



Association of Pharmacy Technicians United Kingdom

APTUK/AAH Patient Safety Award

1. Introduction

- 1.1 The APTUK/AAH Patient Safety Award is funded by AAH.
- 1.2 The APTUK/AAH Patient Safety Award acknowledges an individual or technician led service that has demonstrated an outstanding contribution to improving patient safety over the past 12 months which deserves wider recognition.
- 1.3 There will be one APTUK/AAH Patient Safety Award.
- 1.4 The APTUK/AAH Patient Safety Award in will consist of:
 - 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 Patient Safety Award will be made to the pharmacy technician/technician led service which, in the opinion of the judges, demonstrates outstanding contribution to improving Patient Safety.
- 1.6 The winner 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 Patient Safety award nominations/applications will be submitted electronically via email to 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; 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 (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 nominations/applications for all categories.
- 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 Patient Safety 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:



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- APTUK Education Bursary Application Form
- APTUK Annual Professional Conference and Exhibition Bursary Application Form

5.2 AAH will publish the APTUK/AAH Patient Safety Award winner on their website and in other marketing materials

5.3 APTUK will publish the APTUK/AAH Patient Safety 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 winner 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