

**MEDICAL STAFFING INTERNATIONAL/ NZAOT**  
**OCCUPATIONAL THERAPY**  
**ACHIEVEMENT AWARD**

Guidelines

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# MEDICAL STAFFING INTERNATIONAL/ NZAOT

## OCCUPATIONAL THERAPY ACHIEVEMENT AWARD

### Guidelines for Selection of Award Recipient

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*The **Medical Staffing International/ NZAOT Occupational Therapy Achievement Award** seeks to recognize the development of an innovative model of service delivery that has demonstrated professional recognition and/or professional growth and/or institutional or agency service.*

### **Aims of the Award**

The Medical Staffing International / NZAOT Occupational Therapy Achievement Award is presented to:

1. Stimulate innovative approaches to service delivery by occupational therapists
2. Increase and diversify the profile of occupational therapy practice
3. Expose occupational therapists in New Zealand (and internationally) to innovation in service delivery and clinical practice
4. Provide role models for occupational therapists in New Zealand (and internationally)

### **Nature of the Award**

The recipient of the Medical Staffing International Occupational Therapy Achievement Award will receive a prize to the value of \$1,000 (plus GST) to be used for further education, conference attendance, and research or similar.

The award will be presented in the form of a certificate, which can be redeemed on application to NZAOT National Office within 12 months of receipt.

There is an expectation that the successful nominee will be interviewed and the article written up for OT Insight, NZAOT web site, Medical Staffing International website or other relevant media outlet. Recipient will have the opportunity to review before publication.

In addition, there is an expectation that the successful nominee be commissioned to do a formal write-up on the innovative model of service delivery in the OT Insight or the NZJOT (whichever is more appropriate).

## **Eligibility criteria**

To be eligible for nomination for the Medical Staffing International / NZAOT Occupational Therapy Achievement Award nominees must meet the following criteria:

1. Be a current full member of the New Zealand Association of Occupational Therapists
2. Hold a current annual practising certificate

## **Nomination process / Submission of nomination documentation**

- Nominees may be proposed by current full members of NZAOT. However self nominations are accepted.

*Nominees must submit the following to the selection panel:*

- Completed official nomination form. Nominations will only be accepted on the official nomination form. (Nomination Form – Appendix A).
- Copy of nominee's current annual practicing certificate.
- Portfolio of evidence that outlines the evidence that the nominee meets the selection criteria. (may include a curriculum vitae). Refer to the guidelines for evaluating portfolios on page 5.
- The nominees must include a plan outlining how they intend to spend the award of \$1000.

The nominee's curriculum vitae and/or portfolio of evidence will be returned to the nominee once the selection process is complete. Nominations will only be considered if all the required documentation has been received. Nominations must be submitted to the selection panel before the required date as published in the NZAOT magazine (Nomination Notice – Appendix B).

## **Selection panel**

Council will appoint a selection panel to review the nominations. The selection panel will then recommend to Council which nominee should receive the award.

The selection panel will consist of four members who will normally be the President, the Research and Development Portfolio Holder and a representative from each of the AUT and Otago Schools of Occupational Therapy.

## **Guidelines for evaluating portfolios**

The selection panel will normally make its recommendation on who should be the recipient of the award based on the written documentation submitted by the nominee. Nominees are, therefore, encouraged to submit a full and complete portfolio containing all supporting documentation that addresses each of the criteria for the award.

The selection panel will consider the evidence presented in the following areas:  
(Use Evaluation Checklist – Appendix C).

- 1) Evidence of initiating or assisting in the development of an innovative model of service delivery (applicants are to present only one innovation for consideration by the panel) \*\*
- 2) Evidence that through the use of a unique model of service delivery the profile of occupational therapy has been increased or diversified.
- 3) Evidence that the model has proven to be effective or efficient for service delivery
- 4) Evidence that the innovative model has been implemented within the last 5 years
- 5) Evidence of promotion, development and progression of OT services within practice through the innovative model
- 6) The innovation clearly falls within the NZAOT definition of occupational therapy
- 7) The innovation is an exemplar of evidence based practice (rigorous reflective process, extensive client feedback, extensive and well integrated literature search, or based on research (refer to NZAOT position statement on evidence based practice)
- 8) Efforts undertaken to disseminate innovation to others in practice

\*\* An innovation is defined as the establishment of new areas of practice, adding a new strand or focus to established areas of practice or re-developing / redesigning things we've always done.

Evidence will be rated in all four areas using the following scale:

- |   |  |
|---|--|
| 0 | no evidence  |
| 1 | some evidence indicating some contribution                       |
| 2 | consistent evidence indicating high level of contribution        |
| 3 | convincing evidence indicating exceptional level of contribution |

The panel's final decision on who it shall recommend as the successful candidate should be reached by consensus.

The decision of the panel is final and no correspondence will be entered into.

### **Communication to Nominees**

NZAOT will undertake to acknowledge each nomination within 3 working days. (Appendix D)

The successful recipient of the award will receive a congratulations letter outlining the process for receiving the award from the President and the Director of Medical Staffing International. (Appendix E).

The unsuccessful nominees will receive an unsuccessful letter. (Appendix F).

#### **NZAOT/MSI Commitment:**

- MSI to be advised at least 2 weeks before the event of the exact names and titles to be displayed on the certificate; and be given access to the application information
- MSI to be advised who the unsuccessful applicants and have time for providing an electronic signature file.
- MSI/NZAOT Award is a stand alone item on the Clinical Workshop of Conference Programme
- Both NZAOT President and MSI Company representative is invited to speak
- The award winner also speaks or a representative if that person is not present
- MSI will arrange a formal interview for publication on web pages and in OT Insight. NZAOT will arrange for a photograph.