

# Tasmanian Branch Meritorious Service Award

## Terms of Reference



Tasmanian Branch

### Description

The Tasmanian Branch Meritorious Service Award is awarded annually, to acknowledge outstanding contribution to the function of the RANZCP or the practice of psychiatry in a clinical, academic or administrative capacity.

### Background

The award is intended to recognise the achievements of 'unsung heroes', i.e. those psychiatrists who have made significant contributions without having received formal acknowledgement or accolades in the usual course of their work. The award is also intended to acknowledge the achievements of those who have 'gone above and beyond' the duties of their job, having made important contributions to psychiatry (often unpaid or voluntary) that go outside their job description. The award selection panel will give nominees who fit these descriptions special consideration.

### Form of Award

The Tasmanian Branch Meritorious Service Award comprises a A\$500 voucher plus an engraved plaque.

Presentation of the award will take place at either the Tasmania Branch conference, or if there is no conference for a particular year, at an end of year dinner event of the Tasmanian Branch, by the Chair of the Tasmanian Branch Committee.

### Criteria

This award is usually given to a Fellow of the College in Tasmania, but in some circumstances the award may be presented to an agency or individual who is not a College member who has contributed to the improvement of mental health in Tasmania.

This distinguished service can be in any area (or more than one area) of psychiatric practice, such as:

- clinical care of patients in private and/or public practice
- teaching and/or training of medical students, registrars or other mental health clinicians
- mentoring of junior colleagues
- participation in College activities, such as examinations, Branch Committee roles or administrative roles for the College
- research in psychiatry
- administrative roles within mental health
- advocacy for consumers and carers within the mental health system
- activities that enhance the public image of psychiatry or improve public understanding of mental illness.

## Nomination Process

1. Call for nominations for the award will be advertised in the March/April edition of the local Tasmanian Branch e-bulletin. This will be repeated in the May/June edition of the same year.
2. The Tasmanian Branch Meritorious Service Award is given by nomination only. Nominations may be made by any member of the RANZCP, and must set out the reasons for the nomination. Nominations must be in writing to: [ranzcp.tas@ranzcp.org](mailto:ranzcp.tas@ranzcp.org).
3. The closing date for submissions will be COB the last Friday in June.
4. Once all submissions have been collated as of COB the last Friday in June, a meeting of the awards selection panel, consisting of three Members, either active or immediate-past, of the Tasmanian Branch Committee, will be arranged approximately 2 weeks after the deadline.

## Selection Process

1. This award will be awarded to a maximum of ONE Fellow each year, unless there are exceptional circumstances, in which it may be awarded to an agency or individual who is not a College member who has contributed to the improvement of mental health in the Tasmania.
2. Nominees who do not receive the award in any year may be renominated subsequently, but any Fellow can only receive the Meritorious Service Award on one occasion.
3. A call for nominations will be made from all Tasmanian Members via the e-bulletin and email. Three members, either active or immediate-past, of the Tasmanian Branch Committee will form the selection panel. The selection panel will consider the written information provided but can seek further information from other sources if desired. The selection panel is appointed annually by the Tasmanian Branch Committee.
4. The selection panel will recommend the ONE nominee to the Tasmanian Branch Committee who they believe best meets the criteria for the award, as set out in the criteria.
5. The Tasmanian Branch Committee will consider ratifying this recommendation, by process of a vote of the whole committee.
6. The list of nominations will not be published.
7. There is no appeal process.

## Revision Record

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<b>Contact:</b>	Branch Coordinator, Tasmania Branch		
Date	Version	Approver	Description
18 March 2023	1.0	B2023/2 R14	New document.