



APPLICATION FOR THE DESIGNATION OF FELLOW IN INSURANCE DATA MANAGEMENT

This is a self-nominating process. The applicant must submit the application form with the appropriate support to the IDMA team at info@idma.org. FIDM applications will be reviewed and submitted to the Executive Committee for further review and selection.

Criteria upon which the Fellow in Insurance Data Management (FIDM) will be determined:

- At least ten (10) years experience in the field of data management and data quality assurance.
- At least three (3) years of active membership in IDMA
- Active participation in the professional and business affairs of IDMA

A. Professional

1. Participation in IDMA conferences and events
2. Participation in other conferences and events
3. Professional presentations
4. Contribution to materials published by IDMA
5. Editorial duties
6. Other

B. Business

1. Duties as an officer
 2. Committees and work groups
- Active participation in the professional and business affairs of other industry associations (same categories as above)
 - AIDM or CIDM certification, equivalent certification from an associated professional association, or equivalent professional experience
 - A Fellow shall have made a meritorious contribution to the field of data management and data quality assurance in one or more of the following areas: (While it is assumed that all members have made a contribution through their employment and years of service, **meritorious** contribution is essential.)
 1. Contributions to the development of the profession of data management and quality assurance.
 2. Advocacy for the profession of data management and quality assurance.
 3. Contributions to the field of data management and quality assurance through:
 - Academic achievement (education, teaching, etc.,)
 - Research (grants, projects, etc.)
 - Publications
 - Presentations of professional papers
 - Participation in industry organizations
 - Active mentoring of other Data Managers
 - Holds (or has held) a position of significant authority in Data Management and Data Quality Assurance or in a related discipline within the insurance industry
 - Is known to conduct professional affairs in an ethical manner
 - The fellowship designation must be supported by at least three recommendations, with at least one being an IDMA member actively involved in IDMA affairs.



Application for Fellow in Insurance Data Management (FIDM)

Full Name: _____

Title: _____

Function: _____

Organization: _____

Address (indicate whether home or business) _____

Street: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-Mail: _____

Please list your academic degrees:

Undergraduate _____

Year earned: _____ College/University _____

Graduate _____

Year earned: _____ College/University _____

Please list your professional designations, NOT abbreviated:

Designation: _____ Year earned: _____ Awarded by: _____

Designation: _____ Year earned: _____ Awarded by: _____

Designation: _____ Year earned: _____ Awarded by: _____

If you need more space, you are welcome to attach another sheet with degrees and/or designations, year earned, and awarding institution or organization listed.

Fellowship status will be awarded based on the applicant's presentation of supporting documentation for each criteria specified. **Please use an original Fellowship Application.** Use additional attachments if necessary.



I. Fellows shall have at least ten (10) years of experience in data management and data quality assurance.

Please attach your current resume.

II. Fellows shall have at least five (5) years of active membership in IDMA

When did you join IDMA? _____

When did you become actively involved? _____

Committee Memberships: Education _____ Executive _____

Other committee memberships: _____

Other IDMA activities: _____
(Attach another page if more space is required)

III. Fellows shall have participated in the professional and business affairs of the IDMA.

A. Professional: (For each of the following categories list your contributions and specify the dates accordingly. Provide detail necessary to fully consider your contribution. Attach additional pages if necessary.)

1. Participated in IDMA Conferences and Events
2. Participated in other Conferences and Events
3. Developed professional presentations
4. Contributed to materials published by IDMA.
5. Editorial duties
6. Other

B. Business:

1. Duties as an officer.
2. Committees and Work Groups.

IV. Fellows shall have participated in the professional and business affairs of other industry Associations.

A. Professional: (For each of the following categories list your contributions and specify the organization and dates accordingly. Provide detail necessary to fully consider your contribution. Attach additional pages if necessary.)

1. Participated in Conferences and Events
2. Developed professional presentations.
3. Contributed to published materials.
4. Editorial duties.
5. Other

B. Business:

1. Duties as an officer.
2. Committees and Work Groups.



V. Fellows shall have made a meritorious contribution to the field of insurance data management in one or more of the following areas. While it is assumed all members have made a contribution through their employment and years of service, emphasis by the applicant on *meritorious contribution* is essential. Therefore, delineate why you feel your contribution is meritorious. Here we outline activities you may have engaged in which you should describe and explain. We acknowledge that this list is not comprehensive; on the other hand, we accept that you may not have addressed all of them in your career. Please explain all that pertain.

- A. Contributions to the development of the profession of data management and data quality assurance.
- B. Advocacy for the profession of data management and data quality assurance
- C. Contribution to the field of data management and data quality assurance through:
 - 1. Academic Achievement (education, teaching, etc.).
 - 2. Research (grants, projects, etc.).
 - 3. Publications (date, title, authors, publication).
 - 4. Presentation of Professional Papers (Title, Conference, Date).
 - 5. Participation in industry organizations.
 - 6. Active mentoring of other data managers

VI. The application requires three (3) letters of reference, at least one of which must be from an IDMA member. These letters of reference should be letters of support from persons who can speak to the applicant's meritorious contribution to data management and data quality assurance and who can attest to the applicant's professional ethical practice.

List below the three (3) persons from whom you have requested letters of recommendation:

Name _____
Organization _____
Title _____
Phone _____
Email _____

Name _____
Organization _____
Title _____
Phone _____
Email _____

Name _____
Organization _____
Title _____
Phone _____
Email _____

Signature of Applicant _____ Date _____



Letter of Recommendation

Candidate for Designation as a Fellow of the Insurance Data Management Association

Name of Candidate _____

Your Name _____

Your title and function: _____

Your professional designation(s) and/or affiliation(s) _____

Your company/organization: _____

Your Address: _____

Your Phone: _____ Your Email: _____

The applicant has requested your support in their application for designation as a Fellow of the Insurance Data Management Association. Please answer the following questions. Attach any additional material you think relevant to the decision for designation as a Fellow. ALL INFORMATION PROVIDED WILL BE HELD AS STRICTLY CONFIDENTIAL and will only be used for the purpose of evaluating this application.

1. How long have you known the applicant? _____ Years
2. In what capacity?
Business _____ Personal _____ Manager _____ Peer _____
3. Would you characterize the applicant's contribution to data management and data quality assurance as meritorious? If yes, please describe below.

4. Are you aware of the applicant's involvement in IDMA? How would you characterize that involvement? Is the applicant's contribution meritorious?
5. Do you regard this applicant's business methods and conduct as being ethical?
6. Other Comments

7. Do you recommend them for the designation of Fellow? Yes ___ No ___

Your signature _____ Date _____

Please return application information to info@idma.org.