



NOMINATION GUIDELINES

CONSUMER RECOGNITION

A program of



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Office of the Chief Nursing and Midwifery Officer
ACT Health Directorate
Email: NMawards@act.gov.au
Website: health.act.gov.au/NMawards

INTRODUCTION

The ACT Nurses and Midwives Excellence Awards celebrate the distinctive contribution made individually and collectively by nurses and midwives to the people they care for. The Awards recognise the outstanding professional accomplishments made within the public and private hospitals and the community and primary health care sectors in the Australian Capital Territory (ACT).

The Office of the Chief Nursing and Midwifery Officer, ACT Health Directorate, in conjunction with the ACT Nursing and Midwifery Leaders' Network, industry partners and sponsors, invite nominations for the 2024 Consumer Recognition.

This Recognition is an opportunity for patients and health consumers to recognise a nurse, enrolled nurse, midwife or team who have consistently provided extraordinary, safe, quality and compassionate care to them and/or their families. The nurse, midwife or team must demonstrate an uncompromising commitment to building connection with patients, health consumers and their families through trust, kindness and empowerment.

BEFORE YOU START

If you plan to nominate a nurse, midwife or team, you must first make sure you have their correct name and workplace. If these details are incorrect your nomination will not progress or be accepted.

HOW TO NOMINATE

1. Go to the ACT Health Annual Nurses and Midwives Excellence Awards website (health.act.gov.au/NMawards) and complete the online **consumer** nomination form.
2. Complete all sections and criteria on the nomination form to explain why you are nominating the nurse, midwife or team.
3. You will be able to return to your nomination if you are unable to complete it in one attempt.
4. Submit your nomination **before 11:59pm on Sunday, 25 February 2024** on the Annual Nurses and Midwives Excellence Awards website (health.act.gov.au/NMawards).

NOMINATION CRITERIA

- What did the nurse, midwife or team do that you think was exceptional?
- How did the care **improve** your health or comfort, or that of the patient or health consumer?
- How did the care **support** you and your family, or that of the patient or health consumer?

THE REVIEW PROCESS

Once your nomination has been submitted, it will be sent to the nominee's Director of Nursing/Midwifery or line manager for endorsement. This will include confirmation that the nominee is not subject to a professional practice notification, restriction/limitation to practice, under investigation, disciplinary process or undergoing performance management. If a nominee is subsequently found to be subject to any of these conditions their nomination will be withdrawn.

The Office of the Chief Nursing and Midwifery Officer, ACT Health Directorate, is not responsible for incomplete nominations or endorsements.

A review panel considers the evidence of excellence for all nominations.

Review panel members include senior nursing and midwifery leaders and consumer representatives within the ACT.

Feedback will not be provided to nominators or nominees.

The nomination selection process is confidential and final.

TERMS AND CONDITIONS FOR NOMINATIONS

1. Nominations may be made by a patient, health consumer, friend or family member of the patient or health consumer.
2. Multiple nominations require a separate form for each nomination.
3. Nominations must be for the nominee(s)' work carried out in the ACT during the award year of March 2023 to February 2024.
4. Nominators must complete and submit an online nomination form before the closing date. Incomplete and late nominations will not be considered.
5. A confirmation email will be sent to the nominator to confirm their nomination has been submitted.

6. Nominees must be currently employed as a nurse, enrolled nurse or midwife in the ACT public or private health service and hold a current registration with the Nursing and Midwifery Board of Australia.
7. All nominees will be advised of the person who nominated them and the details of the nomination. Nominations may also be shared with the nominee(s)' manager.
8. Personal contact details provided for nominees and nominators will not be disclosed and will only be used for the purposes of assessing and judging of nominations.
9. Recipients of a Consumer Recognition will be announced at the ACT Nurses and Midwives Excellence Awards presentation on Thursday, 9 May 2024.
10. Recipients of a Consumer Recognition may be invited to speak with the media and/or other organisations about their Recognition.
11. The ACT Government reserves the right to use any media/photos/articles for promotion purposes or publications, including nomination details.

ACCESSIBILITY

If you have difficulty reading a standard printed document and would like an alternative format, please phone 13 22 81.



If English is not your first language and you need the Translating and Interpreting Service (TIS), please call 13 14 50.

For further accessibility information, visit: www.health.act.gov.au/accessibility

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