Celebration
of Achievement
Awards 2018

Your guide to the awards and how to nominate
Welcome

It gives me enormous pride to launch our annual Celebration of Achievement Awards.

Every day in the NHS, dedicated teams and individuals go to extraordinary lengths to provide exceptional care and fantastic services.

If you know someone who truly represents our values, goes above and beyond the call of duty and demonstrates excellence on a daily basis then please nominate them for an award. This is your opportunity to give special individuals and teams the recognition they deserve for their outstanding contribution.

Anyone can nominate so if you are a patient, a carer, a relative, a partner organisation or a member of staff and want to acknowledge and celebrate some of the excellent practice that often goes unsung in the health service, then this is your chance.

I was delighted and impressed with the enthusiasm shown by staff last year in identifying worthy nominees. The awards were of an exceptionally high standard and I have no doubt that we will receive the same standard of entries this year.

I particularly look forward to receiving the nominations from members of the public as I thoroughly enjoy reading all the thank you cards and compliments we receive.

We have a lot to be proud of as an organisation. So don’t wait…nominate today to say thank you to someone for making a difference.

Mike Proctor
Chief Executive
York Teaching Hospital NHS Foundation Trust
Living our values
We hear great stories everyday about how staff across the Trust are making a positive impact on the lives of others. It is not just what they do but the way in which they do it - by living and breathing the Trust values. This award is presented to an individual or team who regularly demonstrates care and compassion, listens to and respects others, whilst keeping patients at the heart of everything they do.

Excellence in partnerships
The Trust cannot deliver services in isolation and is committed to working in partnership to improve the care and services we provide. This award is presented to an individual or team that has improved outcomes for patients by working closely with external partners, to improve quality, access to services, personalised care or treatment.

Efficiency and productivity
The Trust continues to work in one of the most challenged healthcare communities, both nationally and locally, and it is vital that we make best use of the resources available to us. This award is presented to an individual or team who has demonstrated improved value, efficiency or productivity by applying creative solutions through the effective use of resources - for instance staff, money or assets.

Innovation
Nurturing innovation is crucial to the continuing success of the Trust. This award is presented to an individual or team who, through fresh thinking, creativity or originality, has turned a new idea, method or process into a solution which has made a positive impact on our services and patient safety. There are no qualifiers of how ground-breaking or world-shattering that idea needs to be - only that it needs to be measurably better than what was there before.

Patient experience
Patients are at the heart of everything we do, and improving their experience is a priority for the Trust. Our ultimate objective is to be trusted to deliver safe, effective healthcare to the communities we serve. This award is given to an individual or team who has made significant improvements to the patient experience by asking for and acting upon feedback, in order to improve the areas that patients say matter most to them.
Patients' choice
Every year the Trust asks patients and their families to tell us about their local hero - the individual or team who has made a real difference to their experience and created a positive, enduring, impression.
This award gives the general public the opportunity to tell us their story and say 'thank you' by publicly recognising the outstanding care, treatment and kindness freely given, when they needed it the most.

Charity supporter of the year
This award recognises the wonderful contribution that our charity supporters make. They raise hundreds of thousands of pounds for the Trust, via the York Teaching Hospital Charity, which makes a huge difference to the working lives of staff and patient care.
This award is given to an individual or team who has demonstrated their commitment to raising funds, encouraging others to get involved and building awareness of the charity.

Volunteer of the year
Volunteers are a valuable and dedicated part of our team, who freely give their time. Working throughout all our hospitals, they make a huge contribution in helping the Trust provide great care and services.
This award is given to an individual or team who has made a difference by offering compassion, care, kindness and friendship to a patient, carer or family by creating a positive and lasting memory.

Star of Stars*
Every month the Trust recognises the exceptional achievements of staff who have made a difference by doing something extra in their everyday work for patients, visitors or colleagues.
Chosen from this year's monthly Star Award finalists, this award is presented to an individual or team who has been chosen as the Trust's 'star of stars'.

Chief Nurse’s commendation*
This special award is presented to an individual or team from the nursing workforce who, regardless of role, has made a positive impact on those around them by leading through example.

Chief Executive's unsung hero
This award is for that special person or team who makes a difference day-in, day-out, often behind the scenes, by putting their heart and soul into their work to make a valuable contribution they make to the Trust.
Their actions speak louder than words whilst making a real and tangible difference to others.
Chief Executive's outstanding contribution*

Personally chosen by the Chief Executive, this award seeks to honour an individual or team who through vision, resilience and tenacity has provided a lasting legacy in their field of work at the Trust, and the wider NHS.

* Closed award
Writing an award winning nomination

The key to a well-written nomination is providing the readers with specific information illustrating how an individual’s or team's achievements have had a positive impact on the Trust's business, mission and/or values. Below is a recommended format for writing a quality award nomination.

Opening statement

Start with a clear, direct, and specific statement of why the individual/team deserves recognition. Include enough information for the panel to become familiar with the nominee’s specific challenges faced, actions taken, and results or goals met. List the most important information in the first few sentences and then elaborate as necessary.

Supporting statements

Support the opening statement with specific examples that address the award criteria and elaborate on why the nominee’s/teams accomplishments are worthy of the award. These examples should include outcomes, results, and/or activities 'above and beyond' their job description.

Include qualities that make this individual or team outstanding, and that are clearly relevant to the award criteria (e.g. contribution, team-building, collaboration, initiative, and leadership). Consider including the following evidence to answer the 'who, what, when, where, why' in your supporting statements:

WHAT did the individual/team do (e.g projects, activities)?
- Projects and/or activities above and beyond their job description
- Any challenges or issues encountered and overcome

HOW did they do it?
- Initiative and/or leadership
- Creativity and/or innovation
- Teamwork
- Behaviours and/or attitudes

WHAT were the results and/or impact?
- What did the individuals/teams efforts accomplish?
- Are there specific benefits that Trust has derived from those efforts?

Closing statement

Describe how others regard the individual/team (e.g. other colleagues) and how they demonstrate the Trust’s values.
Everything you need to know

Key dates
- The closing date for nominations is 5pm on 31 July 2018. Please note that nominations will not be accepted after this date so please ensure you submit on time.
- Judging will take place throughout August 2018.
- All shortlisted nominations will be contacted early September 2018.

Forms
To access the online nomination form, award criteria and further information about the awards please visit: https://www.yorkhospitals.nhs.uk/

Hard copies will also be available at bases throughout the Trust and can be returned by email to events@york.nhs.uk or by post to Helen Greenley, Events Coordinator, Communications Team, Chair & Chief Executive’s Office, Trust Headquarters, 2nd Floor, Administration Block, Wigginton Road, York, YO31 8HE.

Nominations should reflect work or achievements within the last 12 months, from 1 June 2017 to 30 June 2018 inclusive.

On your nomination form please make sure that you use the ‘official’ team name, location etc. and that individual’s names are spelt correctly, as this information is used for promotional brochures and on the awards.

Receipt of entries will be acknowledged and everyone who is nominated will receive a letter advising them of their nomination.

General Information
Judging panels will be led by either the Chief Executive, a Corporate Director, the Chair, a Non-Executive Director or a Governor.

Award winners will be announced at the evening ceremony on Thursday 18 October 2018 at York Racecourse.
Don't forget...
...nominations close 31 July 2018

Get in Touch

If you have any questions about the Celebrating of Achievement Awards or the nomination process, please contact:

Helen Greenley
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Communications Team

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