



BEST PAPER BY A FELLOW POLICY

1. PURPOSE AND BACKGROUND

The Best Paper by a Fellow is an award made to a Fellow of the Australasian College for Emergency Medicine (ACEM; the College) who is adjudicated as having presented the best oral paper at the Annual Scientific Meeting (ASM) of the College.

2. BODY OF POLICY

2.1 Nature of Award

The award consists of a monetary prize and is sponsored by ACEM.

2.2 Eligibility Criteria

The applicant must be a Fellow of ACEM who:

- is in good standing with the College;
- orally presented a paper at the ACEM Annual Scientific Meeting in respect of which the award is to be made; and
- is lead author of the paper.

2.3 Nomination Process

Eligible Fellows may nominate themselves for consideration for the award. Nominations should be submitted at the time an abstract is submitted to the conference organisers and must meet all other requirements specified in relation to submission of their abstract. Any presentation not so nominated will not be considered.

2.4 Selection Process

- (a) The ASM Organising Committee and a nominee of the Scientific Committee shall review all eligible abstracts of free papers submitted via the online abstract portal to the Annual Scientific Meeting. Abstracts without supporting data will not be considered.
- (b) From these abstracts, a preliminary shortlist of up to 10 nominations shall be submitted to the Scientific Committee for consideration.
- (c) The Scientific Committee shall then select six (6) abstracts from the preliminary shortlist to be adjudicated for the award (the judging shortlist).
- (d) The presentations made at the Annual Scientific Meeting by each of the nominees on the judging shortlist shall be adjudicated by at least one (1) member of the Scientific Committee and two (2) other Fellows in accordance with the specified scoring criteria.
- (e) The presentation with the highest score shall receive the award. In the event of tied scores, the recipient shall be determined by majority vote amongst the adjudicators specified in 2.4(d) (above).

2.5 Scoring Criteria

Methodology (study design, bias, confounders, sample size, statistics)	20
Importance to medical science/emergency medicine	10
Originality	10
Presentation (clarity, visual aids, audience interest)	10
Maximum total score	50

2.6 Presentation of Award

Scores are collated from the presentations across the ASM and the award is presented during the closing ceremony at the ASM. The award consists of a monetary prize of AU\$1,000, which is transferred to the winning Fellow following the conclusion of the ASM. A certificate is presented to the winner at the closing ceremony.

3. ASSOCIATED DOCUMENTS

- ACEM Scientific Meeting Guidelines (G115)
- Guidelines for Adjudication of Best Fellow's Paper at Annual Scientific Meeting (ASM) (G91)

4. DOCUMENT REVIEW

Timeframe for review: every two (2) years, or earlier if required.

4.1 Responsibilities

Document authorisation: ACEM Board
 Document implementation: Sponsorship & Events Manager
 Document maintenance: Governance and Standards Manager

4.2 Revision History

Version	Date of Version	Pages revised / Brief Explanation of Revision
v1	Mar-2007	Approved
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v6	Aug-2018	Revised to reflect an ACEM Board Policy and clarification of eligibility and selection process