

# 2020 RACGP AWARDS

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**VIC**

## General Practice of the Year Award 2020

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**Nomination form**



**RACGP**

Royal Australian College of General Practitioners

## Nomination form

### About the award

The General Practice of the Year Award is designed to recognise practices for their approach to patients' health and wellbeing. A winner will be chosen from each state, and one national winner will be chosen from amongst the state finalists.

The General Practice of the Year (nominee) may be nominated by a member of the medical profession, a member of the general public, a member of a regional training provider or division of general practice etc.

This award will be judged on the following criteria:

- the current accreditation status of the practice; nominations will only be accepted for this award where the relevant practice is an accredited practice
- the structure of the practice, including facilities for both patients and staff
- the services provided to patients by the practice (eg. patient education materials, health promotion, preventative care, reminder systems)
- delivery of services to patients by practice staff
- an outline of what differentiates the practice from other practices
- details of current involvement in general practice teaching.

*Important note: Practices which have been awarded the RACGP General Practice of the Year Award in the past, cannot be considered for this award again until a period of 10 years has elapsed.*

### Nominations must be received by Friday 14 August 2020, 5.00 pm AEST

For details and criteria on this and other RACGP awards, please refer to the relevant terms of reference available on the RACGP website at [www.racgp.org.au/the-racgp/governance/organisational-policies](http://www.racgp.org.au/the-racgp/governance/organisational-policies) (Awards of the Board) and [racgpawards.org.au](http://racgpawards.org.au).

### Nominee

Please complete as many identifying details as possible.

It is highly recommended that the nominators do not discuss their nomination with the intended nominee.

Practice name

Address

Suburb

State

Postcode

Country

Telephone

Fax number

Mobile number

Email

Office use

RACGP No. (if known)

## Nominator

One nominator is required for each nomination.

Nominator's name

Address

Suburb

State

Postcode

Country

Telephone

Fax number

Mobile number

Email

Supporting comments

Office use

RACGP No. (If applicable)

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## Section A–H

Please complete as many sections as possible in section A–H. If you are unable to complete a section, please leave it blank.

*Note: nominees for this award category must have at least one current RACGP member within the practice who will receive the award on behalf of their practice.*

Name of GP/RACGP member

RACGP No. (if known)

Telephone

Fax number

Mobile number

Email

## Section A

Names of GPs in the practice and their RACGP membership

Name of GP/s at the nominated practice

RACGP No. (if known)

Office use only  
Current unconditional medical  
registration with AHPRA confirmed

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## Section B

Current accreditation status of the nominee's practice

Date of accreditation

Name of accrediting body

Evidence of accreditation attached

Comments (if any)

## Section C

Details of any previous or current involvement in a general practice training program as a training practice (approx. 300 words)

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## Section D

Describe the structure of the practice including facilities for patients and staff (approx. 300 words)

## Section E

What services does the practice offer patients? Eg. patient education materials, health promotion, preventive care, reminder systems (approx. 300 words)

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## Section F

Describe how the doctors and practice staff deliver these services to patients

## Section G

Describe one outstanding aspect that differentiates the practice from other practices and makes it worthy

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## Section H

Additional comments

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## Supporting documentation

You may wish to attach the following suggested documentation in support of this nomination:

- a copy of a current accreditation certificate
- floor plans of the practice
- photographs
- newsletters or brochures
- any supporting documentation from the practice staff members, patients and community organisations.

Documentation accompanying the nomination will not be returned, please only send copies.

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**Please return the completed nomination form and supporting documentation via one of the following two methods by Friday 14 August 2020, 5.00 pm AEST:**

- via email to [awards@racgp.org.au](mailto:awards@racgp.org.au) or
- via post\* to:  
The Royal Australian College of General Practitioners  
Attention: Marianna Loft – Awards Secretariat  
RACGP House, 100 Wellington Parade  
East Melbourne, Victoria 3002

\*Entries must be postmarked on or before Friday 14 August 2020.

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For all enquiries relating to this and other RACGP awards, please call Marianna Loft on 03 8699 0550, or email [awards@racgp.org.au](mailto:awards@racgp.org.au).