

Terms of Reference

The College Medal of Honour



DESCRIPTION

The College Medal of Honour (the Award) was established in 1987 and is the RANZCP's highest and most prestigious award. This lifetime achievement award recognises the most distinguished and meritorious service, from an individual Fellow, linked to advancing the psychiatric profession and the mental health of our Australian or New Zealand communities.

ELIGIBILITY CRITERIA

The College Medal of Honour is made to a RANZCP Fellow who has demonstrated the highest levels of sustained contribution and achievement, recognising the exemplary leadership, significant contributions and impact on advancing the practice of psychiatry, over a minimum of ten years. Recipients need not necessarily have held College office.

The Award may be made to only one person in any one year other than in exceptional circumstances or, if there are no suitable nominations, the College Medal of Honour will not be made in that year.

Previous recipients of the College Medal of Honour will not be eligible to receive the Award on a further occasion.

Periods of extended leave (e.g. parental leave) may alter the period of eligibility and can be taken into account by the Selection Panel. Relevant information should be outlined within the submission.

FORM OF AWARD

The Award comprises a framed citation and an engraved medallion, plus a complimentary registration for the recipient to attend the RANZCP Congress in that year, where they will have the opportunity to present and share their career perspectives.

The recipient is also invited to attend the College Ceremony at the RANZCP Congress where the Award will be presented.

FREQUENCY

The College Medal of Honour is presented annually, if there is an appropriate nomination.

NOMINATION PROCESS

The College Medal of Honour is given by nomination only. Nominations may be made by any two members of the RANZCP, setting out the nominee's contributions and achievements and how they have demonstrated sustained, distinguished and meritorious service which has advanced the objectives of the College.

Nominations for the Award must be made in the manner specified by the RANZCP.

SELECTION REQUIREMENTS

The Selection Panel will consider the nominee's contributions and achievements that are linked to the core purposes and objectives of the College.

SELECTION PANEL COMPOSITION AND OPERATION

The Selection Panel shall consist of the Chair of the Awards and Recognition Committee (Convenor), the President, two Past Presidents (if such a number be available) and a previous recipient of the College Medal of Honour. The Selection Panel may co-opt RANZCP Board members, if necessary.

At least one member of the Selection Panel must be from Australia and at least one from New Zealand. If no selection panel members are from New Zealand, then a New Zealand Board Director or the Chair of the New Zealand National Committee will replace the second past president. Achieving appropriate diversity, including gender balance, will also be considered when forming the Selection Panel.

Involvement in the Selection Panel may include a meeting with other panelists to review the candidates and come to an agreement on the winner, after review scoring has taken place.

It is the responsibility of all members of the selection panel to comply with the [RANZCP Declaring and Managing Conflict of Interest Guideline](#) and to promptly take appropriate action to effectively manage the conflict of interest. In the event that a conflict of interest is identified:

1. the Chair will be responsible for addressing the conflict and taking appropriate steps to ensure the integrity of the selection process is maintained; or
2. where the Chair declares a conflict of interest, and it is not possible to make alternative arrangements, the decision will be deferred to the remaining members of the selection panel.

FINAL DETERMINATION

The panel is responsible for recommending to the RANZCP Board a person for receipt of the Award and will only do so if they are unanimous in their recommendation. The recommendations should be in writing and should outline the reasons for such nomination. The Board will have final determination for this Award.

SPECIAL CONDITIONS

To ensure preservation of its prestigious status an upper limit of fifteen living holders or one per cent of the membership (whichever is the higher) is set.

Revision Record

Contact:	Executive Manager, Membership, Events and Publications		
Authorising Body:	Board		
Responsible Committee:	Awards and Recognition Committee (ARC)		
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Date	Version	Approver	Description
19/11/2015	1.0	B2015/7	Updated to reflect correct terminology and processes.
10/02/2018	1.1	B2018/1 R14	Updated to reflect correct terminology and processes.
August 2019	1.2	Coordinator, Membership Services	Updated clarify nomination process.
15/03/2025	1.3	B2025/5	Updated following in depth committee and Board review of the top six College awards, including review by a CCC and CfR member and a Past President.
NEXT REVIEW: 2028			