

individualawards



HFMA Governance Award

In association with



Northern Ireland Clinical and Social Care Governance

Sponsored by



ARDENTIA
Intelligent Business Intelligence

This award is being made to an individual who has actively contributed to the development of best practice in the area of integrated governance or improved governance performance. The award is to recognise someone who has championed the importance of good governance and led to effective implementation at an organisational level.

The HFMA wants to recognise the work done at local level and highlight best practice.

As examples, the areas that we might expect applications emerging from (but not limited to):

- + development of effective risk management
- + improved board reporting
- + effective assurance reporting to the Board
- + integrating governance committees

Nominations will be requested from HFMA branches, as well as being actively sought from internal and/or external auditors, through the network of Regional Audit Groups.

All entries must include the following:

A brief description of the background that the individual has worked in, their approach, the tangible results of their work and why the individual should be recognised. Whilst this award is for 2006, prior year commitment to good governance can also be recognised.

Judging

We are delighted to have an eminent panel of experts to judge the awards:

Michael Deighan

Strategic Board Development Adviser,
National Clinical Governance Support Team

Paul Dillon-Robinson

Chairman, HFMA Corporate Governance &
Audit Committee

Phil Taylor

Chairman, HFMA

Gary Tharme

Director, Ardentia

The judges will be assisted by a team of scrutineers consisting of all members of HFMA's Corporate Governance & Audit Committee. The scrutineers will carry out an initial assessment of each entry and make recommendations in relation to short-listed finalist organisations. The judges will select a winning organisation which in their view will be the best entrant, following invited feedback from HFMA members. At their discretion, the judges may also make additional awards for outstanding individual contributions or initiatives.

The judges' decisions will be final.

abouttheawards

The Awards are sponsored by HFMA's three main standing committees. These are:

+ CORPORATE GOVERNANCE & AUDIT COMMITTEE

+ FINANCIAL MANAGEMENT & RESEARCH COMMITTEE

+ ACCOUNTING & STANDARDS COMMITTEE

The aim of the Awards is to recognise achievement and innovation in health service management.

The Awards seek to raise the profile of the valuable work that NHS staff (both executives and non-executives) have in the improvement of health service management across the UK. Significant publicity will be given to the best applications in order to promote best practise and innovation.

+ WHO ARE THE AWARDS FOR?

These awards are given to organisations, teams or individuals who are adjudged to best meet the criteria set against the individual awards.

+ WHO CAN ENTER?

The Awards are open to all NHS organisations and employees – both executives and non-executives. Whilst most entries are likely to be submitted by staff of health sector bodies we are also happy to receive entries from voluntary or private sector organisations whose principal activities are the provision of health services.

+ WHAT WINNERS RECEIVE:

- + A unique, specially commissioned glass award.
- + Invites to HFMA Annual Gala Dinner in December where the Awards will be announced.
- + A year's free membership to HFMA.
- + Recognition within the work of HFMA policy forums and *Healthcare Finance* magazine.

+ THE AWARDS CEREMONY

The winners will be revealed on the evening of Thursday 7th December 2006 at HFMA's Annual Gala Dinner at the London Hilton Metropole. Each individual or team offered the Award will receive invites to this evening. Additional tickets will be made available should individuals, teams or organisations wish to purchase additional tickets to enjoy this glittering black-tie event. Tables will also be available to commercial organisations who wish to sponsor tables at this event.

+ ENTRIES

All entries must be received by Friday 29th September 2006.

To enter, send two copies of your application (with supporting evidence where required) to the address below. Please mark clearly the organisation name, team name or individual's names you are entering, and the award you wish the application to be considered for. Please also supply the name of at least one contact point for each application. All entries will be acknowledged.

By post:

HFMA Awards, Suite 32, Albert House, 111 Victoria Street, Bristol, BS1 6AX

By e-mail:

technical.dept@hfma.org.uk

For all queries regarding any of the Awards, contact martin.walsh@hfma.org.uk or telephone **0117 929 4789**. Additional copies of this application brochure are available from HFMA.

