**The Award of the title**

**'Honorary Fellow' of the**

**Centre for the Advancement**

**of Interprofessional Education**

**Introduction**

An Honorary CAIPE Fellowship is a prestigious award to an individual who is a CAIPE member that has made long term significant and outstanding contributions to Interprofessional Education and Collaborative Practice (IPECP), collaborative person-centred practice and CAIPE. When first envisaged the Award was intended to be a living thing that would need to respond to change and encompass this change rather than be set in stone. The Award is made as a celebration of the growth and longevity of CAIPE.

It is awarded in anticipation that the individual will engage and continue with on-going activity with and for CAIPE as long as they remain a CAIPE member.

An Honorary CAIPE Fellow will join a community of practice with other Fellows in supporting the CAIPE Board and Working Groups in achieving the aims of CAIPE and the Principles of IPECP following values where interprofessional education and collaborative practice:

* Focuses on the needs of individuals, families and communities to improve their quality of care, health outcomes and wellbeing;
* Applies equal opportunities within and between the professions and all with whom they learn and work;
* Respects individuality, difference and diversity within and between the professions and all with whom they learn and work;
* Sustains the identity and expertise of each profession;
* Promotes parity between professions in the learning environment;
* Instils interprofessional values and perspectives throughout uniprofessional and multiprofessional learning.

[CAIPE (2011) Principles of Interprofessional Education (Barr, H. & Low, H.)](https://www.caipe.org/resources/publications/barr-low-2011-principles-interprofessional-education)

Whatever the work situation, being awarded a CAIPE Honorary Fellowship will:

* Provide recognition with personal and organisational standing.
* Raise the profile of CAIPE
* Provide leverage for continued CAIPE Corporate Membership

Guidance on process and procedures is given below for the award of 'Honorary Fellow' of the Centre for the Advancement of Interprofessional Education. This is followed by general information on the nomination of Honorary Fellows.

The title of Honorary Fellow is awarded by the CAIPE Board on the recommendation of a specifically appointed panel for the purpose. The CAIPE Honorary Fellow Nomination Committee, whose members should usually have more than 5 years of interprofessional experience, will be: President, Chair, Vice Chairs, Lead Research Group, Lead International Group and a representative from the current Honorary Fellows Group.

The committee will consider applications that are supported by nomination by two members of CAIPE and the presentation by the nominee of supplementary evidence of meeting the award criteria.

**Award Criteria**

Candidates should have made an outstanding contribution (in either a national or international context) – to the enhancement of interprofessional knowledge and its application to society; through for example educational practice, consultancy, scholarship/research, policy development, or collaborative practice in health and social care that seeks to improve the outcome of patients, service users, carers, families and communities.

Candidates are judged against the following criteria. Although candidates should demonstrate their overall contributions by responding to all five criteria below, it is mandatory to complete criterion 1. Candidates are then required to choose two more criteria to complete in more detail to demonstrate best their professional profile.

**Criterion 1)**

This is mandatory for all candidates to complete in detail. Significant contributions to **organisational support of CAIPE** and its strategic aims and/or wider development.

**Criterion 2)**

A national or international reputation as an **educator** and/or **mentor** as exemplified by contributions to the development of interprofessional education and pioneering developments in pedagogy that supports interprofessional education.

**Criterion 3)**

National or international standing of the individual in the context of the development of collaborative working in health, social care and/or other relevant field through **practice** and/or **consultancy**.

**Criterion 4)**

**Leadership** relevant to the vision, values and strategic development of policy (local, national or international) in the development of interprofessional education and/or collaborative working in health and social care and/or another relevant field.

**Criterion 5)**

National or international standing of the individual as a **researcher** in interprofessional education and/or collaborative working in the fields of health, social care or another relevant context.

**Expectations of an Honorary Fellow.**

Nominees are expected to have a record of achievement that ensures that they can maintain the standard of excellence and distinction associated with the award in the field of interprofessional education and/or collaborative working and practice. They may choose to contribute to this work either as an individual, or as an active member of a Fellows group that contributes to CAIPE’s strategic plan (CAIPE Strategy Document 2017-2022). The work should include one or more of the following activities:

* Promotion, development and/or support of interprofessional work-based activities
* Informing national and international policy
* Promotion, development and/or support of IPE research and evaluation
* Promotion and provision of relevant publications, training material etc
* Encouraging the creation of new knowledge
* Involvement in local, national and / or international communities of interprofessional practice and education
* Actively developing, promoting and delivering the work of CAIPE
* Representing, promoting, developing and supporting CAIPE, both nationally internationally.
* Actively promoting, developing and supporting service users in education, research and other interprofessional activities.

In applying the criteria, the following guidelines may be helpful:

i) The candidate should provide evidence as specified regarding the criteria above. A candidate must be outstanding in at least one of the completed criteria and have substantial strength in at least one other.

ii) The criteria should be interpreted in the light of peer group standards applicable to CAIPE's area of expertise.

**Process for the award**

a) Applicants will be members of CAIPE and the award is made in anticipation that the individual will continue with on-going activity with and for CAIPE and as long as they remain a CAIPE member.

b) Applicants may apply directly for the award but seek the support of two named CAIPE members to act as nominators. Alternatively, two CAIPE members may approach someone they wish to nominate.

c) Applicants should submit the nomination form that will incorporate a statement supported by evidence, on how they satisfy the selected criteria. The form should be signed by two nominees to signify their support of the application.

d) Applications for the award will be invited once a year. Selection is by the CAIPE Nomination Committee process:

* Invitations to apply for the award will be promoted 6 months prior to a closing date via the CAIPE website and emails to individual and corporate members.
* The application will consist of a fully completed nomination form including accompanying evidence as appropriate.
* Applications will be submitted electronically to: admin@caipe.org or by hard copy to: CAIPE, PO Box 680, Fareham, PO14 9NH.
* A nomination committee will be appointed by the CAIPE Board to provide independent, objective views of the application.
* Candidates will be notified of the date when the Nomination Committee will make its recommendations to the CAIPE Board. The Committee may determine that an award should be recommended, or that further information should be obtained or that an award should not be made.
* Candidates will be advised of the Committee's decision verbally as soon as possible after the meeting and formally in writing thereafter.
* The proceedings of the Nomination Committee will be confidential. Unsuccessful candidates will have no right of appeal and the Committee will offer appropriate guidance on future applications.

e) Successful applicants will be entitled to use the title 'Honorary Fellow' of the Centre for the Advancement of Interprofessional Education

f) Honorary Fellows are expected to maintain the standards of excellence and distinction associated with the title

g) The designation of the award shall lapse automatically if the holder is no longer a member of CAIPE.