



# Association of Pharmacy Technicians United Kingdom

## APTUK/AAH Leadership Award

### 1. Introduction

- 1.1 The APTUK/AAH Leadership Award is funded by AAH.
- 1.2 The APTUK/AAH Leadership Award acknowledges an individual who has shown outstanding professional leadership over the past 12 months and deserves wider recognition.
- 1.3 There will be one APTUK/AAH Leadership Award.
- 1.4 The APTUK/AAH Leadership Award 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 Leadership Award will be made to the pharmacy technician who, in the opinion of the judges, demonstrates outstanding professional leadership by having:
  - made a career long contribution or a single initiative that has had a major impact in last 12 months
  - demonstrated expertise, patient centred professionalism or is considered a role model for their profession
  - shows passion, advocacy, encouragement and commitment to supporting innovative developments in pharmacy services
- 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 Leadership award nominations/applications 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 will be acknowledged by email.
- 2.5 APTUK/AAH takes no responsibility for electronic submissions not received.



## Association of Pharmacy Technicians United Kingdom

2.6 Further information and details about the award will be available by contacting APTUK, AAH or Profile Productions (Tel: 020 3725 5840)

### 3. Adjudication Process

- 3.1 Profile Productions will collate all the nominations and forward them to the Vice President; [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 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 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 Awards

- 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 Leadership Award Winner will be announced and presented by an AAH representative with the President
- .



# Association of Pharmacy Technicians United Kingdom

## 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

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

5.3 APTUK will publish the APTUK/AAH Leadership 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