Continuing Education Award

Terms of Reference

One award is available annually. There are three potential areas for recognition of excellence.

1. Course co-ordination
2. Teaching at a continuing education event
3. Long-term contribution to continuing education in the Department of Paediatrics

The award is in recognition of continuing education initiatives in the Department of Paediatrics.

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

Nominations will be sought from the Department of Paediatrics and other allied faculty and health-care professionals. The nominator must provide a short description (maximum 500 words) of why the person should be nominated. The nominator may also 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 or she has won an award in the previous three years.

Winners are decided by the Department of Paediatrics’ Continuing Education Awards Subcommittee.

Nomination Criteria

1) Excellence in course co-ordination in a Department of Paediatrics or U of T continuing education-sponsored event. Criteria that should be addressed in the nomination include the course design, promotion, organization, achievement of objectives and relevance to the needs of the course participants. If the primary focus of the nomination is teaching, criteria that should be addressed include creativity, innovation, style, enthusiasm, commitment, effectiveness and originality.

Nomination documentation must include the following:

- Course program
- Evaluation data
- Participant comments
- Peer opinion (limited to three to five)
- Previous programs may be submitted to show evolution of the course, if relevant

2) Teaching at a continuing education event at a Department of Paediatrics or U of T continuing education-sponsored event. Criteria that should be addressed in the nomination include the course design, promotion, organization, achievement of objectives and relevance to the needs
of the course participants. If the primary focus of the nomination is teaching, criteria that should be addressed include creativity, innovation, style, enthusiasm, commitment, effectiveness and originality.

Nomination documentation may include the following:

- Course program(s)
- Evaluation data
- Participant comments
- Peer opinion (limited to three to five)
- Abstract of lecture(s)
- Hand-outs or syllabus, if applicable

NOTE: While the award is designed to recognize excellence in course co-ordination and/or teaching, there will also be consideration given to department members who have developed continuing educational initiatives in non-traditional formats. The latter may include development of enduring continuing education material, technology-based education or other creative activities.

3) Long-term contribution to the Department of Paediatrics- and/or U of T-sponsored continuing education. Criteria that should be addressed include course co-ordination, teaching excellence and other creative continuing activities. It may also include an administrative or research role in continuing education. Details of relevant department sponsored activities or research should be listed. The information should reflect commitment to excellence in continuing education sustained over at least five years.

- Nomination documentation must include the following:
  - Nominee’s CV
  - Course program(s)
  - Evaluation data
  - Participant comments
  - Peer opinion (limited to three to five)
  - Composition of Awards Committee

The Department of Paediatrics Continuing Education Awards Subcommittee consists of the Associate Chair of Education, the Director of Continuing Education and two members of the Departmental Continuing Education Committee. 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.

Each award will consist of a cash gift and a plaque.

This annual award will be presented at the Department of Paediatrics’ Award Ceremony.