



ATTENDING:

Dr. Ron Worton (Chair), Dr. BJ Hancock, Dr. D. Money, Dr. Sioban Nelson, Dr. L. Thebane
Staff: L. Foster

ATTACHMENTS

- A1** LNSAC Terms of Reference
- A2** 2021 Nominations overview (see Excel attachment - saved separately)
- A3** Nomination Form - page 1
- A4** Nomination Categories and Criteria
- A5** Selection Guidelines
- A6** Conflict of Interest
- A7** Feedback to Nominators
- A8** SelComm Diversity Matrix

AGENDA

1. Welcome
2. Committee Terms of Reference (A1)
3. Nominations <ul style="list-style-type: none">a. 2021 Overview (A2)b. Nomination Form (A3)c. Categories and Criteria (A4)
4. Selection <ul style="list-style-type: none">a. Selection Guidelines (A5)b. Conflict of Interest (A6)c. Feedback to Nominators (A7)d. Group Nominations - discussion
5. Selection Committee Membership and Recruitment (A8)
6. Pandemic Award – discussion?



Purpose

Oversee the CMHF's Laureate nomination and selection process to ensure that the integrity and quality of our Laureate program is maintained. The Committee recognizes that the Laureate program is fundamental and integral to our mission and our growth and sustainability. The Committee will ensure that the CMHF staff and Laureate Selection Committee adhere to all Board policies, procedures and guidelines related to Laureate nominations and selection.

Roles and Responsibilities

1. Review annually the Laureate criteria and categories to ensure that they accurately reflect the qualities and representation that we are seeking in our Laureates.
2. Review the Laureate nomination and selection policies, procedures and guidelines to increase the quantity, quality and diversity of nominations and to ensure the Selection Committee is adequately prepared to make the best decisions.
3. Provide guidance and support in the ongoing development and implementation of the Annual Call for Nominations.
4. Provide consultation in dealing with any problems or issues that may arise with respect to a particular nomination or the selection process.
5. Oversee the development of a tracking and internal reporting system that enables the Board to be better informed in their decision-making regarding the Laureate program.
6. Review the nomination demographics and trends on an annual basis to increase awareness of and compare the quantity, quality and diversity to previous year nominations; advise the Board of recommended changes.
7. Serve as a liaison between the Selection Committee and the CMHF Board. As such, the Committee Chair will attend the Selection Committee annually strictly in an observer capacity. Selection Committee meeting proceedings will remain confidential and arm's length from the Board; the liaison role may help inform recommendations for revision to the process and committee membership.
8. Provide advice to the board regarding Laureate Selection Committee Membership and annually present for board approval a slate of candidates to replace departing members.
9. Represent and promote the CMHF's Laureate program and make an effort to encourage nominations.

Membership

The Laureate Nomination & Selection Advisory Committee comprises a minimum of four members of the CMHF Board of Directors including the Laureate representative on the CMHF Board who will serve as Chair. The Committee is supported by the Executive Director.

Meetings

The Committee will meet two times per year (more frequently as deemed necessary or if requested by the Board). Meetings will be by teleconference. Regular attendance at committee meetings is expected of members as an essential component of their responsibilities. To reinforce this principle, any committee member who is absent from three consecutive meetings, or is absent from 50% of the total number of annual meetings, will be removed from the Committee. Exceptions due to extenuating circumstances may be made at the discretion of the Chair of the Committee.

Term of Office

The term of office for committee members is three years for a maximum of two consecutive terms

Conflict of Interest

Every committee member shall declare any direct or indirect interest in any contract or proposed contract or arrangement.

Confidentiality

No committee member shall disclose confidential information obtained through his or her position with the CMHF to any person not entitled or required to know the same.

Reporting

The Chair reports to the CMHF Board. Minutes or a summary of minutes of the meetings shall be distributed to committee members, Board members and others as deemed appropriate by the Chair. The Committee shall review its role and function every year and shall recommend to the Board any appropriate changes.

LAUREATE NOMINATION FORM

If you have any questions about this form please call our office: 519-488-2003.

To navigate through the form, use the "Next Page" button at the bottom of each page. If your browser prevents you from seeing this button, place the cursor in the last field on the page, press TAB (once), then press ENTER until you move to the next page.

1

Nominee's name

2

Nominee's
contact info

3

Next-of-kin's
contact info (for
posthumous only)

4

Who is
nominating this
person?

5

Nomination by
organization

6

Nomination by
two individuals

...

NOMINEE

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Title First Last Suffix

Is the nominee a Canadian citizen?

YES NO

Is the nominee a medical doctor?

YES NO

Is this a posthumous nomination?

YES NO

Does the nominee have a PhD?

