

# AWARDS AND HONOURS GUIDELINES

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## **1. NOMINATION PROCEDURE**

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Any member of the College may nominate another member for a College honour by completing the relevant nomination form setting out detailed reasons in support of the nomination, along with relevant supporting documentation, including a CV. Nomination forms should be submitted to the College's Member Engagement and Services Unit, prior to the nomination closing date.

The closing date for nominations will be promoted through various College communication channels, including e-newsletters, the College website and Inside News, and shall be in or around April of each year.

It is important that nominators familiarise themselves with the College's Awards and Prizes Terms and Conditions prior to submitting a nomination.

## **2. NOMINATION ENDORSEMENT**

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Nominations are invited each year, but an honour will only be awarded if suitable nominations are received.

College honour recipients are determined by the Awards Committee and the College Board.

The Awards Committee meets each year by videoconference to consider all College Honour nominations for that year and submit a list of recommended recipients to the Board for endorsement. The Board's decision is final.

The Awards Committee comprises:

- The College President
- The immediate Past-President
- The Dean of the Faculty of Clinical Radiology
- The Dean of the Faculty of Radiation Oncology

With the exception of the President and immediate Past President all Committee Members will serve a term on the Committee in line with the term of office for their role as Dean of the Faculty of Clinical Radiology or Radiation Oncology.

If one of the Awards Committee is unavailable the President may nominate an alternative committee member, who is a Past President, President Elect, Board Member or another appropriate member.

Where a member of the Awards Committee wishes to submit a nomination for consideration, that nomination must be submitted in accordance with the nomination process. The Committee member may not participate in the discussion of that nomination, due to conflict of interest.

### **2.1 Gold Medal Standing Committee**

Gold Medal nominations are reviewed by the Gold Medal Standing Committee, which comprises the members of the Awards Committee supplemented by a senior Fellow in clinical radiology, a senior Fellow in radiation oncology and a senior Fellow from New Zealand. All members of the Gold Medal Standing Committee must have previously held a leadership position within the College.

Where the Gold Medal Standing Committee determines that the granting of a Gold Medal is justified, it shall make an appropriate recommendation to the Board.

### **3. NOTIFICATION**

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Once a successful nomination has been determined, the College will formally notify the successful recipient, nominator and referees.

### **4. PRESENTATION AND ANNOUNCEMENT**

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All College Honour recipients will be invited to attend the College's Annual Ceremony at the Annual Scientific Meeting, where they will be presented with their award.

Following the Annual Ceremony, the recipients will be added to the College Award and Honour Roll, which is published on the College website, and funders of the honours will be informed of the recipients, where relevant.

### **5. CONFIDENTIALITY**

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Nominations are confidential and under no circumstances should the nominee be contacted for information pertaining to their nomination.

## 6. GOLD MEDAL

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### 6.1 Purpose

The Gold Medal may be awarded to a Fellow of the College who has consistently upheld the values of the College and has rendered outstanding contributions to clinical radiology or radiation oncology through research, administration, service to the College or scientific advancement.

The award shall be made on the recommendation of the Gold Medal Standing Committee and in accordance with guidelines determined by the Board of Directors. This honour is only awarded on rare occasions for exceptional contributions. No more than one medal is awarded in a single year.

The award shall not be given to any Fellow who has been the recipient of the Roentgen Medal within the previous five years.

### 6.2 The Award

The Award is in the form of a Gold Medal, engraved appropriately, with an accompanying certificate.

The Gold Medal recipient will also be entitled to Life Membership when they turn 65.

