CANADIAN ASSOCIATION OF OCCUPATIONAL THERAPISTS

AWARD FOR INNOVATIVE PRACTICE
NOMINATION PACKAGE

DEFINITIONS

For the purpose of the awards program, the following definitions apply:

- Significant = noteworthy or important
- Exceptional = reflecting a high degree of ability or skill
- Outstanding = superior, pre-eminent or exemplary

PURPOSE OF THE AWARD

This award has been established to recognize and honour the exceptional contributions of an individual occupational therapist who has shown innovation and leadership in clinical practice. A maximum of three (3) awards may be granted each year. Nominations for this Award will be considered annually but the Award will be made only when recognition is merited in accordance with stated criteria. Nominators whose nomination is unsuccessful in a particular year may allow the nomination to stand for a maximum of three successive years.

CRITERIA FOR SELECTION

Nominations must meet the following criteria:

a. Nominees shall be individual or life members of the Canadian Association of Occupational Therapists.

b. Nominees shall have demonstrated exceptional leadership and innovation in the application of evidence-based principles of occupational therapy to clinical practice.

c. The contributions of the nominees will relate to, but not be limited to, one or more of the following clinical areas: client service, consumer advocacy, policy development, community development, education and/or fieldwork.

d. The contributions of the nominees shall have had a positive impact on clients, the community and/or the advancement of occupational therapy clinical practice.

e. Nominees must not be a current Board member or employee of the Canadian Association of Occupational Therapists

f. Nominees need not be a resident in Canada if the achievements for which they are nominated have relevance to Canadian occupational therapy and they meet

the other criteria for the award.

NOMINATION PROCEDURES

1. Individual Canadian Association of Occupational Therapists members or a group of members are eligible to submit nominations.

2. Nomination forms may be obtained from the Canadian Association of Occupational Therapists National Office.

3. An electronic version of the signed copy of the nomination form, narrative form and narrative must be submitted to the Chair, Awards Committee.

4. The narrative must include explicit examples of the nominee's innovative contribution to the profession of occupational therapy, as contributing evidence of, and reasons for, the nomination of the candidate.

5. The narrative is not to exceed three (3) typewritten pages, single spaced, one inch margins, 12 point, Arial font.

6. Nominators whose nomination is unsuccessful in a particular year may allow the nomination to stand for a maximum of three successive years.

7. **Nominations are to be received electronically by December 1st:**

    Chair, Awards Committee
    Canadian Association of Occupational Therapists
    nominations@caot.ca

SELECTION OF CANDIDATE

Selection shall be made by the Board of Directors of the Canadian Association of Occupational Therapists upon recommendation by the Awards Committee.

PROCEDURE

The President of the Canadian Association of Occupational Therapists will notify the recipient(s) prior to public announcement. The name(s) of the recipient(s) will be announced at the Awards Ceremony, be published in *Occupational Therapy Now* and posted on the Canadian Association of Occupational Therapists' web site.

FORM OF THE AWARD

The recipient of the Canadian Association of Occupational Therapists Award for Innovative Practice receives the following:

1. An invitation to the Canadian Association of Occupational Therapists Awards Ceremony (complimentary)

2. Announced at the Awards Ceremony;

3. A certificate of recognition;

4. Her/his name engraved on the award plaque kept in National Office.

5. Name and/or profile published in *Occupational Therapy Now* and posted on the Canadian Association of Occupational Therapists' website.

AWARD FOR INNOVATIVE PRACTICE
NOMINATION FORM

To be completed by the Nominator:

I nominate _____ for the CAOT Award for Innovative Practice.

Name of Nominator: _____

Address: _____

City: _____ Prov: _____ Code: _____

Phone: _____ Fax: _____ E-mail: _____

CAOT Membership Number: _____ Signature: _____

Nominee's Information:

Name of Nominee: _____

Address: _____

City: _____ Prov: _____ Code: _____

Phone: _____ Fax: _____ E-mail: _____

CAOT Membership Number: _____ Date submitted: _____

Please answer the following questions concerning the nominee:

a) Number of years of sustained activity in occupational therapy _____
b) Highest educational level attained _____
c) Please provide a detailed list of relevant information regarding the nominee's contributions toward the award criteria in the narrative,.

Please submit an electronic version of the signed copy of this form, the narrative form and the narrative to the Chair of the Awards Committee no later than December 1st:

Chair, Awards Committee
Canadian Association of Occupational Therapists
nominations@caot.ca

AWARD FOR INNOVATIVE PRACTICE
NARRATIVE FORM

Name of Nominee: _____

Name(s) of Person(s) Writing the Narrative:_____

The purpose of the narrative is to describe **why the candidate was nominated for this award and to highlight the exceptional contributions of this occupational therapist who has shown innovation and leadership in clinical practice.**

The narrative must include explicit examples of the nominee's innovative contribution to the profession of occupational therapy, as contributing evidence of, and reasons for, the nomination of the candidate.

The narrative should not exceed three (3) typewritten pages, single-spaced, one inch margins, 12 point, Arial font and should include:

1. Educational background

2. Summarized work experience

3. Outline of the exceptional leadership and innovation in the application of evidence-based principles of occupational therapy to clinical practice. The contributions will relate to, but not be limited to, one or more of the following clinical areas: client service, consumer advocacy, policy development, community development, education and/or fieldwork. Include a brief summary of the evidence-based principles to support the innovative application.

4. How the candidate's contributions have had a positive impact on clients, the community and/or the advancement of occupational therapy clinical practice.