



The Courage Fund

The Courage Fund
c/o National Healthcare Group
6 Commonwealth Lane
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Singapore 149547
Tel: 6471 5933 Fax: 6471 2171
couragefund@nhg.com.sg

17 January 2008

Mr Ng Cheng Tiang
President
Pharmaceutical Society of Singapore
2 College Road
Level 2 Alumni Medical Centre
Singapore 169850

Dear Mr Ng

Healthcare Humanity Award 2008

We are pleased to invite your organisation to nominate any deserving healthcare worker for the Healthcare Humanity Award 2008.

First, we would like to provide a little background on The Courage Fund and the Healthcare Humanity Award.

The Courage Fund was set up during the SARS crisis in April 2003 in honour of our healthcare workers in Singapore who fought bravely in the battle against SARS. Although the SARS crisis is now behind us, the Fund hopes to continue to pay tribute to healthcare workers who are outstanding role models as caregivers. The Award is also intended to raise the public profile of healthcare workers and enhance the prestige and respect for the profession.

To date, a total of 183 Healthcare Humanity Awards have been given out to honour our outstanding healthcare workers since 2004.

The Award is an annual event. We are now inviting nominations for the Award 2008.

The criteria for the Awards and the nomination procedure are given in the enclosed Nomination Form. We would greatly appreciate it if your organisation could help disseminate this information to your members, perhaps by posting the information on your organisation's website or by direct mailing to your members.

Closing date for nominations is 29 February 2008.

For any clarification or assistance, please contact my colleague Ms Tan Poh Sim at telephone 6496 6876 or fax 6496 6871 or email couragefund@nhg.com.sg or you may reach me at telephone 6496 6818 or email jacqueline_chin@nhg.com.sg.

Yours sincerely,

Jacqueline Chin
On behalf of THE COURAGE FUND

The **COURAGE FUND**

Healthcare Humanity Award



Notes & Instructions for Nominations

The Courage Fund Healthcare Humanity Award is a continuing legacy to the Courage Awards that were given out to healthcare workers in year 2003, to recognise them for their extraordinary courage and selfless contribution in the fight against the Severe Acute Respiratory Syndrome (SARS) outbreak that threatened the entire nation in year 2003.

Going forward from year 2004, the Healthcare Humanity Award will be given out to healthcare workers who are inspirational role models who exemplify the values of courage, extraordinary dedication, selflessness, steadfastness in ethics, compassion and humanity. These values underscore that healthcare is a noble profession, and not merely a job. The Award will be given out annually and will enhance the image, prestige and respect for the healthcare profession.

Definition of Healthcare Worker

For the purpose of the Award, a healthcare worker is defined as "any person whose job involves providing **patient-care services** or **essential ancillary patient-care related services**, that has impact on the quality of care for patients."

The person may be :

- employed by a healthcare institution/provider (including government-restructured hospitals, private hospitals, community hospitals, step-down nursing care facilities and private clinics); or
- employed by a sub-contractor company engaged by a healthcare institution/provider to provide patient-care or essential ancillary patient-care related services; or
- employed by an independent contractor company that provides essential ancillary patient-care related services; or
- self-employed as a healthcare provider.

With the above definition, healthcare workers include doctors, nurses, allied health professionals, healthcare attendants, general practitioners, medical locums, ambulance drivers, contracted cleaners in the hospitals/clinics, etc. Backroom administrative staff who do not provide patient-care or essential ancillary patient-care related services are excluded.

Qualifying Criteria

The nominee must be a healthcare worker who exemplifies several of these values :

- **Courage**
- **Extraordinary dedication**
- **Selflessness**
- **Steadfastness in ethics**
- **Compassion and Humanity**

Through exemplary conduct and manifestation of the above values in the course of work, the nominee should be someone who lives up to being "true to the calling" of a caregiver for the sick and the infirmed. The nominee should be an inspiration to other healthcare workers and the public, and brings embodiment to the strength and virtues of the human spirit.

Consideration will be given as to whether the nominee has manifested the above values throughout his/her daily conduct or whether such values were manifested in a "once off" extraordinary incident.

The nationality of the healthcare worker is immaterial, so long as the healthcare worker has been working in and contributing to the healthcare industry in Singapore.

To remove all possible ambiguities, it is to be stated here that the Healthcare Humanity Award is

NOT

- a Long Service award;
- an award for Service Efficiency or Service Excellence per se;
- a Productivity award;
- an award for professional achievement.

Nominees who have won previous years' awards may qualify to be nominated again, provided that the new nomination must be based on new deeds/actions of the nominee that had not previously been the basis of the earlier award. For example, if a nominee had won the Healthcare Humanity Award 2004, the nominee may be nominated again for Healthcare Humanity Award 2008, provided that the nomination must not be based on the same deeds/actions cited for the earlier Healthcare Humanity Award 2004.

