



Awards for Excellence Nomination Submission Overview

Step 1: Review this PDF for Awards for Excellence categories, criteria and submission guidelines.

Step 2: Prepare nomination description and supporting documentation.

Step 3: [Go online to enter nomination information and submit the nomination.](#)

Step 4: Save online system email acknowledgement for reference.

Awards for Excellence Categories

Transformation Award is for a project/initiative that introduced innovative care delivery with demonstrated, improved outcomes for patients, families and/or caregivers and the system.

Engagement Award is for an individual, local or provincial team that co-designed a new, or improved an existing care delivery model(s) with patients, families and/or caregivers, achieving demonstrated improved outcomes for patients and the system.

Integration Award is for a local LHIN or provincial initiative that achieved improved, evidence-based quality outcomes by integrating aspects of services and/or care delivery.

Awards for Excellence Criteria & Evaluation

Eligibility criteria:

- Nominees may include individuals, teams and organizations/agencies that include LHIN staff and/or partners involved with the broader health care system
- Names and credentials of nominees must be included with the nomination submission

Mandatory criteria:

- All award nominations must have LHIN support
- Submitted nominations will be forwarded to appropriate LHIN(s) for endorsement
- All award nominations must provide evidence/results (qualitative and quantitative), including data and metrics, to support the achievements of the nomination

Evaluation:

- Evaluations will be completed by external judges
- Nominations that do not meet the mandatory criteria will not be evaluated

The guidelines below will assist in preparation for the online nomination form:

1. Include a 25-word (approx.1,000 characters) description of the award nomination for conference literature. Full nominations should be approx. 1,000 words (20,000 characters), maximum.
2. Include the name of the LHIN(s) worked with, as well as photos, videos and other media or qualitative/quantitative information to support the nomination.
3. Use the “Submit” button at the end of the nomination form in order to save your nomination.
4. Nominations can be edited up to the **closing date of Friday, April 20, 2018**. More than one nomination can be added.
5. An email will be sent acknowledging all nominations. If you do not receive acknowledgement, please email: achievingexcellence@hssontario.ca
6. By submitting a nomination, all nominees give permission to HSSOntario (or any other persons authorized by HSSOntario) to post nomination materials on the Achieving Excellence Together 2018 website after the conference for reference purposes, and to record and photograph your nominees for knowledge-transfer purposes. If any nominee wishes to withdraw consent, they must do so by e-mailing: achievingexcellence@hssontario.ca
7. Award nominations must include any references related to copyright and provide HSSOntario with publication rights as part of nomination process. All nomination submitters confirm that they have any intellectual property rights appropriately referenced.
8. Nominations submitted to HSSOntario must not contain Personally Identifiable Information (with the exception of name, business name and credentials, as well as e-mail addresses) or Personal Health Information of any kind. Any breach of privacy in submitted nominations is the responsibility of the submitters/nominees.
9. Awards will be presented at a luncheon on June 20, 2018, at the Beanfield Centre, Exhibition Place, Toronto.