

The SHPA Australian Clinical Pharmacy Award

The SHPA Australian Clinical Pharmacy Award (the Award) may be awarded by the Board of Directors annually to a member of the Society of Hospital Pharmacists of Australia (SHPA), in recognition of outstanding contributions in the area of clinical pharmacy practice.

1. THE AWARD

The Award shall be in the form of an inscribed plaque to be presented at the annual Medicines Management, SHPA National Conference.

2. NOMINATIONS

3. Nominations for the Award will be accepted from Branch Committees, Chairs of Specialty Practice Leadership Committees and a group of any five financial members of SHPA.

The SHPA Board of Directors shall call for nominations for the Award each year by advertising in eNews, *Pharmacy Growth, Research, Innovation and Training (Pharmacy GRIT)* or the *Journal of Pharmacy Practice and Research* and by notifying Branch Committees, Specialty Practice Leadership Committees and members. The **closing date for nominations is 30 June** each year.

Nominators must be members of SHPA, and must have a minimum of five years recent continuous membership with SHPA.

4. NOMINATION PROCESS

Nominations shall be submitted electronically or via post and shall address the selection criteria outlined below (see: **6. SELECTION CRITERIA**). All nominations shall include:

- a letter in support of the nomination;
- the signed approval of the nominee;
- a curriculum vitae (CV) of the nominee; and
- signed references from two referees addressing the selection criteria.

Branches, Specialty Practice Leadership Committees or nominating parties are to notify the SHPA Secretariat that they intend to send a nomination for the Award. Once received, the Secretariat will send confirmation of receipt of nomination. If confirmation is not received by one week after the grant closing date, then the Branch, Specialty Practice Leadership Committees or nominating party must contact the Secretariat to follow-up. Nominations are valid (without the need for additional applications) for the following periods of time:

Clinical Pharmacy – 2 years

And that each valid year the standing nominees are notified of their automatic re-nomination, where relevant.

All nomination documents to be sent by 30 June to:

awards@shpa.org.au

5. SELECTION PANEL

Nominations shall be considered by a selection panel chaired by the Federal President of the Society. The composition of the selection panel shall be:

- The Board;
- Chair of Specialty Practice Leadership Committee.

6. CONFLICT OF INTEREST

Selection panel members will be required to confirm acceptance to be on the selection panel and declare any conflict of interest. In the event of such conflict of interest, the Chair of the selection panel is authorised to select a substitute panel member.

7. SELECTION CRITERIA

In determining the recipient of the Award, the selection panel shall give consideration to the following criteria:

- outstanding contribution by an SHPA member in the field of clinical pharmacy practice. Such contribution may be made by academic achievement, professional leadership or national and international activity in clinical pharmacy, service to professional organisations (including SHPA), as well as other extra-mural activities;
- outstanding contribution to knowledge relating to clinical pharmacy practice or knowledge of therapeutics through research, clinical teaching, service on expert panels/committees, or publications in peer-reviewed pharmacy/medical/scientific journals.

If, in the opinion of the selection panel, no nomination of sufficient merit is received in a particular year, the panel may recommend that the Award not be made. The recommendation of the panel shall be communicated to the Board of Directors for ratification.

The Board of Directors shall have complete control of all matters pertaining to the conditions governing the Award and the selection of the recipient, and their decision on any matter shall be final.

8. VOTING

In the event that a member of the panel is nominated for the Award, they shall absent themselves from the panel, and may not participate in the voting process.

In the event that a member of the panel has made one of the nominations or is a referee for a nomination, they shall not participate in the voting (see: **5. CONFLICT OF INTEREST**).

In the event of a tied vote, the Chair of the selection panel shall have a casting vote.

In the event that only one nomination is received, the selection panel will be asked if they are satisfied the nominee has adequately met the award criteria and would be a worthy recipient of this award.

The recipient of the Award shall be ratified by the Board of Directors at the August Board meeting.

9. FORM OF THE AWARD

The Award symbolises the aims of team treatment, particularly of patients with multiple and/or difficult conditions where doctor, nurse and pharmacist combine to achieve the best outcome.

The design shows two hands, those of the doctor and nurse, underlying the patient. The sick patient is shown lacking a crucial element. There is a hand above the patient holding the symbolic treatment for the patient. The hand holding the crucial piece is that of the pharmacist.

10. PRESENTATION OF THE AWARD

The Award shall be presented at the annual Medicines Management, SHPA National Conference. Nominees for the Award will be announced and acknowledged for their achievements except where an award is not made. If the recipient is unable to attend, the Award shall be presented at an appropriate official SHPA event.

The recipient will be financially supported to attend the Medicines Management Conference to accept their award with free conference registration, airfares and accommodation.

The presentation of the Award shall be accompanied by the delivery of an oration by the recipient with subsequent publication of the oration in *Journal of Pharmacy Practice and Research*.

11. REVIEW OF THE AWARD

The terms and conditions of the Award shall be subject to review every four years, or at the discretion of the Federal Council of the Society.

Next Review date: December 2022