

Rules, Ts & Cs

Definition of primary healthcare provider

A person or team working in healthcare who is involved in delivering that care in the community, rather than in a hospital. This may include initiatives to increase safety, promote wellness or treat illness.

1. Key dates:

- a. Entries close 10pm, 15 November 2020.
- b. All finalists will be advised no later than 1 April 2021
- c. Finalists will be invited to the awards evening on 15 May 2021, where the winners will be revealed.

2. Entry criteria: At the time of entry, you will need to supply all of the following within your online entry form

- a. 80-word summary of why your entry is a winning entry
- b. A high resolution (minimum 2MB) colour image of your project, team or yourself (dependent on category entered). A logo is not an acceptable replacement.
- c. An .eps file of your company logo, if applicable
- d. A list of names and companies of the contributors to a submission (unfortunately we cannot attribute job titles).

3. Marketing and promotion:

- a. All information within your entries, excluding commercially sensitive information, may be used for to market and promote the Award. Information contained in the finalists' entries may be use for promotion or displayed during the Award's evening. **Any information within the entry deemed confidential must be clearly indicated within the entry submission.**
- b. Finalists agree to have their photos used for New Zealand Primary Healthcare Awards | He Tohu Mauri Ora publicity.
- c. By submitting your entry or nomination, you agree to be interviewed for promotional and/or editorial coverage.
- d. Sponsors may receive your name/contact/entry information unless you specifically request that they do not receive it using the tick box at the end of the terms and conditions.

4. Judging

- a. Information provided in any entry or nomination will be held by The Health Media and seen by a selection of judges for the purpose of assessing the applications.
- b. All judges will sign a confidentiality agreement and a conflict of interest disclosure form.
- c. The judges reserve the right to re-assign any entry if it is believed to be more appropriate within a different category.
- d. Judges decisions are final. No correspondence or discussion will be entered into.

- e. Judging of the award categories is undertaken without reference to the sponsors or event promoters.

5. Entry criteria

- a. Entry is open for projects and staff employed in New Zealand. Projects must be New Zealand based.
- b. The awards are open to all people working within the broad category of primary healthcare/community health services as described in the definition of 'primary healthcare provider' above. If a provider works outside of primary healthcare, their project must be a collaboration with primary healthcare, ie, have primary healthcare members' input.
- c. Entries can be submitted by individuals, teams or organisation, but only one trophy and one certificate will be given per winning entry.
- d. One named individual per finalist entry/nomination will be given a contribution towards travel and accommodation plus two tickets to the gala awards event.
- e. The projects and initiatives described in entries must have been completed within the previous 15 months – 15 August 2019 to 15 November 2020, but may have run over a number of years. Exceptions will be given in the award description.

6. Process:

- a. All entries must be completed online and all entrant details are to be correctly filled out.
- b. All sections in the entry/nomination form must be completed and specific examples provided for each criterion listed.
- c. All entries will receive email confirmations. If you do not receive a confirmation email, it is your responsibility to follow this up as the entry was not received.
- d. Submissions will not be accepted if they are in a different format from the above.
- e. *Community pharmacy technician* of the year entry forms are available online at nzphawards.awardsplatform.com or from ProPharma key account managers. These entries must be completed, scanned and uploaded into your online entry or downloaded as an editable version from the website, then re-uploaded as part of your digital entry form.
- d. Entries must adhere to the strict 1000 word maximum, and must contain all the relevant data, be particularly detailed and with full results. Any extra wording will not be read by the judges.
- e. Nominations must comply with entry rules and time deadlines.
- f. All information contained in an entry should be a fair and accurate representation.

7. Limitations:

- a. You may enter as many categories as you like, but with separate and unique entries and projects. **Multiple entries with the same project are NOT permitted.**
- b. Entrants nor nominators may not submit the same project that has won within the last five years. However, you may nominate someone or submit an entry for team(s) or

organisation(s) that have won in the past five years for new or different projects or initiatives.

- c. **Entries may be disqualified if it is in breach of any of the above terms and conditions.**

I confirm that my nominated entry and I are of good professional standing and are not subject to any complaints or investigation that may bring ill repute to the New Zealand Primary Healthcare Awards | He Tohu Mauri Ora, its judges, finalists and/or its sponsors. If you or your nominated entry are involved in complaints or investigation, you must upload a separate document explaining the situation with your entry (no more than 300 words). Failure to do so may result in disqualification.

I have read and agree to the Terms and Conditions listed above.