

Faculty of Psychotherapy Essay Prize

Terms of Reference



Authorising Body:	Board via the Awards and Recognition Committee
Responsible Committee(s):	Bi-National Committee for the Faculty of Psychotherapy
Responsible Department(s):	Membership and Events
Document Code:	TOR Faculty of Psychotherapy Essay Prize

Description

The Faculty of Psychotherapy Essay Prize is an annual prize awarded to an RANZCP psychiatry trainee or recent Fellow on a psychotherapy topic that fosters learning and reflection on important psychotherapy concepts.

Eligibility Criteria

The Essay Prize is available to all RANZCP psychiatry trainees, and to Fellows within one year of admission to Fellowship.

Previous recipients of the Prize will not be eligible to receive the Prize on a further occasion.

Periods of extended leave (e.g. parental leave) may alter the period of eligibility and can be taken into account by the Selection Panel. Relevant information should be outlined within the submission. Accordingly, members who have worked or trained on a part-time basis, are on or are returning from parental leave, a break in training, or undertaking another form of leave including carers/family leave can be considered for nomination.

Form of Award

The Prize consists of A\$1000 and a framed certificate. The recipient/s of the Essay Prize will be invited to attend the annual College Ceremony (during the RANZCP Annual Congress), to be formally presented with their award.

The award recipient will also be given the opportunity to publish their essay in the College Matters section of the Australasian Psychiatry journal.

Frequency

The Faculty of Psychotherapy Essay Prize will be made annually, although if there are no suitable applicants, the Prize will not be awarded in that year.

Application Process

Applications are made by submission of a suitable paper. Papers should be 2000 to 3000 words in length, and they must be suitable for publication in a refereed scientific journal. Papers may present original research data, a suitably referenced clinical report, or a detailed review of a psychotherapy-related topic.

Selection Panel Composition and Operation

The Chair of the Faculty of Psychotherapy will act as convenor and convene a selection panel consisting of two additional Faculty members, to assess and rank submissions for the Essay Prize.

Achieving appropriate diversity, including gender balance, will be considered when forming the Selection Panel.

In the opinion of the Selection Panel, the work submitted which is the subject of the Prize shall be judged to be of sufficient merit to warrant the Prize being presented in a given year; and be original work primarily completed by the applicant.

It is the responsibility of all members of the selection panel to comply with the RANZCP Declaring and Managing Conflict of Interest Guideline and to promptly take appropriate action to effectively manage the conflict of interest. In the event that a conflict of interest is identified:

1. The Chair will be responsible for addressing the conflict and taking appropriate steps to ensure the integrity of the selection process is maintained; or
2. Where the Chair declares a conflict of interest, and it is not possible to make alternative arrangements, the decision will be deferred to the remaining members of the selection panel.

The Selection Panel will review applications on a confidential basis.

Final Determination

After reviewing the scoring and comments of each Selection Panel member, the Convenor will determine the highest scored applicant. This will then be confirmed by the Panel.

Revision Record

Contact:		Senior Manager, Membership Services	(Membership and Events)
Date	Version	Approver	Description
October 2012	1.0	RANZCP Manager, Membership Services	New document
June 2018	1.1	Senior Manager, Governance, & Manager, Membership Engagement	Updated to clarify administrative processes.
August 2019	1.2	Coordinator, Membership Services	Updated to clarify application process.
November 2025	1.3	Executive Manager	Minor amendments
2026			NEXT REVIEW