

Recognizing Outstanding Service Excellence



Janice Hohnstein
Family Medicine

Elizabeth Steiner from Family Medicine submitted the following nomination...

The Department of Family Medicine's Research Program has grown dramatically over the past five years, and Janice is a key part of that growth. Janice is the person responsible for every technical aspect of making sure that grants go in properly. She helps with budgets; fills out and circulates the PPQ's (Proposed Project Questionnaires); communicates with Research Grants & Contracts to make sure they have everything they need to actually submit the grant to the funding agency; collates every piece of every grant into one well-organized, coherent documents; and generally holds the researcher's hands as we walk through the process. Once grants are funded, she's also the person who helps make sure progress reports get submitted, budgets stay in line, etc, etc. In early June, HRSA (a federal agency) put out an RFA that resulted in four grants being written and submitted from our department on a very tight timeline (5 weeks), at the same time that she had three other grants going in. I was the Principal Investigator on one of the HRSA grants. Through it all, Janice maintained her usual calm, unflappable demeanor. When I interacted with her, it was as if mine was the only project she was working on. I had her undivided attention, and her responsiveness was extraordinary. Janice's grace, excellence at her work, service orientation, and commitment to our department really exemplify service excellence. Without her, our research program would not be thriving in the same way. We couldn't sustain the level of growth that we've experienced, nor would we have such a strong financial base for our research endeavors. She is truly a pleasure to work with, and I am so fortunate to have her as a colleague. I just can't say enough good about her. Oh, and she's going to say she's just doing her job. She's one of the most unassuming people I know as well!

August 2011

