



# Association of Pharmacy Technicians United Kingdom

## APTUK/AAH Pharmacy Technician of the Year Award

### 1. Introduction

- 1.1 The APTUK/AAH Pharmacy Technician of the Year Award is funded by AAH.
- 1.2 The APTUK/AAH Pharmacy Technician of the Year Award acknowledges an outstanding individual who has shown a significant contribution over the past 12 months and symbolises the best of their profession; gone above and beyond their day to day duties and deserves wider recognition.
- 1.3 There will be one APTUK/AAH Pharmacy Technician of the Year Award.
- 1.4 The APTUK/AAH Pharmacy Technician of the Year Award will consist of:
  - The title of 'APTUK/AAH Pharmacy Technician of the Year'
  - An engraved glass trophy
  - An education bursary to the value of £300 (Specific terms and conditions will apply to the education bursary)
  - A place at the next APTUK Annual Professional Conference and Exhibition (travel expenses are not included)
- 1.5 The APTUK/AAH Pharmacy Technician of the Year Awards will be made to the pharmacy technician who, in the opinion of the judges, demonstrates outstanding effort and commitment.
- 1.6 The winner will present their work at the APTUK Annual Professional Conference and Exhibition the following year and will be required to submit an article for the APTUK Pharmacy Technician Journal, within twelve months of the award being announced.

### 2. Nomination/Application Process

- 2.1 Nominations/applications will be through the submission of a completed nomination/application form which includes:
  - A supporting statement from the individual making the nomination/application
  - A supporting statement from the nominee's manager/supervisor
  - A declaration of authenticity from the nominator/applicant
- 2.2 APTUK/AAH Pharmacy Technician of the Year nominations/application forms will be submitted electronically via email to [aptuk@profileproductions.co.uk](mailto:aptuk@profileproductions.co.uk) by **6th April 2018**.
- 2.3 Nominations/applications will not be accepted after the annual closing date.
- 2.4 Receipt of nominations/applications will be acknowledged by email.
- 2.5 APTUK/AAH takes no responsibility for electronic submissions not received.
- 2.6 Further information and details about the award will be available by contacting APTUK, AAH or Profile Productions (Tel: 020 3725 5840)



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## 3. Adjudication Process

- 3.1 Profile Productions will collate all the submissions and forward them to the Vice President at [communications@aptuk.org](mailto:communications@aptuk.org).
- 3.2 The adjudication process will be co-ordinated by Vice President, APTUK.
- 3.3 The adjudication process will be conducted by a selected panel. The panel will consist of:
  - Vice President, APTUK
  - 1 AAH Employee (to be nominated by AAH)
  - 1 external judge (who has no connections with those who have been nominated/applied)
- 3.4 The panel will meet (face to face or virtual) in early May to judge the submissions.
- 3.5 To be assessed and judged, nomination/application forms must be complete and include:
  - A supporting statement from the individual making the nomination/application
  - A supporting statement from the nominee's/applicant's manager/supervisor
  - A declaration of authenticity from the nominator/applicant
- 3.6 Assessment and judgement will take place by review of the form against the marking criteria
- 3.7 The winners will be selected by agreement of the panel and the adjudication decision will be final.
- 3.8 The nominations/applications which are shortlisted will be informed by email of the adjudication decision by APTUK/AAH joint statement in May.
- 3.9 Shortlisted nominees/applicants will be invited to attend conference. The 'Early Bird' price for conference will be made available to those shortlisted.
- 3.10 The final decision will be kept confidential until the Awards Dinner.

## 4. Presentation of the Award

- 4.1 The presentation of the award will take place at the APTUK Annual Awards Dinner during the APTUK Annual Professional Conference and Exhibition
- 4.2 The Vice President will announce short-listed nominees/applicants.
- 4.3 The APTUK/AAH Pharmacy Technician of the Year Award Winner will be announced and presented by an AAH representative with the President

## 5. Following the presentation of the Awards

- 5.1 The Treasurer will issue the following forms to all winners:
  - APTUK Education Bursary Application Form
  - APTUK Annual Professional Conference and Exhibition Bursary Application Form



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- 5.2 AAH will publish the APTUK/AAH Pharmacy Technician of the Year Award winner on their website and in other marketing materials
- 5.3 APTUK will publish the APTUK/AAH Pharmacy Technician of the Year Award winner on their website and in the summer edition of the APTUK Pharmacy Technician Journal post APTUK Annual Professional Conference and Exhibition.
- 5.4 The APTUK/AAH Pharmacy Technician of the Year will present at the APTUK Annual Professional Conference and Exhibition, the following year and will be required to submit an article for the APTUK Pharmacy Technician Journal, within twelve months of the award being announced

**Andrea Ashton**  
Director of Communications