

# The Addiction Psychiatry Prize

## Terms of Reference



<b>Authorising Body:</b>	Board via the Awards and Recognition Committee
<b>Responsible Committee(s):</b>	Bi-National Committee for the Faculty of Addiction Psychiatry
<b>Responsible Department(s):</b>	Membership and Events
<b>Document Code:</b>	<b>TOR The Addiction Psychiatry Prize</b>

## Description

The Addiction Psychiatry Prize ("the Prize") is an annual prize awarded to a Trainee, or a Fellow who has achieved the Certificate of Advanced Training in Addiction Psychiatry within 12 months prior to the application deadline.

The prize is an incentive award of the College, designed to encourage achievements and excellence in addiction psychiatry.

## Eligibility Criteria

Current Trainees, or Fellows who have achieved the Certificate of Advanced Training in Addiction Psychiatry within the 12 months prior to the application deadline, are eligible to apply.

Applicants shall have completed meritorious research, a quality improvement project or case review/study in the field of addiction psychiatry. The work submitted should have been completed at least partly in Australasia within the two-year period prior to application for the Prize.

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.

## Form of Award

The Prize consists of A\$1500, a framed certificate, a complimentary registration to the Faculty of Addiction Psychiatry's Conference and an invitation to present their work at the RANZCP Conference.

The recipient is also invited to attend the College Ceremony at the RANZCP Congress where the Award will be presented.

The Prize does not include travel support for the recipient(s) to attend Congress or the Faculty Conference.

The Prize may be made to one person or can be shared amongst two or more if their work is of equal merit. If shared, each recipient shall be entitled to an equal portion of Prize money.

## Frequency

The Addiction Psychiatry Prize is presented annually, although if there are no suitable applicants, the Addiction Psychiatry Prize will not be awarded that year.

## Application Process

Applicants for the Prize are required to submit an anonymised cover letter (1 page) and an anonymised copy of their work (which is the subject of the Prize) in accordance with the Awards Submission Process.

Submissions for the Prize may take the form of:

- the Certificate of Advanced Training in Addiction Psychiatry Scholarly Project
- a published article
- a draft article suitable for publication in a journal equivalent to *Australasian Psychiatry*
- a case review/study.

## Selection Panel Composition and Operation

The Selection Panel shall consist of the Chair of the Subcommittee for Advanced Training in Addiction Psychiatry (Convenor); the Chair of the Faculty of Addiction Psychiatry; and the Chair of the Committee for Research (or their nominee from their respective committee).

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 Convenor 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 Convenor 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.

## Final Determination

After reviewing the scoring and comments of each Selection Panel member, the Convenor will determine the highest ranked 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
August 2011	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 terminology, and to clarify application process.
November 2025	1.3	Executive Manager	Minor amendments
<b>2026</b>			<b>NEXT REVIEW</b>