

## Terms of Reference

### The Faculty of Psychiatry of Old Age Prize for Best Mental Health Service Improvement



The Royal  
Australian &  
New Zealand  
College of  
Psychiatrists



<b>Authorizing Body:</b>	Board
<b>Responsible Committee/:</b>	Faculty of Psychiatry of Old Age
<b>Responsible Department:</b>	Membership and Events
<b>Document Code:</b>	<b>TOR RANZCP Faculty of Psychiatry of Old Age Prize for Best Mental Health Service Improvement</b>

#### Description:

The RANZCP's Faculty of Psychiatry of Old Age Prize for the Best Mental Health Service Improvement was established in 2012 to promote excellence in advancing the Quality of Life in Older People with Mental Illness by:

- Encouraging and promoting the highest clinical and ethical standards in the delivery of Psychiatry of Old Age services amongst psychiatry trainees in Australia and New Zealand.
- Encouraging and promoting training in Psychiatry of the Old Age of the highest standard for psychiatrists, trainee psychiatrists, medical students, related health professionals, students of related health professions and other medical practitioners.

The Prize is made available annually and will facilitate presentation of the winning work at the Faculty of Psychiatry of Old Age annual conference or RANZCP Congress.

#### Eligibility Criteria:

The Prize is open to all mental health services, and whilst not having to be within a formal POA service, the improvement must be:

- Focused upon the needs of people with mental illness who are older.
- Within a public or private mental health service with accreditation against the national mental health standards, or New Zealand equivalent.

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

The Award may be given to one person or can be shared amongst two or more of equal merit. If there are no suitable applicants, the Award will not be made in that year.

#### Form of Award:

The Prize comprises of:

- An award certificate
- Reimbursement of funds to the value of A\$2000 RANZCP Congress day registration for one person, economy flights and one night accommodation for one person (to enable the presentation of the winning project and to receive the prize).
- \$500
- The recipient is also invited to attend the College Ceremony at the RANZCP Congress where the Award will be presented.

#### Frequency:

The Prize will be made available annually, although if there are no suitable applicants, the Prize will not be awarded for that year.

## **Application Process:**

Applicants for the Prize are required to submit a cover letter and an anonymized copy of their work (which is subject of the Prize). Submissions should take the form of:

- A published article
- A draft article suitable for publication in a journal equivalent to *Australasian Psychiatry*
- A case review / study

When submitting a multi-authored published article, the applicant must specify their role/s in the research/writing process.

## **Selection Criteria:**

In making a recommendation the Selection Panel will consider the submission for its contribution to the quality of life in older people with a mental illness.

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

## **Selection Panel Composition and Operation:**

The Selection Panel shall consist of the Chair of the Faculty of Psychiatry of Old Age (Convenor) and one other member of the Faculty of Psychiatry of Old Age, and a member of the Subcommittee for Advanced Training Psychiatry of Old Age.

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

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.

## **Approval Process:**

The Selection Panel will make a recommendation to the Faculty of Psychiatry of Old Age Committee for approval. The Prize recipient(s) will be advised to the Board.

## **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

<b>Contact:</b> Senior Manager, Membership Services (Membership and Events)			
Date	Version	Approver	Description
	1.0		New document
June 2018	1.1	Senior Manager, Governance, & Manager, Membership Engagement	Updated to clarify administrative processes.
November 2025	1.3	Executive Manager	Minor amendments
2026			NEXT REVIEW