

## **ISPOR Outstanding Regional Chapter Award**

*[Updated as of January 2020]*

### **Objective:**

To recognize the outstanding contribution and leadership of ISPOR Regional Chapters in advancing ISPOR's mission in ISPOR global regions.

### **Categories:**

Chapter Award is offered in 3 categories: Small Chapter (less than 50 members), Medium Chapter (51-100 members) and Large Chapter (over 100 members), following the review of activities and contributions from Chapters in Asia-Pacific, Latin America, North America and Europe, Middle East, and Africa (EMEA).

### **Nature of the Award:**

The Awards in each category (Small, Medium and Large) are presented at the ISPOR Annual European Congress to the winning Chapters' Presidents (or a delegated representative from the Chapters).

The award consists of:

- Trophy
- \$1000 USD per winning Chapter (this amount will be added to the Reg. Chapter Educational Fund for qualified Chapters; for the Chapters that do not qualify for the Fund, the amount can be utilized in the future for Chapter educational activities. ISPOR will maintain records for the awarded amounts for such Chapters.)
- Complimentary registration to ISPOR Annual European Congress for the Chapter president/delegate who will be receiving the award on behalf of the Chapter,
- An interview with the Presidents of the awarded Chapters featured in ISPOR Value & Outcomes Spotlight (VOS), November/December issue.

### **Eligibility**

- Chapter Annual Report from the previous year completed (all questions answered) and submitted to ISPOR Headquarters by the requested deadline.
- Chapter should be in good standing status with ISPOR's governance compliance: Affiliation Agreement, Constitution, FCPA signed and submitted to ISPOR Headquarters and ISPOR Code of Conduct acknowledged.
- Chapter membership including at least 10 full ISPOR members as of July 1 of the award year. ISPOR membership is expected from key Chapter leadership members (president, president-elect, secretary/treasurer.) ISPOR might ask the eligible Chapters to provide the names of 10 ISPOR Chapter members if needed.
- Chapter recognized with the award for 2 consecutive years will have a period of 2 years of non-eligibility, once this period ends, the Chapter will be eligible to participate again in the ISPOR Outstanding Regional Chapter Award program.

### Selection (scoring system)

- Regional Chapters will be scored as follows: 2 points for a high number of impactful activities (3 or more specific activities), 1-point for a medium level of activities (1-2 activities) and 0 points to weak or no activities listed in each category, as reviewed by the ISPOR Global Networks team and subsequently the ISPOR Global Engagement Council (GEC) auditors.
- **Category 1:** Points are awarded, as explained above, to all the Chapters that meet the requirements in each category focusing on research, education, member engagement in the preceding 12 months prior to the award year.
- **Category 2:** Number of articles published by the Chapter members in ISPOR publications (VIH, VIHRI, VOS), number of news contributions by the Chapter published in the ISPOR regional newsletters and participation on other relevant non ISPOR journals in the field that are peer-review, as well as Chapter newsletters in the preceding 12 months prior to the award year.
- Additional 2 points are granted to Chapters with outstanding contributions **reflecting significant alignment with ISPOR strategic objectives** and should contain the following criteria:
  1. Strong and involved leadership – e.g. participation at ISPOR events by leaders, contribution to ISPOR activities by leaders, mentoring and communication outreach excellence, good governance practices, and participation in conference committee, GEC, Consortia and Networks.
  2. Active contribution of Chapter members to ISPOR events.
  3. Individual members achievements and contributions promoting and advancing HEOR in their regions (not only Chapter presidents' successes will be considered.)
  4. Good organization and regular communication with ISPOR, responsiveness to ISPOR requirements and regular contribution to ISPOR's initiatives.
  5. Chapter collaboration with important local stakeholders involved in health policy that impact local decision making.
  6. Continuous membership growth (this will be measured according to ISPOR's database. Make sure to advise your Chapter members to create or update their ISPOR's profile.)
- To qualify for a final selection a Chapter must score points in both categories. Chapters with the most points by the Chapter size are the awarded Chapters.

### Review process

- a) ISPOR GN staff liaisons perform the eligibility review and selection
- b) GEC auditors are involved in the selection process – early results with finalists' recommendations are submitted for auditors' comments and approval.

### Approval process

- a) ISPOR GN project manager prepares the Award Review and Results report that is shared with the auditors and submitted to ISPOR Global Networks Directors for their review and comments.
- b) Final agreed report is presented to GEC Chair for results acknowledgment and confirmation.