Excellence in Education Awards 2017
Guidance for nomination form

Thank-you for taking the time to complete a nomination form! Please read this guidance form carefully before submitting your nomination form to ensure you allow the person or team you are nominating to have the best opportunity to win an award.

Timeframe

All nominations must be submitted by *midday on Friday 9th December 2016*. Please ensure you have sent in your nomination form by this date and time as shortlisting will take place the following week.

The event itself

The Awards Ceremony will take place at Holywell Park in Loughborough on *Friday 10th March (10am, lunch will be served at 12.30).*
Please ask the person/team you are nominating to hold this date in their diary in case they receive an invitation to the awards ceremony. If they are not free to collect their award, then we will ask whether yourself or another colleague would like to collect it on their behalf.

Shortlisting

A panel of patient and public representatives will consider each of the applications and decide on the winners and runners up. Those who have been shortlisted for an award will be notified by letter on Tuesday 10th January 2017. If the person/team you have nominated is shortlisted for an award, you will both receive an invitation to the Awards Ceremony.

Requesting your contact details

We request your contact details on the nomination form so that we can contact you if needed for any further information. This is not shared or used for any other purpose.

Completing the nomination form

Answering the questions in as much detail as you can allows you to tell the story of why your nominee has made such a big impact as an educator. It will strengthen your application if you give examples of their work and put in quotes of what people have said in terms of the impact they have had on them.
Please try and include as much information as you can so the shortlisters are able to gain a full picture.

The interesting/funny comments question

If the individual or team you nominate is shortlisted for an award, the interesting/funny comment you write on the form will be read out during the event. This is to make the event more personable and

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enjoyable. Please therefore think carefully about their personality and about what would make them laugh on the day of the event.

Contacting us

All queries to: trainerrecognition.em@hee.nhs.uk or 0115 823 3312

Awards Categories

1. **Best Patient or Public Involvement in Education**
   Who? Individuals, teams or departments.
   Why? Patient and public representatives are our key stakeholders and play an invaluable role in education and training. Have you experienced excellent training and education delivered with Patient and or Public representatives at its heart? How was this structured and how did this experience impact on you and your learning?

2. **Educational Administrator of the Year**
   Who? Individuals in administrative roles
   Why? Do you know of someone who consistently goes above and beyond for their learners? We are looking for administration heroes and want to know your stories of each way they have improved your experience.

3. **Educational Team of the Year**
   Who? Any team working together to deliver education and training
   Why? This is an opportunity for you to nominate a team who work particularly well together to deliver holistic multi-disciplinary care whilst developing the workforce for the future.

4. **Innovative use of Technology in Education**
   Who? Individuals, teams or departments.
   Why? Have you experienced real innovation in the way that technology has been used as part of the delivery of education and training? Perhaps an individual has used new technologies in an innovative way to teach or maybe a Department has developed the technology it uses to meet a particular need. What impact has this had on you as a learner? How has this improved the education and training they provide?

5. **Lifetime Achievement Award**
   Who? Nurses, Midwives, Allied Health Professionals, Education team members, Consultants, Trust grade doctors

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Why? We are looking for those individuals who have demonstrated an ongoing commitment to the delivery of high quality education and training. Please provide details of their roles, developments, innovations and the impact they have had throughout their careers.

6. **Mentor of the Year (Allied Health Professionals and Healthcare Scientists)**
   Who? Mentors for Allied Health Professionals and Healthcare Scientists
   Why? This is a chance to nominate a mentor within any setting who has provided an excellent experience, whether that by ensuring that individuals get a particularly personalised and valuable experience or if they have gone above and beyond to support those they mentor. We want to hear their stories.

7. **Mentor of the Year (Nursing and Midwifery)**
   Who? Mentors for Nursing and Midwifery
   Why? This is a chance to nominate a mentor within any setting who has provided an excellent experience, whether that by ensuring that individuals get a particularly personalised and valuable experience or if they have gone above and beyond to support those they mentor. We want to hear their stories.

8. **Placement of the Year (Community, Mental Health and Acute)**
   Who? Individuals, teams or departments.
   Why? This category is for organisations who have devised and delivered excellent placements for their learners. Perhaps learners have been able to experience all aspects of the organisation whist placed there, or maybe learners are able to see innovative healthcare being delivered by expert educators. This is the category to nominate an area which has provided a highly rated experience for those who have placements there.

9. **The Rising Star Award**
   Who? Students, Trainees, newly qualified nurses or midwives, Therapists, newly qualified Doctors or newly appointed Consultants
   Why? Do you know an individual who has shown an interest in providing educational activity / support? Are they an aspirant educational leader of the future? Tell us about their journey so far and why you think their input should be recognised.

10. **University Lecturer of the Year**
    Who? University Lecturers
    Why? Have you experienced a university lecturer who has inspired you? Is this individual innovative and creative in the way they teach? Have they been particularly supportive and influential? Tell us why they stand out from the crowd.

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11. **Clinical Supervisor of the Year**

    Who? Clinical Supervisors for Medical Trainees

    Why? This is a chance to nominate a clinical supervisor who has made a real difference in the experience of those individuals they supervise. It could be an individual who has devised an innovative approach or maybe someone who has shown an ongoing commitment to improving the educational environment for those they supervise. What have they done to make them outstanding?

12. **Educational Supervisor of the Year**

    Who? Education Supervisors for Medical Trainees

    Why? This is a chance to nominate an educational supervisor who has made a real difference in the experience of those individuals they supervise. It could be an individual who has devised an innovative approach or maybe someone who has shown an ongoing commitment to improving the educational environment for those they supervise. What have they done to make them outstanding?

13. **Training Programme Director of the Year**

    Who? Training Programme Directors

    Why? High quality training programmes are key to the East Midlands providing a high quality experience for trainees. Do you know of a TPD who has worked hard to develop and excellent training programme? Perhaps they have gone above and beyond to support trainees with specific training opportunities or develop an innovative and exciting teaching programme. We are keen to hear about your TPD and how you feel their work has impacted on your experience.

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