Healthcare Financial Management Association, Suite 32, Albert House, 111 Victoria Street, Bristol, BS1 6AX
T 0117 929 4789
F 0117 929 4844
W www.hfma.org.uk
Email info@hfma.org.uk

Healthcare Financial Management Association is a registered charity, no. 1114463, and a limited company registered in England, company no. 5787972
Registered Office: Suite 32, Albert House, 111 Victoria Street, Bristol BS1 6AX.

CLOSING DATE 29 SEPTEMBER 2006

HFMA AWARDS 2006

Rewarding Healthcare
Innovation and Achievement for

Governance, Accounts Team of the Year
and Financial Management

HFMA AWARDS

REWARDING HEALTHCARE INNOVATION AND ACHIEVEMENT

This year's awards will focus
on the areas of:

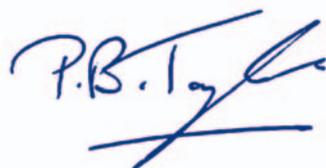
- + GOVERNANCE
- + ACCOUNTING
- + FINANCIAL MANAGEMENT
/EFFICIENCY

**Deadline for applications:
29th September 2006**

In these times of significant change across the NHS, the role and work of finance professionals has never been more important. Throughout the four home nations, NHS finance teams continue to excel in terms of their professionalism and in the quality of the advice, guidance and support they provide to colleagues and service users across the NHS. Whether within a Health Board or Health Authority, a Foundation Trust, a PCT, or any of the other Special Health Authorities or organisations involved in the work of the NHS, the role of the finance team is crucial to ensuring the delivery of an efficient, effective and modern health service.

Now in its third year, HFMA's Awards Programme seeks to recognise the contribution that such finance teams make across our NHS in England Scotland, Wales and Northern Ireland. The Awards themselves cover three fundamental aspects of the finance team role; governance, delivering cost efficient services, and the annual accounts process itself. Each award focuses on the innovation and creativity necessary to ensure that the finance team continues to deliver the high quality and level of service that our customers deserve.

HFMA is recognised as "The Voice of Healthcare Finance". The Awards Ceremony at HFMA's Annual Conference in December will be an opportunity for that voice to be heard celebrating the contribution and success of finance teams across the United Kingdom. I would therefore commend these Awards to you, and actively encourage you to nominate your organisation for such recognition.



Phil Taylor
HFMA Chairman 2006



the **voice** of healthcare finance...





HFMA Accounts Team of the Year Award

In association with



Sponsored by



This year's award will again aim to recognise the most innovative and efficient 'Accounts Team of the Year,' with significant emphasis on the processes involved in completing the final accounts process.

The award is managed by HFMA's Accounting & Standards Committee.

All entries must include the following:

1. A statement of up to 600 words setting out:
 - + How the final accounts process was managed.
 - + The approach to working papers.
 - + How the team ensured that the accounts were produced in a timely way.
 - + How the accounts were presented within and outside the organisation.
 - + The external auditors' view of the final accounts product.
 - + Evidence of improvement on last year's final accounts process.
 - + The difficulties faced by the team and how they were overcome.
2. A copy of the financial pages from the organisation's annual report.

Entries will be judged on six criteria:

- + How difficult problems were tackled.
- + How team spirit was built and maintained.
- + The quality of the final accounts produced.

- + The professionalism of the team.
- + Evidence of collaborative working.
- + The quality and relevance of the financial reporting in the Annual Report.

Organisations should submit two complete copies of their entry.

There will be 3 short-listed finalists who may be requested to submit additional copies for the later stages of the judging process. Finalists will be expected to present their application to a panel of the judging team.

