

Golden Quill Award

The Canadian Association of Occupational Therapists acknowledges an individual author or a group of authors that has/have published (i.e. in print) an exceptional article in the Canadian Journal of Occupational Therapy in the volume year two years prior to the year of the award. This will allow reviewers to see the impact the manuscript had on the profession. The author or group of authors need not be members of the Canadian Association of Occupational Therapists or Canadian citizens.

Nominations must meet the following criteria:

- Nominees must have published an article in Canadian Journal of Occupational Therapy in the volume year two years prior to the date of the award (e.g., the 2020 award considers articles published in 2018).
- The article must be deemed exceptional by the review committee.

Composition: The review committee will be made up of 7 CAOT members according to the following composition:

- A member of the Canadian Journal of Occupational Therapy Editorial Board, who will serve as chair for the committee.
- A past Golden Quill Award recipient,
- 2 CAOT Fellows, at least one of whom can appraise English articles and one of whom can appraise French articles
- 2 trainees (preference for PhD graduate student or post-doctoral student)
- 2 reviewers appointed by the CJOT editor

An exceptional article will be identified as one that:

- Makes an exceptional contribution to the science and practice of occupational therapy.
- Is rigorously designed or argued,
- Demonstrates a high level of scholarship and critical thinking,
- Enhances the empirical and/or theoretical foundation of the profession by:
 - Contributing new knowledge to support development, implementation or evaluation of evidence-based services to occupational therapy clients, or
 - Illustrating the impact of occupational therapy services on clients' everyday lives, or
 - Offering approaches or strategies to enhance the education of occupational therapy students or occupational therapists, or
 - Illustrating methodological excellence, or
 - Enhancing theoretical development in the field, or
 - Providing a model for excellent scholarly writing in the field.

Only one (1) award will be granted each year.

Nominations for this Award will be considered annually from the articles published in the volume year two years prior to the date of the award. The award will be made only when recognition is merited in accordance with stated criteria.

PROCESS

1. Using publication metrics (e.g. number of downloads and citations in the past year), the top 5 articles will be identified and communicated to the Editorial Board members of the Canadian Journal of Occupational Therapy (CJOT).
2. Editorial Board members will review the articles in the volume year two years prior and will select, (based on the quality criteria established above to define an exceptional contribution and based on the metrics of articles) the final 5 articles to be considered by the Golden Quill Nomination committee
3. Members of the Golden Quill nomination committee will be designated and will include one person from the CJOT Editorial Board (acting as the chair), two CAOT Fellows, one past Golden Quill Award recipient, two trainees and two reviewers. All committee members must be members of CAOT.
4. Once the Golden Quill Award nomination committee has been formed, the chair of the committee will provide each member with the nomination package (i.e. selected articles and the award criteria).
5. Two (2) members of the Committee will be asked to score each article according to an established scoring system based on the award criteria. The scoring will be shared to other members of the committee who will be able to use that information for their own review of article and final vote on the winning submission.
6. The chair will tally the votes received and share the findings with the members of the committee.
7. If there is a unanimous vote, that article will be considered the winning submission for the Golden Quill award.
8. If there are discrepancies across the votes or a tie vote, the chair will organize a teleconference meeting so that the committee can come to consensus on the winner. The chair will facilitate this call.
9. The chair will inform the CAOT Awards Committee of the decision no later than February 1. This information will then be passed to the CAOT Board of Directors for their February teleconference meeting.
10. The President will advise the recipient(s) of the award and convey the following:
 - a) The author(s) will receive an invitation to the Canadian Association of Occupational Therapists Awards Ceremony (complimentary);
 - b) The public announcement will be made at the Annual General Meeting;
 - c) An award of recognition will be presented at the Awards Ceremony;
 - d) The article and its author(s) will be profiled in the *Canadian Journal of Occupational Therapy* and on the Canadian Association of Occupational Therapist website.
11. The public announcement of the award will be made at the Annual General Meeting and presentation of the award will be made to the recipient(s) at the Awards Ceremony at the Annual Conference of the Canadian Association of Occupational Therapists.
12. The Executive Assistant, in consultation with the Conference Management Team will make all the necessary arrangements for inviting the recipient(s) to the Awards Ceremony.
13. The Executive Assistant will be responsible for ensuring that the appropriate award is made available at the Awards Ceremony.
14. The name and/or profile of the award recipient(s) will be published in *Occupational Therapy Now* and posted on the Canadian Association of Occupational Therapists website.

(Reference: Policy 10314)