



## **Terms of Reference**

### **CACLP Distinguished Contribution to CL Psychiatry in Canada Award**

#### **Purpose**

This award is presented annually to an individual who, over the course of their career, has made a distinguished contribution to the field of Consultation-Liaison Psychiatry in Canada.

#### **Award Criteria**

Nominees must have demonstrated significant contribution in the form of; clinical work and initiatives, research, education, or administration and advocacy. Preferred candidates for the award will have made contributions in most, if not all, of these categories.

#### **Eligibility**

Nominees must be current members in good standing with CACLP, and have attended at least three CACLP Annual Meetings within the last five years. Additionally, nominees must have presented at a CACLP Annual Meeting or participated on the Board of Directors.

#### **Nomination Process**

Nominations must be received electronically by the annual deadline and include:

- A one-page cover letter written by the nominator, outlining the suitability of the applicant for the award.
- The nominee's current CV.
- Two letters of reference (500 word maximum). At least one letter of reference must be from a CACLP member in good standing.

#### **Review and Adjudication**

Adjudication will be completed by a subset of CACLP members selected annually by the Board of Directors. The recipient will be chosen by consensus from among the nominations. Adjudication shall take place in

camera, and the selection committee has the option to not confer the award in any given year, even if applications are received.

### **Recognition**

The recipient will receive a suitably inscribed plaque in recognition of the accomplishment to be presented during the Annual Meeting. CACLP will maintain an official record of recipients online and at its office.

### **Deadline**

May 1 of each year.

### **Inquiries and Submissions**

All inquiries, questions and submissions should be directed to [caclp@cpa-apc.org](mailto:caclp@cpa-apc.org). Submission must be received electronically, paper submissions will be not be accepted.