Judging

We are delighted to have an eminent panel of experts to judge the awards:

Richard Douglas

Director of Finance & Investment,
Department of Health

Chris Macklin

Chair, HFMA Accounting & Standards Committee

Phil Taylor

Chairman, HFMA

Trevor Rees

Health Partner, KPMG LLP

The judges will be assisted by a team of scrutineers consisting of all members of HFMA's Accounting & Standards Committee. The scrutineers will carry out an initial assessment of each entry and make recommendations in relation to short-listed finalist organisations. The judges will select a winning organisation which in their view will be the best entrant. At their discretion, the judges may also make additional awards for outstanding individual performance or initiatives.

The judges' decisions will be final.



Last years winner, Foyle Health & Social Services Trust, Lesley Mitchell, Director of Finance, receiving their award from Richard Douglas, Director of Finance and Investment, Department of Health; Trevor Rees, Partner KPMG LLP; and HFMA Chairman Scott Haldane



HFMA Financial Management Award

In association with



The focus on the financial performance of NHS bodies has never been greater. An increasing number of NHS bodies are failing to achieve financial balance and the NHS as a whole reported a deficit of £250 million in 2004/05 and potentially over £500 million in 2005/06. Even with the current unprecedented levels of funding NHS bodies are struggling to manage the reform agenda within the resources available.

But the level of resource growth will not continue beyond 2007/08 and NHS bodies will still face cost pressures and the challenges of achieving standards and targets. It is crucial, therefore, that NHS bodies find ways of improving the value for money and quality of the healthcare they commission and/or deliver. To do this NHS bodies must have robust financial management arrangements in place which underpin the achievement of financial balance and at the same time ensure continuous improvements in value for money. The 2006 HFMA Financial Management Award will therefore focus on the finance role in supporting the delivering of improvements in efficiency.

It is intended that there will be two categories within the award: one for PCTs and one for NHS Trusts and NHS Foundation Trusts.

The award will be managed by the HFMA's Financial Management and Research Committee.

All entries must include the following:

A statement of up to 600 words setting out:

- + a significant change in the delivery of front-line or support services, where a member or members of the finance team have identified opportunities or innovative practices, or have led to significantly facilitated changes, that have resulted in an improvement in the efficiency of the organisation (NHS Trusts and NHS Foundation Trusts);
- + how commissioning arrangements have supported and driven changes in the way services are provided and which have resulted in improvements in efficiency (PCTs);
- + an assessment of the impact on the service and/or costs; and
- + the problems encountered and overcome in delivering the improvement in efficiency.

Efficiency for the purposes of this award is defined as either:

- + a reduction in the unit cost associated with the delivery of a service; or
- + a significant improvement in the quality of a service clearly disproportionate with any increase in cost; or
- + a combination of the above.

Entries will be judged on the following criteria:

- + The scale of efficiency gain
- + The degree of innovation shown
- + The extent to which finance staff were involved with the delivery

All entries will be critically evaluated by HFMA's Financial Management & Research Committee, and short-listed responses will be evaluated by HFMA and the Audit Commission. Short-listed finalists will be invited to present their application to a panel of the judging team. The awards will be presented at the HFMA's annual conference in December 2006. Entries received may be used to compile a compendium of good practice, which would be jointly produced by HFMA and the Audit Commission.

Submissions should consist of two complete copies of their entry.

Judging

We are delighted to have an eminent panel of experts to judge the awards:

Andy McKeon

Managing Director -
Healthcare, Audit Commission

Andy Leary

Vice Chairman, HFMA

Keith Wood

Chairman, HFMA Financial Management &
Research Committee

The judges will be assisted by a team of scrutineers consisting of all members of HFMA's Financial Management & Research Committee plus a number of members of the Audit Commission.

The scrutineers will carry out an initial assessment of each entry and make recommendations in relation to short-listed finalist organisations. The judges will select a winning organisation which in their view will be the best entrant, following invited feedback from HFMA members. At their discretion, the judges may also make additional awards for outstanding individual contributions or initiatives.

The judges' decisions will be final.