

2023 NORTHEAST GROUP ON EDUCATIONAL AFFAIRS INNOVATION IN MEDICAL EDUCATION AWARD

Call for Submissions

PURPOSE

The NEGEA supports and encourages innovation in medical education. An innovation can be the introduction or development of a new method, process, approach, or technological application that provides a solution to a problem in medical education. To recognize faculty members in NEGEA-affiliated schools who have developed an innovative approach to medical education, the NEGEA will provide one award of \$1,000 to recognize an outstanding innovation in medical education. This is an award rather than a grant and, as such, the winner has the discretion on how the funds are applied for continued improvement in medical education.

ELIGIBILITY

Any faculty member in an NEGEA-affiliated school may submit a proposal. Faculty members may submit only one project and may not be an author on any other project currently receiving NEGEA funding.

SUBMISSION PROCESS

Submissions must be received in an electronic format (preferably as a single PDF document). Please direct questions and send submissions by email attachment to the NEGEA Past Chair and Chair of the Awards Committee, Janine Shapiro, MD (janine_shapiro@urmc.richester.edu), by **February 28, 2023**, for consideration. Please mark subject of email NEGEA INNOVATION AWARD.

COVER PAGE

Cover page must include:

- Name of applicant(s) and medical school(s)
- Contact information for project leader (mailing address, telephone, email)
- Title of innovation project with brief description (50 words or less)
- Institutional development officer or other administrator to whom payment will be made (name, title, address, phone, and e-mail)

SUBMISSION OUTLINE

Submissions should follow the following outline and be no longer than 5 double-spaced pages and must include:

- Statement of the problem or opportunity to innovate
- Brief review of the pertinent literature underlying the new approach/project (reference list is not included in the page count)
- Description of the innovation including details of the process or program
- Evaluation design
- Outcomes (How did you know the intended outcomes were achieved?)
- Lessons learned (Based on the results, would you change the innovation in the future?)
- Project Timeline: Projects must have been implemented within the past 3 years

LETTERS OF SUPPORT

Letters of support are required from at least two key participants (faculty, administrators, etc.) sharing their reactions to the innovation and its positive impact on the institution, learners, or faculty.

- Letters of support should accompany the submission but are not included in the 5-page limit.
- If this innovation involves research with human subjects, include verification of IRB status, such as a letter of approval or email to the PI confirming the status of the study.

REVIEW PROCESS

- Submissions must be received by February 28, 2023, to be considered for this year's award.
- A Review Committee will be appointed by the Chair of the NEGEA to include the NEGEA Past Chair, 2-3 current Steering Committee Members, and 1-2 external reviewers (who may be past members of the steering committee). Reviewers may not be authors of submissions under consideration during the review cycle. The NEGEA Chair will also serve on the Review Committee and will break any tie votes.
- The award will be presented at the NEGEA 2023 Annual Conference at the Larner School of Medicine, University of Vermont (April 13-15).
- One project will be recognized per year, depending on quality of submissions.

EVALUATION CRITERIA

Each submission will be judged on the following criteria:

- Importance of problem(s) addressed with the innovation
- Clarity of goals and objectives
- Originality of innovation, obstacles overcome
- Application of supporting literature/evidence
- Outcomes and generalizability
- Sustainability
- Potential to have an impact on medical education and serve as a model for other institutions

FINAL REPORTS AND PROJECT DISSEMINATION

- The award winner must submit a proposal to present the award-winning innovation at the NEGEA 2023 Annual Conference. Specific funding to cover travel to present project results is not provided, but award money received may be used to support travel in accordance with institutional policies.
- If this innovation is presented at other conferences or published, an acknowledgment of the NEGEA Innovation in Medical Education Award must be included.