



Application Package — Speech-Language & Audiology Canada Awards Program 2018

Award: SAC Award of Excellence for Interprofessional Collaboration

Deadline: October 31, 2017

Objective: To recognize interprofessional collaboration and acknowledge the role that speech-language pathologists and audiologists play on interprofessional teams. The award is presented to an interprofessional team that has contributed/impacted/strengthened patient/client outcomes and/or the fields of speech-language pathology or audiology through their collaboration and teamwork. Teams must consist of at least one SAC speech-language pathologist or audiologist and at least two other health, education or other appropriate professionals.

Nomination Tips:

1. Plan Ahead

Start preparing your nomination well before the deadline – the more time you leave yourself, the better! Review this package carefully before beginning so you know what you need. Take care in preparing your nomination and be sure to follow all instructions.

2. Work With Your Nominee

Ask for information that you can include in your nomination package. This can include newspaper articles, published works, research, projects or photographs. Also ask your nominee for his/her résumé or CV for additional information that could be used in the nomination. If you're worried about gathering all the information on your own, make it a team effort! Get help from colleagues, clients, parents, supervisors or others.

3. Be Detailed

Judges can only score your nomination based on the information you provide in the package; so, you must assume they know nothing about the nominee. Avoid general, unsupported statements – provide specific, concrete examples to support your points. Scores are based on the criteria in the "Support for Nomination" section; so, use them as a guide in preparing your answers. Be sure to answer all questions completely and accurately and check your application for grammatical, spelling and typographical errors.

4. Submit on Time

You can send in your nomination package by email, regular mail or fax by October 31, 2017. Before submitting your nomination, make sure that all important information (including your supporting documentation) is included within your submission.

5. Persevere

If your nomination is not successful this year, apply again! You can ask the Awards and Recognition Committee for comments and feedback from your evaluation so you know what to improve on before you re-submit. You can also request that your nomination package be returned if you need the information to re-apply.

Eligibility Criteria for This Award:

To be eligible for this award, nominees:

- Must be an interprofessional team, which includes at least one SAC member or associate who is a speech-language pathologist or audiologist
- Team must include at least two other health, education or other appropriate professionals

Please contact emily@sac-oac.ca if you have questions about your nomination. SAC will confirm receipt of all nominations, so please follow-up if you do not receive confirmation.

Please note: all completed nomination forms and accompanying material become property of Speech-Language and Audiology Canada.

Nominee Information

Name of primary contact:

SAC number:

Organization/Institution:

Home Address:

Telephone:

Fax:

Email:

Names and occupations of additional team member(s):

All applications must be submitted typed.

One nominator may be anyone associated, in any capacity (team member, client, co-worker), with an interprofessional team. The second nominator must be the SAC member/associate S-LP or audiologist involved with the team. As per privacy legislation and policy, nominator(s) must ensure the nominee has been informed of and agrees to this nomination.

Nominator No.1

Name:

Organization:

Address:

Telephone:

Fax:

Email:

Signature:

Nominator No.2

Name:

Organization:

Address:

Telephone:

Fax:

Email:

Signature:

This nomination must also be accompanied by the following:

- **ONE** other piece of supporting documentation, (e.g., certificate of achievement, newsletter article etc.), no longer than one page, which clearly highlights or demonstrates the nominee's achievements. More than one document will not be considered. Your supporting document should supplement the information contained in the letter of support, not serve as a substitute.
- Résumé highlighting key accomplishments of the team or project leader.

Please ensure that **ALL** required documentation and supporting materials are included with this submission.

Support for Nomination

Please write a letter of support of **2,000 words or fewer** to explain why this nominee is deserving of this award. Be sure to answer each of the following questions in your letter (nominations will be evaluated on each of these questions):

- Confirm that the team meets the composition requirements. How are they effective as an interprofessional team? (5 points)
- What is the team's overall impact/contribution to patient/client outcomes and/or fields of speech-language pathology or audiology? (5 points)
- How does the team follow a patient/client-centred practice model? (5 points)
- How are the team's strategies and priorities based on the needs of population served? (5 points)
- How has the team demonstrated commitment to delivery of quality care? (5 points)
- How does the team strive to ensure equitable patient/client access to services? (5 points)
- How is the team climate one of mutual trust and respect? (5 points)
- How does the team demonstrate effective communication practices within the team and with patients/clients? (5 points)
- Is there any additional information you feel may be relevant to your nomination?

Please provide a word count with your letter of support.

Please ensure you have carefully reviewed the awards brochure and are aware of all requirements, conditions and limitations for application. Please take time and care in preparing your nomination. Candidates are comparatively judged based on the strength, quality and comprehensiveness of your submission. A good candidate with a sub-par nomination package may go unrecognized. Current SAC staff and current members of the Board of Directors are not eligible for awards.

Completed application forms must be RECEIVED by email emily@sac-oac.ca, by mail to 1 Nicholas St., Suite 1000, Ottawa, ON, K1N 7B7, or fax to 613-567-2859 by the deadline.