



Australasian College  
for Emergency Medicine

# Teaching Excellence Award Policy

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[acem.org.au](http://acem.org.au)

## Document review

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Timeframe for review:	every two (2) years, or earlier if required.
Document authorisation:	Council of Education
Document implementation:	Deputy Chief Executive Officer
Document maintenance:	Coordinator, Education & Training

## Revision history

Version	Date	Pages revised / Brief Explanation of Revision
V1	Apr 2016	Approved by Council of Education; was previously Regulation 10.15/40-42
V2	Aug 2016	Revisions to award criteria
V3	Feb 2017	Revisions to supporters of nominations
V4	Apr 2018	Section 2.3 revised to provide additional guidance for nominators in demonstrating the nominees distinguished and extensive service
V5	Feb 2019	Revisions to Document Review section
V6	Feb 2021	Revisions to selection process
V7	Mar 2022	Revision to section 2.3 to require annual call for nominations
V8	Nov 2022	Revision to nomination section, including questions to be asked on form
V9	Feb 2023	Revision to requirements for supporters for nominations and general revisions throughout

## Related documents

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[Teaching Excellence Award Nomination Form](#)

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# 1. Purpose

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The ACEM Teaching Excellence Award (the Award) recognises Fellows of the Australasian College for Emergency Medicine (FACEMs) who have given distinguished and extensive service in emergency medicine teaching and learning for the College.

The Award is bestowed from time to time by the Council of Education (COE). This policy outlines the criteria and processes by which the award is offered and bestowed.

## 2. Teaching Excellence Award

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### 2.1 Nature of Award

The award consists of a medal cast in a precious metal. The College crest shall appear on the obverse side of the medal and the words, *'For service in teaching and learning for the College'* on the reverse side.

The year in which the Award is made and the recipient's name are also inscribed on the reverse side.

### 2.2 Criteria for Award

The Teaching Excellence Award may only be awarded to a Fellow of the College. At the discretion of COE, the Award may be awarded to a recent retired Fellow of the College<sup>1</sup>.

Nominees for the Award must have given distinguished and extensive service in emergency medicine teaching and learning for the College. The Teaching Excellence Award shall only be bestowed once to any individual and previous Award recipients are not eligible for nomination in subsequent years.

While there is no minimum duration for which a nominee must have been a FACEM, the Award recognises those who have given distinguished and extensive service in emergency medicine teaching and learning for ACEM, and this duration of service will be considered by COE in reviewing the nominations received in any given year.

### 2.3 Nominations

2.3.1 Each calendar year a call for nominations shall be made using such mechanism(s) approved by COE for this purpose.

2.3.2 Nominations will be accepted from Fellows of the College, including from retired Fellows, and trainees enrolled in the FACEM Training Program ('the nominator').

2.3.3 Nominees cannot self-nominate.

2.3.4 In addition to the Nominator, nominations require the support of two (2) FACEM ('supporters').

2.3.5 The nomination form must be signed by:

- the nominator;
- the two (2) supporters; and
- the nominee

2.3.6 Nominations must be submitted on the appropriate form by the deadline specified by the College and accompanied by a citation of approximately 300 words in support of the nominee and their service in emergency medicine teaching and learning for the College.

<sup>1</sup> For the purposes of this policy, a recently retired Fellow shall be one who has completely and permanently retired from practice as a specialist emergency physician, is recognised as such by the College pursuant to ACEM regulations, and who has retired from practice in the 12 months preceding the date on which, in any given year, applications for the Award close.

2.3.7 The nomination form will require a series of questions to be answered by the nominator to demonstrate the nominee's service in relation to multiple aspects of emergency medicine teaching and learning for the College over an extended period of time. These questions cover the following areas:

- Length of service to emergency medicine teaching and learning;
- Commitment to, and enthusiasm and passion for emergency medicine teaching and learning for ACEM trainees (inclusive of trainees in all ACEM training programs);
- Demonstrated commitment to further learning and development of skills in post graduate medical education and training;
- Promotion of, and advocacy for improvement of teaching and learning at ACEM training sites and/or EMET sites;
- Involvement with College entities or projects, particularly those relating to emergency medicine education, teaching and learning;
- Development of medical education initiatives focussed on emergency medicine;
- Mentoring of ACEM trainees and/or other medical educators;
- How the nominee has gone 'above and beyond' in contributing to emergency medicine teaching and learning, above what would be routinely expected of a FACEM / DEMENT.

2.3.8 The citation of approximately 300 words should be a summary of the information provided on the nomination form and, if the nomination is successful, will inform the presentation of the award at the College Ceremony.

2.3.9 Nominators are encouraged to gain further information in support of the nomination from other FACEMs and trainees within the relevant emergency department.

## 2.4 Selection Process

2.4.1 A review panel, consisting of three (3) to five (5) FACEMs, at least one of which must be a COE member and the remainder either COE members or Regional Deputy Censors, will be convened.

2.4.2 The review panel will individually review each of the nominations using a scoring matrix to assess nominees based on the answers provided on the nomination form.

2.4.3 The review panel will meet to discuss their scoring of nominees and make recommendations to COE.

2.4.4 Review Panel recommendations will be considered by COE.

2.4.5 COE has absolute discretion to decide whether, and to whom, the Award is bestowed. In any given year, COE may decide to bestow more than one (1) Award. Similarly, in any given year, COE may decide to not make an Award, notwithstanding the receipt of nominations in that year and any recommendation(s) from the review panel convened for the purpose of considering the nomination(s).

## 2.5 Presentation of Award

An Award recipient shall be invited to accept their award at the next scheduled ACEM College Ceremony. An Award recipient may not defer to a later College Ceremony, but may opt to attend an alternative event or function of the College to receive their award as determined by the College,

the College Ceremony, the recipient shall be presented with the award medal and their citation. Any expenses incurred in attending the College Ceremony shall be borne by the recipient.



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