

Department of Pediatrics Cooperation, Collaboration, and Teamwork (CCT) Award Terms of Reference 2020

## **CCT Recognition Award**

The Department of Pediatrics wishes to recognize department faculty members who engage in Cooperation, collaboration and teamwork (CCT) on an annual basis.

CCT are fundamental to the Department optimally achieving its multiple missions relating to education, research, clinical innovation and administration.

Each departmental member's unique contribution to the global operations of the department is appreciated and within the context of a group, may determine the success of an effort when the collective contributions, the whole, become greater than the sum of the parts.

The department wishes to recognize those groups who have been successful in creating environments where the professional characteristics of CCT are effective for teaching, research, child health and are visible to others, thus representing operational role models.

## <u>Terms of Reference</u>

- 1. Annual recognition will be made to a group of individuals who function as a team in delivering high quality education, research, child health and/or administration as part of the Department's activities to the academic environment and/or the larger community.
- 2. At least one of the team members will be from the Department of Pediatrics but group membership may include health care workers such as physicians, nurses, physiotherapists, pharmacists, or dieticians; non-academic staff; staff from other departments or faculties; lay or professional community members; students or other trainees.
- 3. Groups/teams will be nominated by a letter outlining the impact of the group's contribution and focusing on the strength of that contribution lying in the cooperative and collaborative efforts of its members.
- 4. Nominators will not be members of the nominated team.
- 5. Nominations will be supported by at least one additional letter of support.

## Regulations

- 1. The nomination with a supporting letter must be sent electronically via Google form.
- 2. Nominations will be requested in the spring of each year.
- 3. Members of the Awards Committee, a sub-committee of the Faculty Development Committee will review all nominations and rank order them. The nomination with the highest ranking overall will be given the award.
- 4. External review may be requested to assist with review and ranking.



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- Members of the Faculty Development Committee or Awards Committee who are nominated for the award will not be included in the voting process or in any Committee discussion of the nominees.
- 6. External review may be requested to assist with review and ranking.
- 7. The award will not be given to any individual more than once in any five year period.
- 8. The nominator will be informed regarding the status of nomination.
- 9. Nominations that are deemed to be worthy of re-consideration will be carried over for review and ranking for one additional year. If the nomination is going to be reconsidered, the nominator will be asked to send an update at the time of the call for nominations during the next award period. Any deficiencies in the nomination can also be corrected at that time.
- 10. The award will be presented at the Annual Department of Pediatrics Awards Ceremony in the spring.