- Log out or close browser.
- See page 14 for information on how to access the draft nomination.

NOMINEE INFORMATION

Please complete the following submission information:

** Required*

Qualifications

** Describe how the nominee's contributions and commitment to personal leadership development led to the advancement of professional staff nurses.*

3000

** Describe how the nominee's contributions and commitment to personal leadership improved the quality of direct patient care.*

3000

** Describe how peers have recognized the nominee for demonstrating professional behavior in the provision of direct patient care.*

3000

** Is the nominee a Staff Nurse?*

☐ Yes

☐ No

Save as Draft

Next

Cancel



Step 5: Upload Attachments

- Upload the nominee's current resume or curriculum vitae (required).
 - If the nominee is deceased, include as much information as possible on the nominee's education, work experience, and professional accomplishments, along with a note that a resume or CV is not available.
- Upload a professional headshot, biography, letters of support, and/or print validations. (Supporting documentation varies by award).

See the [National Awards Program Guide](#) for the supporting documentation requirements for each award.

Home > About Us > Awards > Award Nomination

Distinguished Direct Patient Care Award | Status: Draft

Nominee Information | Nomination Information | **Attachments** | Nomination Preview

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ATTACHMENTS

Please upload the following documents:

File Type	Quantity	File Name
* Résumé/CV Upload the nominee's most recent résumé or CV.	1	Example Document.docx Remove
Letters of Support Up to three letters of support and up to two print validations.	3	Choose File No file chosen
Print Validation Up to three letters of support and up to two print validations (e.g., articles published in professional journals, books, newspaper articles on nominees) of a nominee's achievements and contributions may be submitted.	2	Choose File No file chosen
Biography Upload a brief biography of the nominee.	1	Choose File No file chosen
Photograph Upload a hi-resolution (300 dpi or higher) photograph of the nominee (if available).	1	Choose File No file chosen

[Previous](#) [Save as Draft](#) [Next](#) [Cancel](#)

* To view your previous nominations, please click the link below to proceed.

[Manage My Nominations](#)



Step 6: Nominations Preview

- Preview the nomination before clicking “Submit Final”.

PREVIEW AND FINAL STEPS

[Print Friendly View](#)

You have reached the final step of the award nomination process.
Your nomination information can be reviewed below.
To complete the nomination please select an option from the choices below.
Upon submission, the nomination will no longer be editable and it will be moved to the reviewing stage.

CONTACT INFORMATION

Nominee

MS Cheryl Peterson, MSN, RN
Ana
Silver Spring, MD 20910-3492

CONTENT & MATERIALS

[Edit](#)

** Required*

Qualifications

** Describe how the nominee's contributions and commitment to personal leadership development led to the advancement of professional staff nurses.*
Test

** Describe how the nominee's contributions and commitment to personal leadership improved the quality of direct patient care.*
Test

** Describe how peers have recognized the nominee for demonstrating professional behavior in the provision of direct patient care.*
Test

** Is the nominee a Staff Nurse?*
Yes

UPLOADED ATTACHMENTS

[Edit](#)

** Required*

File Type	Quantity	File Name
* Résumé/CV	1	Example Document.docx
Letters of Support	3	Letter of Support1.docx Letter of Support2.docx
Print Validation	2	Print Validation1.docx Print Validation2.docx
Biography	1	Biography.docx
Photograph	1	Photograph.png

[Previous](#) [Save as Draft](#) [Submit Final](#)

** To view your previous nominations, please click the link below to proceed.*

[Manage My Nominations](#)



Step 7: Confirmation and Submitting Another Nomination

After clicking “Submit Final”:

- A confirmation will be sent to your email address and
- A pop-up window will appear to:
 - Inform you that award nominations may be accessed from “My Awards”
 - Ask if you would like to submit another nomination.
 - Click “Yes” to be directed to the list of awards.
 - Click “No” to log out.

The screenshot shows the American Nurses Association website. The top navigation bar includes the logo, 'Welcome, Loree Woo', 'My Account', and 'Logout'. The main content area is titled 'MY AWARDS NOMINATIONS' and includes a breadcrumb trail: 'Home > About Us > ANA Awards > My Nominations'. Below this, there's a section for 'NOMINATIONS' with radio buttons for 'Open Nominations' (selected), 'Closed Nominations', and 'All'. A table displays two nominations for 'Peterson, Cheryl': 'Advocacy Award' (submitted 8/28/2025) and 'Distinguished Direct Patient Care Award' (submitted 8/27/2025). A pop-up window titled 'Next Steps' is overlaid on the table, containing the text: 'Your nomination has been submitted. You can access it from My Awards at any time.' and 'Would you like to submit another nomination?' with 'Yes', 'No', and 'Cancel' buttons.



Step 8: My Awards

The “My Awards Nominations” page displays a list of your nominations, both those in draft form and those that have been submitted. You must be logged in to access. When you have submitted an award nomination this will appear.

- Draft nominations may be edited or deleted.
- Submitted nominations may only be viewed.

Home > About Us > ANA Awards > My Nominations

MY AWARDS NOMINATIONS

[My Awards Activities](#) ▼

NOMINATIONS

☒ Open Nominations ☐ Closed Nominations ☐ All

Displaying 2 of 2

Nominee ▲	Award	Submitted	Status	Actions
Bickford, Carol	Leadership in Ethics Award	8/28/2025	Submitted	View
Peterson, Cheryl	Distinguished Direct Patient Care Award	8/27/2025	Submitted	View

Displaying 2 of 2

To access your draft and submitted nominations click “My Awards Activities” and then click “My Awards Nominations” from the main awards page.

American Nurses Enterprise

Welcome, Loree Woo My Account Logout

Home > About Us > ANA Awards

ABOUT US

- ANA National Awards
- Advocacy Award
- ANA Hall of Fame
- Champion of Nursing Award
- Distinguished Direct Patient Care Award
- Early Career Nurse Leader Award

ANA National Awards

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- My Awards Nominations
- My Assigned Awards
- Reviews



For any questions regarding the nomination process, please contact leader@ana.org.