

Australasian College
for Emergency Medicine

ACEM Wellbeing Award

Policy AP650

Document Review

Timeframe for review: every two years, or earlier if required.
Document authorisation: ACEM Board
Document implementation: ACEM Board, Diversity and Inclusion Steering Group
Document maintenance: ACEM Membership and Culture Manager

Revision History

Version	Date	Pages revised / Brief Explanation of Revision
v1	Aug 2018	Approved by Board
v2	July 2019	Clause 3.5 amended to afford nominees opportunity to submit supporting citation
v3	Feb 2020	Amendments to nominee requirements; permit self-nomination for the award; change to policy structure.

1. Background and purpose

Emergency medicine is a highly rewarding yet challenging career, with research and member feedback outlining the impact that the constant exposure to patient ill health and injury, and heavy physical and emotional demands can have on physician wellbeing. ACEM supports the health and wellbeing of its members and trainees, and the ACEM Wellbeing Award (the award) is part of a range of initiatives aimed at empowering ACEM members (including trainees) to lead culture change in emergency departments, hospitals and the profession as a whole.

The award was established in 2018, as part of the implementation of ACEM's Discrimination, Bullying and Sexual Harassment (DBSH) Action Plan. This annual award celebrates the initiative(s) of an individual member (including ACEM trainees), group of members or a whole emergency department (ED) that have resulted in the enhancement of wellbeing for their emergency department colleagues.

The award recognises those who are proactively putting in place a well thought through strategy to encourage and promote the physical and mental health of emergency department staff.

2. Definitions

College Member

For the purposes of this policy, includes those defined in the ACEM Membership Regulations as being 'members' of the College, trainees (as defined below) and any external person serving on any College entity.

Emergency Department

For the purposes of this policy, means any department in a hospital in Australia or New Zealand that exists for the provision of emergency medical services, whether accredited for FACEM training or not.

Good Standing

For the purposes of this policy means, a member who is currently compliant with all relevant ACEM renewal of membership requirements and has no financial debts to the College, or, a trainee who has no financial debts to the College and has fulfilled all training and assessment requirements applicable to their stage of training.

Trainee

For the purposes of this policy, means trainees enrolled in and undertaking an ACEM training program, including the FACEM Training Program, as well as the Emergency Medicine Certificate and Emergency Medicine Diploma trainees. For the purposes of this policy, the definition also includes Specialist International Medical Graduates (SIMGs) undertaking College requirements for the purpose of attaining eligibility for election to Fellowship of the College.

3. Application process

3.1 Eligibility Criteria - Nominee

To be eligible for nomination for the award, the nominee(s) must be one of the following:

- an individual ACEM member;
- a group comprised of ACEM members, not necessarily from the same ED; or
- an emergency department located in Australia or New Zealand.

The ACEM Wellbeing Award shall normally only be bestowed once to any individual, group or ED, except in circumstances where the ACEM Board considers it appropriate to make the award to a group of members or ED, and a previous individual awardee is involved in the initiative(s) that is/are the subject of the award, or the initiative(s) are considered by the Board to be such that they be recognised through a second award.

To be eligible for consideration for possible receipt of the award, and where the nominee(s) is an ACEM member, they must also be of good standing with the College.

3.2 Eligibility Criteria – Nominator and Secunder

Nominator

To be eligible to submit a nomination for the award, the nominator and/or secunder must be an ACEM member or a trainee enrolled in an ACEM Training Program, who is of good standing with the College.

Provided that the secunder is an ACEM member or a trainee enrolled in an ACEM Training Program, who is of good standing with the College, nominations may be made proposed by the following:

- senior hospital administrators;
- medical practitioners who are not members of ACEM, but who are in a position that enables them to make an informed judgement as to the effectiveness of the wellbeing initiatives for which the nomination is being made; or
- senior nursing staff employed in an ED.

Eligible nominees may self-nominate for an individual and/or group/ED award.

3.3 Nominations for the Award

Eligible persons and/or groups interested in nominating an individual, group or emergency department for the award will be required to complete and submit the appropriate form. All requirements and any accompanying information specified on that form must be completed and submitted by the deadline specified by the College.

4. Selection process

4.1 Selection Criteria

Nominations for the award will be assessed according to the extent to which the individual's and/or group/emergency department's initiative demonstrates evidence of:

- Implementation within an organisation of an initiative(s) that aims to enhance EM staff physical and mental health wellbeing, i.e. scheduling of activities, feedback from employees, newsletters/other communication announcing initiative components;
- Outcomes of the initiative(s) being sustainable in that they are embedded in current and/or future wellbeing strategy;
- Engagement and consultation with relevant emergency medicine staff during their development and implementation;
- Innovation - the extent to which the initiative(s) is based on/incorporates a new approach to addressing the specific challenge identified that was targeted by the initiative(s);
- Impact and outcomes – the extent to which the initiative(s) has addressed the challenge, achieved the desired outcomes and/or positively impacted on the individual(s) and/or group(s) targeted by the initiative(s).
- Alignment with the Australian and/or New Zealand standards for medical practitioner health and wellbeing.

Nominated individuals, groups or emergency departments will be invited by the College to submit a written or video citation addressing the Selection Criteria to further support the nomination, by such deadline specified by the College for this purpose.

4.2 Adjudication

A panel of three (3) or more assessors convened by the ACEM Diversity and Inclusion Steering Group (DISG) shall adjudicate the nominations and recommend to the ACEM Board an individual and/or group or emergency department for the award, based on the criteria outlined in 4.1 above.

The ACEM Board shall determine the individual and/or group/emergency department recipient(s) of the award. The decision of the ACEM Board will be final and no correspondence will be entered in to.

All parts of the selection process must be conducted in accordance with the College [Conflict of Interest Policy \(COR139\)](#).

5. Award presentation

5.1 Nature of award

The ACEM Wellbeing Award consists of a framed certificate attesting to the award.

Where the award has the involvement of individuals from a single ED, one framed certificate will be issued for the ED.

Where the award has the involvement of multiple individuals across different sites, each individual shall receive a framed certificate.

5.2 Award presentation

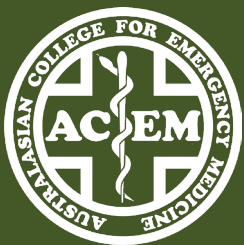
It is intended that the award will be presented at an ACEM forum considered appropriate to the nature of the award recipient(s) and initiative(s), and which may be dependent on the availability of the recipient(s). This may be at an ACEM Regional Scientific Meeting, the ACEM Winter Symposium or the ACEM Annual Scientific Meeting.

5.3 Award publication

ACEM will publish the name of the individual and/or group/emergency department recipient(s) on the College website and through other College sources, in order to promote the award and raise awareness of the importance of physician wellbeing and establishing and maintaining safe working environments.

6. Associated documents

- [Wellbeing Award Application Form – Individual](#) (AP651)
- [Wellbeing Award Application Form – Group](#) (AP652)
- [Conflict of Interest Policy](#) (COR139)



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