



**EAST ANGLIA**



**Annual Practice Awards 2023**

**Royal College of General Practitioners**

**East Anglia Faculty**

**Enclosed:**

**General information**

# How to apply

## Introduction

The following provides information for GPs and their teams who may be considering submitting an application for the

### 2023 Annual RCGP East Anglia Faculty Awards

#### Aims

The Awards offer an opportunity for Primary Care teams to acknowledge their colleagues' excellence and innovation and also for individuals to nominate themselves for an Award.

#### The award process

The Awards process is overseen by a panel of judges made up of members of the RCGP East Anglia Faculty Board. The judges will be looking for documented evidence such as:

- An outstanding contribution to Primary Care
- Innovative ideas
- Commendation by patients and colleagues
- Work carried out beyond the call of duty
- Details of personal qualities

#### Award categories

Awards are available in the following categories:

- **GP Award**
- **Practice Nurse Award**
- **Practice Manager Award**
- **Practice Team Award**

We will also be acknowledging the following successes:

1. New Fellows in East Anglia Faculty
2. New Members in East Anglia Faculty

## **How to apply**

An application form is available on request from the faculty office (eanglia@rcgp.org.uk). The process is very easy and will take a small amount of time to complete. Once the application form is complete, the nominator will need to attach evidence of innovation and excellence described within the form. Examples of such evidence can be found in the application documents for each category.

## **Nominations**

Everyone who is nominated for an Award will be told about the nomination.

After the deadline of **Friday 18 August 2023, 12 noon** the Judging Panel will draw up a short list. Everyone that is short listed for an Award will be invited to attend the Awards Ceremony. They will be invited to bring a party of up to 4 friends/colleagues with them.

The evening is free to attend but places are limited so you must let us know how many will be in your party as soon as you can.

## **Venue**

**Bedford Lodge Hotel, Newmarket CB8 7BX**

## **Provisional Timings**

<b>18.30-19.00</b>	<b>Registration &amp; drinks reception</b>
<b>19:00-19:30</b>	<b>James Dundas Simpson Lecture</b>
<b>19.30-20.00</b>	<b>Awards Ceremony</b>  (Photographs will be used in RCGP East Anglia Faculty newsletters and advertising material. Photographs will not be used for purposes outside RCGP)
<b>20.00-21.45</b>	Buffet Supper for all award nominees and guests (cash bar available)
<b>22.00</b>	<b>Close</b>

**Annual Awards Ceremony will take place on the evening of Wednesday  
13 September 2023**

## Category – GP Award



**Prize: Engraved glass plaque and certificate**

**This award is for the most outstanding contribution to Primary Care service provision or development by a GP in the preceding year.**

Nominations will be judged against the duties of a doctor registered with the General Medical Council, as taken from GMC “Good Medical Practice (2006)”.

### **The duties of a doctor registered with the General Medical Council:**

- Make the care of your patient your first concern
- Protect and promote the health of patients and the public
- Provide a good standard of practice and care
- Keep your professional skills up to date
- Recognise and work within the limits of your competence
- Work with colleagues in the ways that best serve patients’ interests
- Treat patients as individuals and respect their dignity
- Treat patients politely and considerately
- Respect patients’ right to confidentiality
- Work in partnership with patients
- Listen to patients and respond to their concerns and preferences
- Give patients the information they want or need in a way they can understand
- Respect patients right to reach decisions with you about their treatment and care
- Support patients in caring for themselves to improve and maintain their health
- Be honest and open and act with integrity
- Act without delay if you have good reason to believe that you or a colleague may be putting patients at risk
- Never discriminate unfairly against patients or colleagues
- Never abuse your patients trust in you or the public’s trust in the profession
- You are personally accountable for your professional practice and must always be prepared to justify your decisions and actions.

**The Award is open to all GPs, both RCGP members and non members**

To nominate a colleague or to self-nominate for this prize:

Please complete the Application Form and email to with attached evidence to:

[eanglia@rcgp.org.uk](mailto:eanglia@rcgp.org.uk); Closing date for entries – **Friday 18 August 2023, 12 noon**

## Category – Practice Manager Award



**Prize: Engraved glass plaque and certificate**

**This award is for the most outstanding contribution to Primary Care service provision or development by a Practice Manager in the preceding year.**

Submissions should refer to:

- Commitment to patient care
- Innovative ideas
- Evidence of team work
- Details of personal qualities
- Commitment to work schedule and work colleagues. Commendation by patients and colleagues
- Evidence of work carried out beyond the call of duty.

**To nominate a colleague or to self-nominate for this prize:**

Please complete the Application Form and email with attached evidence to:  
[eanalia@rcgp.org.uk](mailto:eanalia@rcgp.org.uk);

Closing date for entries – **Friday 18 August 2023, 12 noon**

## Category – Practice Team Award



**Prize: Engraved glass plaque, certificate and £200**

**This award is for the most outstanding contribution to Primary Care service provision or development by a Practice Team in the preceding year.**

Submissions should refer to:

- Commitment to patient care
- Innovative ideas
- Evidence of team work
- Details of personal qualities
- Commitment to work schedule and work colleagues. Commendation by patients and colleagues
- Evidence of work carried out beyond the call of duty.

**To nominate a colleague or to self-nominate for this prize:**

Please complete the Application Form and email with attached evidence to:  
[eanlia@rcgp.org.uk](mailto:eanlia@rcgp.org.uk);

Closing date for entries – **Friday 18 August 2023, 12 noon**

## Category – Practice Nurse Award



**Prize: Engraved glass plaque and certificate**

**This award is for the most outstanding contribution to Primary Care service provision or development by a Practice Nurse in the preceding year.**

Submissions should include reference to one or more of the following criteria:

- Patient recommendation of a Practice Nursing intervention which has made a significant difference to their health. For example: support with management of a long term condition.

- Demonstrable improvement in health of population beyond QoF— namely to NICE targets
- Improvement in attendance and engagement with all aspects of the population. For example: housebound, homeless.

**To nominate a colleague or to self-nominate for this prize:**

Please complete the Application Form and email with attached evidence to:  
[eanalia@rcgp.org.uk](mailto:eanalia@rcgp.org.uk);

Closing date for entries – **Friday 18 August 2023, 12 noon**