

## **ATS Respiratory Health Awards Call for Nominations**

The Awards Committee, which includes international ATS leaders from all disciplines, invites nomination letters in each category for talented individuals from around the world. Every nominee will be thoroughly and fairly considered based on the materials submitted.

### **Nomination Letter and Additional Supporters**

**Enter one well written letter per candidate in the text box on the nomination form.** To level the playing field, the nominating letter should not exceed 1000 words (2 pages) and the committee will only accept one nomination letter per nominee. We are limiting the nomination letter to 1000 words to make the letter more uniform and hopefully equitable.

**Additional Supporters.** In lieu of adding the names of each supporter to the nomination letter, nominators will be able to enter the name and institution of up to 5 additional supporters on the nomination form. Include names and institutions of anyone who supports the nomination. The list can include, current and former colleagues, protégés, students, etc.

### **Tips to Remember When Writing the Nomination Letter**

**Brevity is important.** The Awards committee is interested in the nominee's impact in the field and based on that impact why they are deserving of the award. The letter should highlight this and not restate information listed in the nominee's CV.

**Show close ties to the nominee.** Letters are more effective when the writer is someone who has had a close relationship with the nominee. It is effective when the nominators are enthusiastic about the nominee in a personal way. Nominations from trainees, mentors, and close colleagues of the candidate carry significant weight with the committee. It is perfectly acceptable to nominate a close colleague from your institution. (Note that only active members of the awards committee are excluded from submitting nominations.)

**Clearly state the candidate's contribution to human health.** The letter should outline a nominee's impact on human health. Describe as clearly as possible how the nominee has contributed to the advancement of pulmonary, critical care, and/or sleep medicine. Highlights can include those associated with the nominee's contributions to initiatives of the ATS. A concise summary of accomplishments is very helpful to the award committee.

**Briefly summarize the candidate's clinical and/or scientific accomplishments and emphasize his or her impact on the future generations of our field.** Describe how the candidate is contributing to clinical practice or the body of science in his or her field. Pointing out how the field has changed or how the nominee's work has contributed to new directions in clinical and discovery science is an effective way to highlight the impact of his or her accomplishments. A nominee's success can also be quantified by the successes of his or her protégés. A letter should show how a nominee has helped form a subsequent generation.

**End on a strong note.** The authors should finish the letter by quickly covering the highlights of the previous sections and stating the case once again for the candidate. This provides context for group discussion and comparison between nominees by the Awards Committee, and it ensures that the take home messages of the nomination letter are clearly communicated.

### **ATS Code of Conduct Policy**

Provide a statement attesting to the nominee's adherence to the [Policy on Professionalism and Ethical Conduct](#). Please provide examples, either your own or firsthand accounts from the nominee's colleague(s), of how the nominee has exhibited and maintained exemplary ethical and professional conduct throughout their career.