### 6.3 Criteria for Appointment

The Medal may be awarded for outstanding performance in the following fields:

- a) **The performance of innovative and original research** in a technical or clinical sense including work that has led to significant advances in the sciences of radiology or radiation oncology particularly where, as a result, the recipient has achieved international repute.
- b) **Outstanding work of an administrative nature** over a long period of time that has resulted in further development of facilities for education and research and, as a consequence, has been responsible for substantially raising the standard of teaching and practice in one or other of the sciences mentioned.
- c) **Prolonged and exceptional service to the College** over many years, of a more or less continuous nature, and including the holding of one or more of the high offices of the College, where the contribution has resulted in improvements in the reputation and function of the College.
- d) **Contributions** that have influenced to a marked degree the development of the sciences of radiology or radiation oncology.
- e) **Work service or contributions in other exceptional circumstances** as may be determined by the Board.

The nominator must provide evidence or substantiation by means of the following:

- Advice of how the nominee's work has changed and improved clinical practices
- Specific examples of:
  - Initiatives, changes and improvements to training curricula and/or process
  - other support provided to trainees
- College office bearer and other committee member positions held by the nominee and any other volunteer positions held in organisations affiliated or associated with the College, including specific examples of initiatives that have resulted in improvements to the reputation and/or function of the College
- National and international awards from other bodies
- List of top 20 published articles
- Positions held or awarded by other organisations or institutions.

The Gold Medal award should ordinarily be made before the end of the recipient's fully active professional life, but retired Fellows within five years post-retirement may be nominated.

Note: A Fellow who has previously received the Roentgen Medal and is nominated for a Gold Medal has already satisfied the criteria of category (c) within the Gold Medal guidelines; therefore, such a nomination is to be considered under categories (a), (b), (d) or (e). A Gold Medal nomination must be supported by a nominator and four referees, who must all be members of the College.

## **7. ROENTGEN MEDAL**

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### **7.1 Purpose**

The Roentgen Medal shall be awarded to Fellows of the College who have made a very valuable contribution to the affairs of the College over a significant period, and who consistently upholds the values of the College.

No more than two medals are awarded in a single year.

The award shall not be given to any Fellow who has been the recipient of the Gold Medal within the previous five years.

### **7.2 The Award**

The Award is in the form of a medal, engraved appropriately, with an accompanying certificate.

The Roentgen Medal recipient will also be entitled to Life Membership when they turn 65.

### **7.3 Criteria for Appointment**

The Roentgen Medal should be the primary medal awarded by the College to Fellows to recognise very valuable service to the College over a substantial period of time. It is suggested that very valuable service be over at least 10 years and include one or more of the following roles:

- a) Senior Office Bearer (President or Dean)
- b) Member of College Board of Directors (formerly known as College Council) and served at least two terms.
- c) Member of a Faculty Council for Clinical Radiology or Radiation Oncology (former Faculty of Radiation Oncology Board) and served at least two terms.
- d) Chair or Convener of College Committee (at federal level) for at least five years
- e) Chair or Secretary of a Branch Committee for at least five years
- f) Significant contribution to teaching trainees, e.g. as a Branch Education Officer or Director of Training for at least five years
- g) Accreditation Officer position for at least five years
- h) Significant contribution as a College examiner or similar roles for at least five years.

The nominator must provide evidence or substantiation by means of the following:

- College office bearer and other committee member positions held by the nominee and any other volunteer positions held in organisations affiliated or associated with the College
- Specific examples of:
  - Initiatives, changes and improvements to training curricula and/or process
  - other support provided to trainees
- Advice of how the nominee's work has changed and improved clinical practices
- Examples of initiatives or changes that have resulted in improvements to the reputation and/or function of the College
- Positions held or awarded by other organisations or institutions on a benefactory basis
- National and international awards from other bodies.

A Roentgen Medal nomination must be supported by a nominator and four referees, who must all be members of the College.



## **8. HONORARY FELLOWSHIP**

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### **8.1 Purpose**

The Board may honour a person who has made significant contributions to the clinical radiology or radiation oncology specialties or allied health sciences through original research, scientific advancement, or special voluntary services in the interests of the College over a significant period, by admitting them as an Honorary Fellow of the College.

