

## ACFP AWARDS PROGRAM NOMINATION CHECKLIST

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The Alberta College of Family Physicians Annual Awards Program recognizes outstanding commitment and dedication of our members. Complete the appropriate award nomination form and submit the package to:

Alberta College of Family Physicians  
#370, 10403–172 Street, Edmonton, AB T5S 1K9  
Email: [info@acfp.ca](mailto:info@acfp.ca)

**Deadline for nominations: April 1, 2021**

### IMPORTANT DETAILS

- **Incomplete forms will not be accepted.**
- Individuals may be nominated for multiple awards; however, at **most an individual is only eligible to receive one award**. Based on the nomination package, the Awards and Recognition Committee will use their discretion to determine the appropriate acknowledgement.

### AWARD CHECKLIST

#### REQUIRED

You will need to supply the following information as part of the awards nomination process:

- Nominee and nominator contact information.
- A complete nomination form with appropriate attachments as outlined by the award criteria.

#### SUPPLEMENTAL

Although not mandatory, the following elements are **strongly encouraged** in the submission of a nomination package:

- A recent resume
- Patient testimonials
- Additional letters of support from peers, community organizations or groups, health professionals/administrators, etc.
- Relevant media reports, pictures, etc.

### ELIGIBILITY

Nominees for awards must be:

- An Active Member, as defined by the CFPC Membership Policy (**Non-Member Mainpro+® Participants are not eligible**) *not sure if they are?* [Email us!](#)
- A member in good standing (**medical students and family medicine residents excluded**).

## NATIONAL AWARDS

### FAMILY PHYSICIAN OF THE YEAR AWARD

#### AWARDS CRITERIA

- Nominee is a member in good standing and has been in practice for a minimum of 10 years.
- Nominee is **NOT** a current member of the ACFP Board or the Awards and Recognition Committee.
- A nomination package which includes: a completed nomination form providing details on how the nominee meets the award criteria and at least two letters of recommendation.
- Nomination is made by a peer or colleague.

### RECOGNITION OF EXCELLENCE (ROE) YEAR AWARD

#### AWARDS CRITERIA

- Nominee has made an outstanding contribution in the last 12-24 months in one or more of the following areas: patient care, community service, hospital or health care institutions, College activities, teaching, research, and other elements of the academic discipline of family medicine.
- Nominee is **NOT** a current member of the ACFP Board or the Awards and Recognition Committee.
- A nomination package which includes: a completed nomination form providing details on how the nominee meets the award criteria and at least two letters of recommendation.
- Nomination is made by a peer or a member of the public.

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## CLINIC AWARD

### PATIENT'S MEDICAL HOME CLINIC AWARD

#### AWARDS CRITERIA

- The family practice or clinic has been in operation for a minimum two years.
- Nominee demonstrates outstanding leadership in the areas of patient and community care while exhibiting excellence in the application of the principles of the Patient's Medical Home.
- A nomination package which includes: a completed nomination form providing details on how the nominee meets the award criteria and at least two letters of recommendation.
- Nomination is made by a peer, member of the public, or self-nominated\*.

*\*Clinics, where current members of the ACFP Board and Awards and Recognition Committee practise, are still eligible for the award however during the review process the said Committee member will abstain from the voting and review preference.*

## LEARNERS AWARDS

### FAMILY MEDICINE RESIDENT LEADERSHIP AWARD

#### AWARDS CRITERIA

- Nominee is a family medicine resident enrolled at either University of Alberta or the University of Calgary.
- A nomination package which includes: a completed nomination form providing details on how the nominee meets the award criteria and at least two letters of recommendation (a recent resume may also be included).
- Nominee is **NOT** a current member of the ACFP Board or the Awards and Recognition Committee.
- Nomination is made by a peer, member of the public, or self-nominated.

### STUDENT LEADERSHIP – RISING STAR AWARD

#### AWARDS CRITERIA

- Nominee is a student enrolled in the undergraduate medical degree program at either University of Alberta or the University of Calgary.
- A nomination package which includes: a completed nomination form providing details on how the nominee meets the award criteria and at least two letters of recommendation (a recent resume may also be included).
- Nominee is **NOT** a current member of the ACFP Board or the Awards and Recognition Committee.
- Nomination is made by a peer, member of the public, or self-nominated.

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## ACFP AWARDS

### OUTSTANDING NEW PROFESSIONAL AWARD

#### AWARDS CRITERIA

- Nominee is in his or hers first five years of practice.
- A nomination package which includes: a completed nomination form providing details on how the nominee meets the award criteria and at least two letters of recommendation (a recent resume may also be included).
- Nominee is **NOT** a current member of the ACFP Board or the Awards and Recognition Committee.
- Nomination is made by a peer, member of the public, or self-nominated.

## LONG-TERM SERVICE AWARD

### AWARDS CRITERIA

- Nominee has served as a committee member or Board member or participated as an ACFP representative for 10 consecutive years.
- A nomination package which includes: a completed nomination form providing details on how the nominee meets the award criteria and is deserving of the recognition.
- Nomination is made by: ACFP staff, Executive Director, Board, a fellow ACFP member.

## CHAMPION AWARD

### AWARDS CRITERIA

- Nominee has served as an ACFP committee member or Board member for a period of less than five years and has participated in several ACFP-sponsored events as an attendee or volunteer.
- A nomination package which includes: a completed nomination form providing details on how the nominee meets the award criteria and is deserving of the recognition.
- Nomination is made by: ACFP staff, Executive Director, Board, a fellow ACFP member.

For more information on the Awards program, visit <http://www.acfp.ca/awards/>

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