From the Registrar
Dr R V Johnston MBA FRCP FRCP(Glas) FFOM FFTM DAvMed



16 July 2014

3rd Floor, New Derwent House 69-73 Theobalds Road LONDON WC1X 8TA

t: 020 7242 8698 f: 020 3116 6900 e: fom@fom.ac.uk www.fom.ac.uk

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Dear Member or Fellow

Call for proposals for election to Fellowship and Honorary Fellowship of the Faculty

The election of Members of the Faculty to Fellowship is the Faculty's way of recognising those who have made a particularly significant contribution to the practice of occupational medicine or to the work of the Faculty. As such it is much valued by those who receive it, and equally a source of concern and disappointment for those who do not. It is essential therefore that those elected to Fellowship are appropriately deserving and that none who would merit election is overlooked. So please give careful consideration to applying for Fellowship or supporting applicants who will be considered for this award, to be made at the Faculty's Annual General Meeting in 2015.

The process for election to Fellowship had been improved and clarified over recent years. Please see the updated <u>information for candidates</u>, <u>proposers and seconders</u> and submission form (<u>Fellowship</u>) for full details of what is now required.

If you are a Member and you consider that you are deserving of Fellowship, you may apply with the support of two Fellows. Please note that you and your two supporters must be in good standing, which includes CPD compliance and engagement with revalidation, as appropriate. Fellows are also encouraged to identify suitable candidates to be considered for the award of Fellowship. If however, a Fellow wishes to nominate a candidate, then the candidate must be informed so that they can complete the appropriate sections of the form

Election to Honorary Fellowship is the opportunity for the Faculty to recognise those outwith the Faculty, and indeed often outwith medicine, who have made an outstanding contribution to the practice of occupational medicine. Fellows are also invited to consider suitable individuals for Honorary Fellowship. The process of nominating candidates for Honorary Fellowship, however, remains a closed one and the nominee should **not** be informed that this is taking place. There is a separate form for these nominations (<u>Honorary Fellowship</u>).

The timetable to which we shall be adhering is:

- receipt of proposals by the Registrar 20 October 2014
- consideration by the Fellowship Committee November 2014
- consideration of recommendations by Faculty Board January 2015
- written notification to nominees by 30 January 2015 with notification to proposers and seconders of the outcome of their proposals
- presentation of Fellowship certificates Annual General Meeting on 13 May 2015.

I look forward to receiving your submissions and nominations. Should anyone require any further information or clarification on the process, please do contact Frances Quinn in the Faculty office: frances.quinn@fom.ac.uk. As always, I should also welcome your feedback on the process.

Kind regards

Yours sincerely