Value of Award

The award will comprise a medallion and cash award of \$1,500.

Nomination Procedure

Nominations are invited as follows :

- (a) For healthcare workers who are employed in an organisation
Nominations must be made by their employer, to be signed off by the Chief Executive Officer (or equivalent). For organisations submitting more than 1 nominee, nominations must be ranked in order of priority.
- (b) For self-employed healthcare workers
Nominations must be submitted by a fellow peer, or patient, or any member of the public, who must not be family-related to the nominee in any way. Self-nominations are not allowed.

All nominations must be submitted in the official nomination form. The nomination must be accompanied by a citation of the nominee's exemplary conduct/deeds/actions which manifest the values of courage, extraordinary dedication, selflessness, steadfastness in ethics, compassion and humanity.

Nomination forms are obtainable from:

- The Courage Fund Secretariat
c/o National Healthcare Group, 6 Commonwealth Lane, Level 6, GMTI Building, Singapore 149547
- The Courage Fund website
www.couragefund.com.sg

Completed forms are to be submitted to :

Healthcare Humanity Award 2008 Committee
c/o National Healthcare Group (Human Resource Department)
6 Commonwealth Lane, Level 6, GMTI Building, Singapore 149547

Closing date for nominations for Award 2008 is **29 February 2008**.

Judging

An independent judging panel will be formed to evaluate the nominations. The judging panel may interview the nominee and/or the nominee's reporting officer, peers or patients as necessary.

The decision of the judging panel shall be final. No correspondence or enquiry on the selection of the awardees will be entertained.

Enquiries

For any enquiries, please contact the Healthcare Humanity Award secretariat at telephone 6496 6876, or fax 6496 6871 or email to couragefund@nhg.com.sg

IMPORTANT NOTE

Healthcare Humanity Award 2008

For organisations submitting more than 1 nomination, please rank your nominations in order of priority. Each nomination must be submitted individually in a separate Nomination Form. (The Nomination Form is obtainable from www.couragefund.com.sg)

Priority	Name of Nominee (as in NRIC / Passport)	Designation	NRIC / Passport No.
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Name of Organisation :

Staff Strength (as at 1 January 2008)

Total (A) =
 Number of Staff in Backroom Function (B) =
 Net Number (A) – (B) =

Submitted by Chief Executive Officer (or equivalent)

Name : Date :

Signature : Company Stamp :

Contact Person

Name :

Designation :

Contact No. :

Healthcare Humanity Award 2008 Nomination Form



The Courage Fund

Please read **Notes & Instructions** carefully before completing the form.
(This form is obtainable from www.couragefund.com.sg)

1. PARTICULARS OF NOMINEE		
Full Name (as in NRIC / Passport)		
Birth Date	NRIC / Passport No.	Citizenship
Age	Sex : Male / Female	Singapore Permanent Resident Yes <input type="checkbox"/> No <input type="checkbox"/> (Please Tick)
Address		Contact Number
Designation	Specialisation (if any)	Name of Employing Organisation
2. PARTICULARS OF PROPOSER		
Full Name of Proposer		Name of Organisation
Designation	Relationship to Nominee	
Contact Number	Email	
Signature	Date	
3. BASIS OF NOMINATION		
<p>(a) Please give a brief citation (in not more than 5 sentences) on why the nominee deserves the award.</p>		

(b) Please give specific examples (such as deeds/actions of the nominee) on how the nominee has demonstrated these values :

- **Courage**
- **Extraordinary Dedication**
- **Selflessness**
- **Steadfastness in Ethics**
- **Compassion and Humanity**

When citing deeds/actions of the nominee, please indicate the month/year in which the deed/action had taken place. Please use attachment if space below is insufficient.

(Please note that information provided may be used in publications related to the Healthcare Humanity Award)

- (c) The judging panel may conduct interviews as necessary, to make a proper evaluation of the nomination. Please provide contact details of at least 2 references who must be either the nominee's reporting officer, colleague, peer or patient. The Proposer for the nomination may be included as a reference. References must not be family-related to the nominee.

1st Reference

Full Name	Relationship to Nominee
Designation	Name of Organisation
Contact Number	Email

2nd Reference

Full Name	Relationship to Nominee
Designation	Name of Organisation
Contact Number	Email

3rd Reference

Full Name	Relationship to Nominee
Designation	Name of Organisation
Contact Number	Email

Please submit your nomination in a sealed envelope by 29 February 2008 to:

c/o Healthcare Humanity Award 2008 Committee
 National Healthcare Group (Human Resource Department)
 6 Commonwealth Lane, Level 6, GMTI Building, Singapore 149547