

# Clinical Trials BC Awards 2022 Guidance

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# 1. Introduction

The BC clinical trials research community, research teams, stakeholders and patient partners are contributing in impressive and distinct ways to the health and well-being of British Columbians. Their dedication to clinical trials and all aspects of our health have changed lives and improved our community and province. Clinical Trials BC recognizes and honours individuals and organizations that have contributed outstanding and notable leadership and distinguished service/support to the clinical trials community. These organizations and individuals have made a mark and stand out in the clinical trials community.

## 2. Clinical Trials BC Leadership Award

### 2.1. Description

The Leadership Award honours outstanding leaders and advocates for clinical trials at the local, provincial and/or national level. It is awarded to clinical trial leaders who tirelessly educate, mentor, advocate or spearhead projects and programs and strategies that benefit our clinical trials community and whose work has been notable and impactful.

The Leadership Award **aims to recognize excellence in clinical trials efforts and leadership** rather than excellence in clinical trial research, for which there are many other prestigious provincial and national awards.

### 2.2. Selection Criteria

Organizations and Individuals are categories in this Award that are evaluated separately by the Clinical Trials BC Awards Committee using the following criteria for each group.

#### 2.2.1. Criteria for Organization Nominations – Leadership Award

Nominees will be selected based on the description and/or evidence provided in the nomination package that shows how they are contributing to clinical trials leadership in British Columbia. Awardees advocate for clinical trials and positively impact the clinical trials community in BC. The leadership and advocacy work should **exceed the normal expectations of regular practice and should be an inclusive and respectful organization.**

The Awards Committee will consider organization Nominees (Programs or Projects) if they meet any of the following four criteria:

Criteria	Description	Weight
Significant Acts	The leadership work has resulted in a significant act(s) or specific decision(s) advantageous to the clinical trial community.	6/10
Leadership Action	The leadership action(s) or decision(s) advantageous to the clinical trials community were marked by outstanding efforts, processes, or innovation	
Awareness	The leadership work generated awareness among British Columbians or policymakers or the media and/or about the	

	nature of clinical trials, their economic and/or social benefit to our society and community and or citizens.	
Advocacy	The leadership work mobilized grassroots advocacy at the local, regional or community level.	

**Other Criteria for Organizations that will be considered and given weight for any of the following:**

Criteria	Description	Weight
Sharing Knowledge	The organization shares its knowledge of and passion for clinical trials with others through writing, speaking and/or consulting.	4/10
Lead Developing Role	The organization has played a lead role in developing/growing community, provincial or national awareness related to clinical trials and is generally recognized as a leader in this field.	
Stakeholder Participation for Advocacy	The organization actively participates in stakeholder groups dedicated to advancing clinical trials and/or other means of advocating for clinical trials	
Active Championship	The organization has actively championed the clinical trials advocacy tool/program/strategy within their organization.	
Planned Strategies	Leadership efforts that include multiple components that serve to frame an issue, develop alliances, and gather and disseminate data relevant to moving the agenda forward	
Consistent Effort	Consistent effort over a notable period	

**2.2.2. Criteria for Individual Nominations – Leadership Award**

Nominees will be selected based on the description and/or evidence provided in the nomination package that shows how they contribute to clinical trial leadership in British Columbia and/or Canada.

Nominees are leaders for clinical trials and positively impact the community and/or health innovation system in the province by working to educate, motivate, mentor, and promote clinical trial development within the research community. They may also act as decision-makers, promote clinical trials in the BC community, support policy and promote initiatives through effective clinical trials advocacy at the local, provincial and/or national levels.

