

# The Margaret Tobin Award

## Terms of Reference



<b>Authorising Committee/ Department:</b>	Board
<b>Responsible Committee/ Department:</b>	Awards and Recognition Committee
<b>Document Code:</b>	TOR MOP The Margaret Tobin Award

### Description

The Margaret Tobin Award was established in 2003, as a tribute to the memory of Dr Margaret Tobin who was tragically killed on 14 October 2002. Dr Tobin was passionate about high quality mental health services – the kind of services which have, at their centre, people with mental illness and their families. The Award is designed to honour special achievement in administrative psychiatry.

### Eligibility criteria:

The Award is made to an RANZCP Fellow who has made the most significant contribution to administrative psychiatry, working predominantly in the area of mental health in Australia and New Zealand over the preceding five years.

The Award may be made to one person or shared by two or more persons or, if there are no suitable applicants, the Award will not be made in that year.

Previous recipients of the Award will not be eligible to receive the Award on a further occasion within a period of five years from the year of the previous Award.

### Form of Award:

The Award comprises a plaque plus support for the recipient to attend the RANZCP Congress (travel, accommodation and Congress registration) in that year. The recipient is invited to present their work at the Congress as the 'Margaret Tobin Oration', designated as a keynote address within the Congress program.

### Frequency:

The Margaret Tobin Award is presented annually, if there is an appropriate nomination.

### Application / nomination process:

Applications for the Award may be made by Fellows on their own behalf, or nominations may be made by colleagues.

There is no application form for the Award. Applications / nominations must be in writing and include a statement of the nature of the involvement of the nominee in administrative psychiatry, a list of their achievements, and may also include letters of support from appropriate persons.

Applications / nominations must be sent to:

Membership Services  
RANZCP  
309 La Trobe Street  
Melbourne Vic 3000  
AUSTRALIA

**Contact Information:**

Please contact +61 (0)3 9640 0646 or email [awards@ranzcp.org](mailto:awards@ranzcp.org).

**Selection process:**

The Selection panel will consider the nature of the involvement of the nominee in administrative psychiatry, the nominee's contributions of international repute, as well as the importance of their work to the field of study, in making a recommendation for the Award.

**Selection panel composition:**

The Selection Panel shall consist of the Chair of the Awards and Recognition Committee, the President, a representative from the Section of Leadership and Management and two Past Presidents (if such a number be available). The Selection Panel will have the power to co-opt members of the RANZCP Board, if necessary, to total an odd number of five members.

At least one member of the Selection Panel must be from Australia and at least one from New Zealand

In the case of a declared conflict of interest, the Chair of the Selection Panel should advise possible alternate arrangements. In the case where the Chair of the Selection Panel declares a conflict of interest, and it is not possible/feasible to make alternate arrangements, the decision should be deferred to the rest of the Selection Panel.

A majority of the Selection panel will need to agree that one of the submitted nominations is sufficiently meritorious, for the Award to be made that year. If necessary, the Chair shall have both a deliberative and casting vote.

**Revision Record Footer**

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**Contact: Manager, Membership Operations**

<b>Date</b>	<b>Version</b>	<b>Approver</b>	<b>Description</b>
<b>19/11/2015</b>	1.0	B2015/7	Updated to reflect correct terminology and processes.
<b>10/02/2018</b>	1.1	B2018/1 R14	Updated to reflect correct terminology and processes.
<b>11/08/2018</b>	1.2	B2018/5 R21	Updated to include a SLAM representative and reduction of Past Presidents from three to two.
<b>1/2020</b>			<b>NEXT REVIEW</b>