### **8.2 The Award**

The Award is a College Honorary Fellowship certificate.

### **8.3 Criteria for Appointment**

Honorary Fellowship may be awarded for significant contributions to the reputation and function of the College, the clinical radiology or radiation oncology specialties, or allied sciences, in one or more of the following categories:

- a) original research, scientific advancement or other means as deemed appropriate by the Board
- b) significant contribution to the College through volunteer services for at least six years
- c) significant voluntary contribution to the teaching of College trainees during their career, for at least six years.

The nominator must provide evidence or substantiation by means of one or more of the following:

- Advice of how the nominee's work has changed and improved clinical practices
- Specific examples of:
  - initiatives, changes and improvements to training curricula and/or process
  - other support provided to trainees
  - initiatives or changes that have resulted in improvements to reputation and function of the College
- National and international awards from other bodies
- List of top 20 published articles, and details of their impact.

Those who have contributed to the work of the College as a consumer representative should be considered for nomination for the Sally Crossing Award for Consumer Advocacy.

An Honorary Fellowship nomination must be supported by a nominator and two referees, who must all be members of the College.

## **9. LIFE MEMBERSHIP**

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### **9.1 Purpose**

A Fellow may be elected as a Life Member if, in the opinion of the Board, that Fellow's outstanding work in their profession or any other reason as the Board may determine warrants their election as a Life Member.

### **9.2 The Award**

The Award is a College Life Membership certificate and the benefits and rights of a Life Member

### **9.3 Criteria for Appointment**

Fellows over the age of 65 years can be nominated for Life Membership by any member. In an attempt to ensure that no worthy individual is overlooked for such a nomination, each year the College provides Branch Committees with a list of Branch Members who are 65 years of age or more at the start of the year in question.

It is emphasised that Life Membership should be awarded only to those Fellows who have consistently upheld the values of the College and who have made a significant contribution to clinical radiology, radiation oncology and/or the College above and beyond a long and successful career, as it is expected that the latter would apply to the majority of College Fellows.

The Life Membership may be awarded in one or more of the following categories:

- a) prolonged and exceptional service during their career
- b) outstanding work of an administrative nature over a long period of time
- c) demonstrated and made special services through the following:
  - i. upheld a significant volunteer position or provided a service by way of voluntary work for the College
  - ii. significantly contributed to the teaching of College trainees during their career
- d) benefactions that have influenced to a marked degree the development of clinical radiology or radiation oncology.

The nominator must provide evidence or substantiation by means of one or more of the following:

- College office bearer and other committee member positions held by the nominee and any other volunteer positions held in organisations affiliated or associated with the College
- Advice of how the nominee's work has changed and improved clinical practices and administrative practices
- Specific examples of:
  - initiatives, changes and improvements to training curricula and/or process
  - other support provided to trainees
  - initiatives or changes that have resulted in improvements to reputation and function of the College
- National and international award from other bodies
- Positions held or awarded by other organisations or institutions on a benefactory basis.

A Life Membership nomination must be supported by a nominator and two referees, who must all be members of the College.

## **10. DENISE LONERGAN EDUCATIONAL SERVICE AWARD**

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### **10.1 Purpose**

This award was developed to acknowledge an outstanding level of commitment, participation and leadership in the area of training and education in radiation oncology over an extended period of time. In particular, it is intended to recognise a Fellow who has made ongoing significant contributions well over and above a standard expected by all training institutions in the specialty. It is awarded to someone who does not have responsibilities attributable to their elected office or committee position in an educational role.

### **10.2 The Award**

The Award is in the form of a commemorative plaque, engraved appropriately, with an accompanying certificate and AU\$1,000 prize funded by the family of the late Dr Denise Lonergan.

A maximum of one award is presented each year.

### **10.3 Eligibility**

Fellows and Educational Affiliates in radiation oncology are eligible for this award.

Elected members of the Awards Committee, or members who have occupied senior College positions such as the Chief Censor, the Chief Accreditation Officer or the Dean are not eligible for nomination.