The leadership work should **exceed normal expectations of regular practice and be inclusive and respectful of the values and personal autonomy of those affected by it.**

Nominees will be considered for the Leadership Award if they meet one or more of the following criteria:

Criteria	Description	Weight
Significant Acts	The leadership work has resulted in a significant act(s) or specific decision(s) advantageous to the clinical trials community. The leadership work has been the primary reason the decision was made, or improvement achieved.	4/10

Leadership Action	The leadership action(s) or decision(s) advantageous to the clinical trials community were marked by outstanding efforts and contributions, process, program development or implementation or establishment of a notable work or body	
Awareness	The leadership work raised awareness among the clinical trials community, the public, policymakers, the media and/or the public about the nature or aspects of clinical trials, its economic and/or social benefit and its critical role	
Advocacy	The leadership work involved representation, mobilized action or elevated knowledge, or improved practices - at the national, provincial, regional or community level.	

**Other Criteria for Individuals that will be considered and given weight:**

Criteria	Description	Weight
Sharing Knowledge	Shares their knowledge of and passion for clinical trials with others through writing, speaking and/or consulting	6/10
Lead Developing Role	Has played a lead role in representing/developing/growing an initiative or community or institute or provincial or national awareness related to clinical trials and is generally recognized as a leader in this field	
Stakeholder Participation for Advocacy	Actively participates in stakeholder groups dedicated to advancing clinical trials and/or other means of advocating for clinical trials	
Active Championship	Has actively championed the clinical trials advocacy tool/program/strategy within their organization or externally.	
Planned Strategies	Leadership efforts that include multiple components that serve to frame an issue, develop alliances, and gather and disseminate data relevant to moving the agenda forward	
Consistent Effort	Consistent effort over a notable period	

### 3. Clinical Trials BC Support/Service Award

#### 3.1. Description

The Service/Support Award recognizes the community-based, volunteer commitment of an individual, organization, company, or agency to improve the research and clinical trials community.

The Service/Support Award is an honour aimed at recognizing **distinguished contribution in clinical trials support or service** rather than occasional volunteer or general acknowledgement for common efforts which are appreciated but for which there are many other forms of thanks and recognition.

#### 3.2. Selection Criteria

Organizations and Individuals are categories in this Award that are evaluated separately by the Clinical Trials BC Awards Committee using the following criteria for each group.

### 3.2.1. Criteria for Organization Nominations – Support/Service Award

Organization (Program, Project) Nominees will be considered if they meet one or more of the following criteria:

Criteria	Description	Weight
Impact	The significant positive impact of the organization in the research and clinical trials community or others through their Service or support activities  OR  Exemplary service of the organization to the research community through active and impactful participation in associations, societies, institutes, and other professional bodies	10/10
Leadership	Exemplary service or support initiative to set the stage for others to follow or participate	
Advancement of Knowledge	Success in advancing understanding clinical trials and research and professionals in society through service or support.	
Contribution	The organization's significant support or service contribution for the advancement of clinical trials through activities that address challenges within the area and/or inspire and mentor the next generation of clinical research teams and professionals.	
Other Factor	Active and notable participation or presence of an organization to foster growth or advancement of the clinical trial community through volunteerism or another form of support or service. This may include volunteer roles with non-profit and charitable organizations; participation in voluntary commissions, boards, or task forces; government administration; or other Service contributions that benefit their community over an extended period.	

### 3.2.2. Criteria for Individual Nominations – Support/Service Award

Criteria	Description	Weight
Impact	The significant positive impact of an individual in the research and clinical trials community or others through their Service or support activities  Or  Exemplary service of the organization to the research community through active and impactful participation in associations, societies, institutes, and other professional bodies	10/10
Leadership	Exemplary service or supportive initiative by an individual to set the stage for others to follow or participate	

Advancement of Knowledge	Success in advancing understanding clinical trials and research and professionals in society through service or support.	
Contributions	An individual's significant support or service contribution for the advancement of clinical trials through activities that address challenges within the area and/or inspire and mentor the next generation of clinical research teams and professionals.	
Other Factor	Active and notable participation or presence of an individual to foster growth or advancement of the clinical trial community through volunteerism or another form of support or service. This may include volunteer roles with non-profit and charitable organizations; participation in voluntary commissions, boards, or task forces; government administration; or other Service or support initiatives or contributions that benefit their community over an extended period.	

