

ARTP Honorary Fellowship Nomination Guidance

ARTP Honorary Fellowship represents the highest expression of recognition for sustained advancement of respiratory and sleep science or respiratory and sleep medicine. Honorary Fellow membership recognises outstanding performance by a member of the respiratory and sleep community whose career has been distinguished by a continued commitment to excellence in science, research, and leadership. Leadership will have been demonstrated by the individual's scientific achievements and sustained commitment to building ARTP as a vibrant organisation adapted to future needs. Additionally, the award recognises efforts in support of colleagues and mentoring of young scientists.

Nomination Guidance

To be considered for ARTP Honorary Fellowship, nominations must have been made by a nominator who is a current Full, Honorary or Fellow member of ARTP. Anyone wishing to be considered as a nominee themselves must be supported by a formal nominator (not open to direct application).

Nominees:

- Must be at an appropriate stage in their career and have made sustained advancement to the respiratory and sleep science community.
- May be individuals external to ARTP (may be drawn from outside of the profession, provided that their contribution aligns with the ARTP's strategy).
- Have significantly supported the profession or the ARTP's objectives through advocacy, collaboration, research, education, innovation or public impact.

A nominee's work must also be evidenced through a written nomination using the nomination form and relating to the nomination guidance.

The nomination must be a clear written statement of approximately 400-600 words supporting the view that the work of the nominee fulfils the mission, vision and objectives of the ARTP wholly or in part. This should include evidence of:

- The nominee's excellence in their career in respiratory and sleep science or respiratory and sleep medicine at a local, national and international level.
- How the nominee has promoted or demonstrated the values and behaviours expected within respiratory and sleep science or respiratory and sleep medicine.
- How the nominee's achievement has gone above and beyond their normal job role.
- How the nominee has made an impact within their specialist field.
- How the nominee's work has benefited patients, families, communities, the wider population, or colleagues.

Members of the ARTP Executive Board and Council may not be considered for an award during their time in office.

A nominee considered one year but not given the award is eligible for nomination and receipt of the award in future years.

Nomination Criteria

The ARTP Fellowship Panel shall meet following the nomination deadline and individually score each nomination that meets eligibility criteria based on supporting evidence provided from 1-5 (1 – low score, 5 – high score), for each of the following areas:

Career Excellence: Has the nominee demonstrated excellence in their career in respiratory and sleep science or respiratory and sleep medicine at a local, national, and international level?

Values and Behaviours: Has the nominee promoted or demonstrated the values and behaviours of a respiratory and sleep scientist in their work, such as professionalism, integrity, and a commitment to patient-centred care?

Exceeding Job Role: Has the nominee's achievement gone above and beyond their normal job role, demonstrating exceptional dedication, initiative, and leadership?

Impact: Has the nominee made an impact beyond their immediate team or department, such as benefiting patients, families, communities, the wider population, or colleagues?

Evidence: Is there appropriate and compelling evidence provided in support of the nomination, such as testimonials, data, or other relevant documentation?

On completion of individual scoring, scores will be collated and recommendations for awardees will be made to the ARTP Executive Board. While there is no set quota, the number of Honorary Fellow members elected in a given year is unlikely to exceed three.

The decision of the ARTP Executive Board shall be final. Any matter not set out in these principles, such as the specifics of the criteria used in making the award, are left to the discretion of the ARTP Executive Board. Any grievance related to the nomination evaluation process are encouraged via the ARTP Complaints Policy for formal investigation and response.

Presentation of the Award

There is no set threshold for the number of ARTP Honorary Fellowships awarded each year, although it is unlikely to exceed 3.

While possible nominees are to be considered every year, no awards will be made if the Nominations Committee or Honorary Fellowship Panel decides that none of the nominations in any given year meet the established criteria.

ARTP awards will be announced and presented at the ARTP Annual Conference gala dinner and will consist of a physical award (usually engraved glass) and are accompanied by a certificate of recognition. Unsuccessful nominees will receive a certificate in recognition of being nominated by their peers and achieving excellence in their career.

ARTP Honorary Fellowships are awarded for life and therefore no membership or fee obligations will apply thereafter the award is made. The title may be revoked in exceptional circumstances in line with the ARTP Fellowship Policy.

Please return your completed form to conference@artp.org.uk