### **10.4 Criteria for Appointment**

The Denise Lonergan Educational Service Award recognises exceptional contributions by the recipient to educational activities in relation to training, assessment and pastoral care to trainees above and beyond their expected educational role, and in line with the College's values. The award shall not be given to any Fellow who has been the recipient of the Roentgen Medal or Gold Medal.

It is suggested that eligible candidates would be those who have served the College as:

- Clinical Supervisors / Directors of Training
- Training Network Directors
- Assessors / Examiners

A Denise Lonergan Educational Service Award nomination must be supported by a nominator and two referees, who must all be members of the College.

## **11. CLINICAL RADIOLOGY EDUCATIONAL SERVICE AWARD**

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### **11.1 Purpose**

This award was developed to acknowledge an outstanding level of commitment, participation and leadership in the area of training and education in clinical radiology over an extended period of time. In particular, it is intended to recognise a Fellow who has made ongoing significant contributions well over and above a standard expected by all training institutions in the specialty. It is awarded to someone who does not have responsibilities attributable to their elected office or committee position in an educational role.

### **11.2 The Award**

The Award is in the form of a commemorative plaque, engraved appropriately, with an accompanying certificate and AU\$1,000 funded by the Faculty of Clinical Radiology.

A maximum of one award is presented each year.

### **11.3 Eligibility**

Fellows and Educational Affiliates in clinical radiology are eligible for this award.

Elected members of the Awards Committee, or members who have occupied senior College positions such as the Chief Censor, the Chief Accreditation Officer or the Dean are not eligible for nomination.

### **11.4 Criteria for appointment**

The Clinical Radiology Educational Service Award recognises exceptional contributions by the recipient to educational activities in relation to training and assessment above and beyond their expected educational role, and in line with the College's values. The award shall not be given to any Fellow who has been the recipient of the Roentgen Medal or Gold Medal.

It is suggested that eligible candidates would be those who have served the College as:

- Clinical Supervisors / Directors of Training
- Training Network Directors
- Assessors / Examiners

A Clinical Radiology Educational Service Award nomination must be supported by a nominator and two referees, who must all be members of the College.

## **12. SALLY CROSSING AWARD FOR CONSUMER ADVOCACY**

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### **12.1 Purpose**

The Sally Crossing Award for Consumer Advocacy was developed to acknowledge an outstanding level of commitment, passion and respect for any consumer involved in health care advocacy, particularly in the areas of radiation oncology or clinical radiology.

The Sally Crossing Award for Consumer Advocacy is a prestigious honour, only awarded on rare occasions for exceptional and outstanding consumer contributions to radiation oncology, clinical radiology or related disciplines.

### **12.2 The Award**

The Award is in the form of a commemorative plaque, engraved appropriately, with an accompanying certificate.

### **12.3 Eligibility**

Any consumer involved in health care advocacy, particularly in the area of radiation oncology or clinical radiology, including (but not restricted to) those consumers involved in RANZCR's Board, Faculty Councils, committees and working groups.

### **12.4 Criteria for appointment**

The Award may be awarded to an individual who has achievements in one or more of the following categories:

- a) Raising the profile of clinical radiology and/or radiation oncology in the political arena
- b) Fostering networking and liaisons throughout the Australasian consumer community
- c) Assisting RANZCR in achieving its goals including, but not limited to, patient safety, quality of services, professional standards and training
- d) Continued dedication towards improving access to timely, high quality radiation oncology and/or clinical radiology services for the people of Australia and New Zealand.

The Sally Crossing Award for Consumer Advocacy should ordinarily be made towards the end of the recipient's active life as consumer advocate, in recognition of services rendered.

A Sally Crossing Award for Consumer Advocacy nomination must be supported by a nominator, who may be a member of the College or a member of a consumer organisation, and two referees, who must both be members of the College.

