

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## How do you like to be recognized?

Recognition matters. By filling out this form, and providing information about your recognition preferences, your manager will be able to recognize you in the way you wish to be recognized. Completion of this form is optional; please share whatever information you feel comfortable with.

### ***15 Minutes of Fame!***

**I prefer to be recognized:**

- Publicly
- Privately
- No preference

**I prefer to be recognized:**

- As an individual
- As a member of a team
- No preference

**I most appreciate recognition when given by:**

- Peers
- Patients/ clients
- Staff reporting to me
- My manager or director
- Leadership Enabling Team
- No Preference

**I most appreciated being recognized:**

- Organizationally
- Within my department or team of co-workers
- No preference.

**I'd prefer to be:**

- Surprised by an award or an event at which I am recognized.
- Recognized in writing without any ceremony
- To be notified in advance that I will be recognized at an event or given an award
- No preference

**Usually I'd prefer to be recognized:**

- In a novel and exciting way
- In a quiet, dignified way
- In no nonsense way
- No preference

**Usually I'd prefer it to be presented through the use of:**

- Humorous examples
- Personal stories
- Historical data and facts
- A list of achievements
- No preference

### ***Favorites***

**What is your favorite?**

Snack: \_\_\_\_\_

Hobbies/pastimes: \_\_\_\_\_

Gift under \$20.00 \_\_\_\_\_

Restaurant/coffee shop: \_\_\_\_\_

Stores/shops: \_\_\_\_\_

Other ideas: \_\_\_\_\_

**Please check the items below that you would most enjoy:**

- personal thank you note
- greeting card
- gift certificate
- lunch with manager or director
- professional development opportunity
- certificate or plaque
- tickets to an event
- flowers
- food
- small gift for me
- gift for my family
- other-please specify below:

\_\_\_\_\_  
\_\_\_\_\_