Terms of Reference

John McCrae Memorial Medal

Description
1. The award shall be known as the Canadian Medical Association John McCrae Memorial Medal.
2. The John McCrae Memorial Medal shall be presented to current or former clinical health services personnel of the Canadian Armed Forces for exemplary service demonstrating traits such as compassion, self-sacrifice, or innovation beyond the call of duty that have greatly benefited the health or welfare of fellow military personnel or civilian populations.

Terms
1. Nominees must be current or former members of the Canadian Forces Health Services. They can be either a physician or a member of the Canadian Forces Health Services clinical staff. The activities for which they are being nominated must have taken place while the individual was a member of the Canadian Forces Health Services and occurred no later than ten years prior to the bestowal of the medal.
2. The CMA shall be under no obligation to present the award annually.
3. Any possibility that an individual or organization could exploit winning a CMA award for personal profit or commercial advantage will be taken into consideration.
4. Any CMA member currently sitting as an elected officer, a member of the CMA Board of Directors or the Awards Committee, is not eligible for nomination to CMA awards unless under exceptional circumstances.
5. This award will not be awarded posthumously. In the event of the demise of the nominee after being selected but before being presented with the award, it shall be presented posthumously.

6. The John McCrae Memorial Medal is a CMA award open to clinical health services personnel from the Canadian Armed Forces. Although the CMA makes the decision on the award, service personnel are encouraged to make nominations. Nominations may be submitted, accompanied by suitable documentation, by a CMA member, a provincial or territorial medical association, an affiliate or an associate society or a branch of the Canadian Armed Forces, or a member of the Canadian Forces Health Services. Self-nomination is ineligible. Documentation will consist of a completed nomination form, a detailed letter of nomination accompanied by two letters of support (letters must be no more than 2 pages in length) and the nominee’s curriculum vitae or bio (3-page maximum). Handwritten submissions will not be accepted.

7. A nomination may be re-submitted in a subsequent year. Should fewer than 3 nominations be received for this award, the award will not be presented and the nominees will be brought forward for consideration the following year.

8. The Chair of the Committee on Awards shall receive nominations by November 30 of the year prior to the Annual General Meeting at which the award is to be presented. Please submit nominations through the online form at https://www.cma.ca/john-mccrae-memorial-medal.

9. The Committee on Awards shall make the final decision of the award recipient and provide an update to the CMA Board of Directors.

10. The recipient of this award shall be offered the opportunity of attending the Annual General Meeting to accept the award at the expense of the CMA.