



## **Innovative Format Award**

This award recognizes outstanding innovation in the delivery format of a continuing education activity that does not meet the definition of any of the other award categories. The activity may or may not be designated for CME/CE credit.

*\*The educational activity must have been initiated between January 1, 2021 and July 31, 2022 and have reportable educational outcomes to show its effectiveness.*

### **Complete Online Application Contents**

To be considered complete, please make sure your application includes the following:

- Applicant information;
- Nominee information;
- Award narrative & appendix;
- Verification statements that: 1) nominees represent the organizations referenced in the application, and 2) if applicable, commercial support was received in accordance with recognized standards (ACCME, ACPE, ANCC, Joint Accreditation, AdvaMed, PhRMA Code, OIG/FDA) and verification of disclosure to learners (page from brochure, syllabus, etc.);
- Nominator Acknowledgement; and
- Submission Agreement.

### ***Award Narrative & Outcomes Appendix***

The narrative and appendix you prepare as part of your application must meet the following criteria for content and formatting:

- Include a description of the initiative limited to **three pages**, not including attachments (acceptable attachments listed below), and should include the following sections:
  - A brief introduction/summary of the initiative
  - A description of how the practice gap was identified and why there was a need for this educational activity to be implemented
  - A description of how the format was implemented, which includes information on how it was linked to the gaps, needs, objectives, and anticipated outcomes. Make sure to identify the underlying driver for the innovation. Provide detailed information regarding the responsibilities and contributions various partners involved if this was a collaborative project.
  - How the initiative and its various components are linked to the Alliance's National Learning Competencies
  - How the initiative was supported (to include internal budget allocations, educational grants, and in-kind support)
  - A description of the impact of the project

- For example, provide practical, quantifiable information, which addresses the significance of the innovation in tangible terms. This can be accomplished by including an Evaluation Appendix
    - Recommendations for next steps (needs assessment of something uncovered in the activity, additional educational activities/initiative, collaborations/partnership, presentation or publication of results)
  - Submissions should include:
    - Why this initiative provided a significant contribution to the field
      - Describe why this project was needed to achieve the goals and learning objectives of the educational activity. With emphasis continually being placed on streamlining internal processes and effectively bringing activities to market, it should be articulated as to what consequences would have happened if this activity wasn't implemented.
      - Describe the potential for future impact this activity might have, what would be done differently, and/or what other formats may come from this.
      - Explain how this format can influence other individuals and/or organizations to implement a similar type activity.
    - Lessons learned (e.g., drop off rates, cost/effectiveness ratio, feedback from faculty, staff, or collaborators, how were/will the lessons be applied to own setting), including opportunities for future initiative development
  - Be a maximum of **twelve total pages** (comprised of a narrative of no more than three pages; appendix of no more than nine pages), in PDF format with one-inch margins on all sides and no smaller than Arial 11-point font
    - Attachments
      - **REQUIRED: three (3) PAGE MAXIMUM:** Documentation that the individual components described occurred (copies of promotional material, links to online components, photographs, etc.).
      - **REQUIRED: two (2) PAGE MAXIMUM:** Summary of overall evaluations and how they relate to the innovative format of the initiative. Data linking desired changes to achieved evaluation results, including the number of individuals who completed the activity. **DO NOT INCLUDE** pre-test/post-test/satisfaction data in your survey results.
      - **REQUIRED: one (1) PAGE MAXIMUM:** Listing of the roles of each partner in the initiative, especially that of the nominee.
      - **REQUIRED: one (1) PAGE MAXIMUM THAT INCLUDES STATEMENTS INDICATING THE FOLLOWING:**
        - The accredited provider(s) must attest that all components complied with the ACCME's Standards of Commercial Support™.
        - Verification that nominees represent the organizations responsible for the initiative and its components will occur.
        - Verification that the initiative has not been nominated for another Alliance award given at the same annual conference.

### ***Evaluation Criteria***

In evaluating nominees in this category, the Selection Panel will consider a number of different aspects, including:

- Accuracy and completeness of application;

- General activity information, including target audience, purpose and nature of innovation, and clear process and metrics;
- Depiction of why the submitted format is outstanding and deserving of recognition, including innovative elements, stated impact or defined reach, and creation of new model and/or structured approach;
- Knowledge transfer potential or practical application, including ability to replicate and/or apply key learning, contribution to the field, and meaningful insights that build on existing body of knowledge;
- How the initiative and its components are linked to the Alliance’s National Learning Competencies;
- Potential measurable outcome(s) that can be translated to an Annual Conference storyboard and/or publishable manuscript;
- Lessons learned, limitations and opportunities for future initiative development;
- Description of why the submitted activity meets this category and does not qualify in any other category;
- Significant contribution to the CE community or the patient; and
- Impact of this activity, how healthcare professionals/team/patient was impacted and/or the potential for future impact).

***Conflict of Interest Mitigation***

Award Selection Panel members, including committee chairs, shall recuse themselves from discussions and decisions involving nominations for which they are an employee of the nominee and/or a covered entity financial supporter of the nomination.

***Recognition***

The award will be presented to the winning qualified applicant at the 2023 Annual Conference (Feb 6-9, 2023). The winning applicant will receive a plaque, one complimentary annual conference registration, the opportunity to submit an e-poster, and the option to submit an *Almanac* article about the project.