## 4. Eligibility for Awards

Nominees for any of the awards may be an individual or organization/company/institution who or which represents or is drawn from a stakeholder group across the clinical trial community: research team members and administration, academia, industry, non-governmental (not-for-profit sector), projects/programs, patient partners, participants, health product consumers and professional organizations.

All nominees must be a Canadian citizen/landed immigrant/permanent resident or a Canadian based or situated organization or program/project with preference to British Columbia.

Nominees have not previously received a Clinical Trials BC Award in the same category.

All nominees must be advocating for clinical trials activities taking place in BC and or within Canada.

Current members of the Clinical Trials BC Awards Committee and Michael Smith Foundation for Health Research Society (Michael Smith Health Research BC) current Board of Directors are ineligible to be nominated.

## 5. Nomination

First Nominators are accepted widely from the clinical trials research community and from the Clinical Trials BC Awards Committee.

A secondary nominator is required for the nomination to be considered and the second nominator cannot originate from a current member Clinical Trials BC's Award's Committee.

Any nomination submitted may be considered for up to two award cycles if it is in the recommended ranking from the previous year.

Nominations must be received within the deadline and must be complete (with minor exceptions to partial missing contact information).

Duplicate or multiple nominations of the same individual or organization are screened and noted in the review minutes. Support letters may be combined to form a single nomination package.

## 6. Governance

The Clinical Trials BC Awards Committee is chaired by an individual appointed by the Clinical Trials BC Unit Director.

The Unit Director appoints the members of the Awards committee.

There may be up to two observers assigned to the awards review process. Observers will witness the preliminary review of the nominations and may observe the committee review.

The Awards Committee ideally comprises 1-2 representative(s) of the Clinical Trials BC Advisory Council and two to three additional representatives drawn from the clinical trials community (staff, supporters, patient partners, other stakeholders). An odd number of committee members should be assigned. They must be available to conduct reviews from January 27 to February 27, 2022, and for one to two meetings on March 3, 2022, and March 10, 2022 (second meeting if necessary).

The Committee Chair is responsible for the 'call for nominations,' preliminary evaluation of the nominee applications, chairing the review process, committee meetings and forwarding the recommendations of the Awards Committee on the recommended award recipients to the Clinical Trials BC Unit Director.

The Clinical Trials BC Unit Director is responsible for the approval process and handles any protests, complaints, inquiries of process.

## 7. Process and Timing

The Clinical Trials BC Awards Chair will open the nomination process and make applications available by December before the Award.

### **The nomination deadline for the 2022 Awards by end of day January 18, 2022**

On an annual basis, Clinical Trials BC will recognize an **individual or organization** who/which has made **outstanding and notable efforts in each award category**

Clinical Trials BC reserves the right not to select an award recipient in a given year or name more than one award recipient in a given year in either award category.

The Clinical Trials BC Awards Committee will make its recommendations based on evaluating the nomination packages received. Each nomination package will include a completed form outlining the nominee's and nominators' contact information, two letters of recommendation from two nominators, and a comprehensive description of an organization/company/institution/program or project.

**The Clinical Trials BC Awards Committee conducts the selection process, including the reviews. The process is outlined in a procedure, and the process is documented and filed.**

The committee via the Chair will provide their recommendation to the Director of Clinical Trials, and the award recipients will be notified following the formal approval of the recommended nominees.

The Award will be presented at Clinical Trials BC's Annual Awards Presentation in May of the same year. The name of the award recipients will be kept confidential until the awards are presented.

## **8. Reporting the Award Recipients**

Clinical Trials BC will promote and publicize the award, the recipient's accomplishments, and contributions to clinical trials in BC, and the award event itself through its website, video, photographs, social media, local publications, and networks. Clinical Trials BC may organize speaking engagements, interviews, posts, and other opportunities to promote/profile the Award recipient's accomplishments.