

CONTINUING EDUCATION AWARD – SUSTAINED EXCELLENCE IN TEACHING OF CPD

TERMS OF REFERENCE AND CONDITIONS SUMMARY

This award recognizes sustained commitment to, and excellence in education, and impact of leadership roles/positions. Nominees must have presented at a Department of Paediatrics or University of Toronto, Continuing Education, sponsored event with a minimum of five (5) years of CPD teaching experience to be considered.

ELIGIBILITY

All members of the University of Toronto and The Hospital for Sick Children Department of Paediatrics, full and part-time, are eligible for the Award.

NOMINATION GUIDELINES

Nominations will be sought from the Department of Paediatrics and other allied Faculty and health care professionals. The nominator must provide a minimum 1-page description of why the person should be nominated. The nominator may provide documentation from others supporting the nomination. The top three nominees will be informed and may be requested to assist the nominator in compiling the award dossier. An individual who has been previously nominated, and has not won an award, remains eligible in a succeeding year. An individual will not normally be considered for an award if he/she/they has won an award in the previous three years.

AWARD CRITERIA

The nominee must have presented in a Department of Paediatrics or University of Toronto, Continuing Education, sponsored event. Criteria that should be addressed in the nomination include:

- Demonstrated commitment to and excellence in teaching.
- Demonstrated subject mastery.
- Demonstrated excellence in the ability to stimulate and engage learners (for example through creativity, innovation, style, enthusiasm, commitment, effectiveness and/or originality).
- Demonstrated effective use of appropriate teaching resources and instructional methodologies.

NOTE: While the award is designed to recognize excellence in teaching, there will also be consideration given to Department members who have developed CE initiatives in non-traditional formats as well. The latter may include the development of enduring CE material, technology-based education, or other creative activities.

EVALUATION/RANKING CRITERIA

Winners are decided by the Department of Paediatrics' Continuing Education Awards Subcommittee. All nominations are reviewed by the Subcommittee and decisions made by consensus. The Committee makes recommendations to the Executive of the Department and, on

acceptance, the Chair of the Department. Candidates are ranked by scores calculated from the evaluation document.

COMMITTEE

The Department of Paediatrics Continuing Education Awards Subcommittee consists of:

- Director of Continuing Education – Mark Feldman
- Administrative Lead – Vishan Shan (Victoria Snell)
- Associate Chair of Education – Adelle Atkinson
- Two members of the Departmental Continuing Education Committee

DOCUMENTS

Nominations must consist of the following documents:

- Executive summary and letter of nomination that addresses the award criteria, outlining the nominee's accomplishments, and the nominator's reasons for supporting the nomination. Please describe the nominee's creativity, innovation, style, enthusiasm, commitment, effectiveness and originality in teaching.
- Up to date CV highlighting CPD teaching activities and invited talks or presentations (including, if relevant, repeated invitations or keynote speaker invitations).
- Summary of evaluation/outcome data from multiple teaching endeavours (please do not submit raw evaluation data)
- Participant comments
- Two letters of peer support (letter or email accepted)

Nomination letters should be addressed to: Dr. Mark Feldman, Director, Continuing Medical Education

OPTIONAL SUBMISSION REQUIREMENTS

Program materials including handouts, webpage syllabi. Please include a brief description of this material and why it is relevant to the nomination.

Nominators or nominees wishing further details on the nomination process and relevant supporting documentation may contact the Departmental CE Office vishan.shan@sickkids.ca or call 416- 813-8122