YES NO

What field best describes their achievement / contribution to health?

(e.g. nursing, pharmacy, dentistry, psychology, public policy,
philanthropy, microbiology etc.)

POSSIBLE additions:

Nominee is a member of 'minority group' who will add diversity to the selection process
If checked, please describe diversity added: _____

Male Female Self identifies as non binary or gender diverse



Canadian Medical Hall of Fame Laureates are Canadian citizens men and women whose outstanding leadership and contributions to medicine and the health sciences, in Canada or abroad, have led to extraordinary improvements in human health achievements in understanding, preventing or treating disease, or in the development of health care systems.

Their work may be a single meritorious contribution or a lifetime of superior accomplishments. Pioneers in their field, they are role models who inspire young Canadians to pursue careers in the health sciences. Inclusive of doctors, researchers, nurses, dentists, pharmacists, policy makers - to name only a few, Laureates include worthy nominees from diverse peoples, disciplines and from many professions and roles.

The CMHF recognizes that contributions deemed worthy of Laureate status evolve over time and differ across diverse communities, requiring that the selection process be able to recognize excellence in the context of time and place.

Nominations of Canadians from diverse communities and disciplines, living or posthumous, who meet the criteria of excellence in health-related fields are encouraged.

Up to six individuals may be selected for induction annually; only one individual may be inducted posthumously each year.

Canadian citizens from across health professions within Canada and across the globe may be recognized for their work in one or more of the following categories:

- **Leadership in building excellence in health for Canadians and the world**
- **Leadership in health promotion, illness prevention and care**
- **Leadership in research with national and international recognition for a scientific contribution**

Notes from L. Thebane:

1. Include some language in the preamble that clearly states that "Canadian Medical Hall of Fame Laureates are Canadian citizens (men and women) ..." to emphasize the importance of gender balance. This can be done everywhere in the information about the laureate nomination process.
2. Add something on the website the CMHF is committed to advancing gender balance and diversity of the laureates. <covered off in our NEW Diversity Statement – see attached>

3. Every year, we should send out an email notice to all our partners, especially medical schools or Universities, to remind them about the importance of considering gender balance and diversity in their nominations. Action: REVISE Call For Nominations
4. We should also include a form to gather some basic demographic information s on key factors such as gender, race, etc. that we wish to improve about the diversity of nominations. We cannot improve what we don't measure.
5. If this has not already been done, consider training all selection committee members on unconscious bias.

Notes from D. Money

Could we please add male, female and gender diverse to this statement.



The Canadian Medical Hall of Fame recognizes and celebrates Canadian heroes whose work has advanced health and inspires the pursuit of careers in the health sciences. **We recognize that diversity, equity and inclusion strengthen the health sciences, health systems and health care communities and leads to enhanced quality, social relevance and impact of health-related disciplines.**

Throughout all its activities the Canadian Medical Hall of Fame strives to engage and promote the active participation of individuals of diverse backgrounds, including those from historically underrepresented groups. We actively seek a diverse pool of award nominations so that those honoured may reflect the diversity of our communities.

A. ROLE OF CMHF BOARD AND LAUREATE SELECTION COMMITTEE

- ♥ While at arms' length from the actual selection of the inductees, the CMHF Board:
 - recruits and approves members of the Laureate Selection Committee
 - establishes the nomination categories and criteria
 - manages the call for nominations
 - establishes the review process and rating system (with input from the Laureate Selection Committee Chair)
- ♥ Using the process provided, a recommendation of up to six inductees, one of which may be a posthumous inductee, may be made by the Laureate Selection Committee to the Board
- ♥ The CMHF Board reviews the Laureate Selection Committee recommendation from a due diligence perspective with a view to ratification

B. ABOUT NOMINATION PACKAGES

- ♥ Nomination packages may remain active for up to three years. NOTE: Since there was no selection process in 2020 due to COVID -19, all files in the system were held over one year to allow for three opportunities for review. Nominators may update or slightly revise a package within the three years
- ♥ Where a nominator revises all elements of the package (eg., new nomination letter, new support letters), it is considered to be a new nomination replacing the initial nomination
- ♥ A second nomination of an individual from a different nominator, while the original nomination is still active, will be reviewed by the Laureate Selection Committee along with the original nomination. The two nominations will be considered as one for the purpose of evaluation.
- ♥ Individuals may be nominated again after three years, but a new nomination package must be submitted
- ♥ There is no limit on the number of times an individual may be nominated

C. **CRITERIA**

- ❖ Canadian Medical Hall of Fame Laureates are Canadian citizens whose outstanding leadership and contributions to medicine and the health sciences, in Canada or abroad, have led to extraordinary achievements in understanding, preventing, or treating disease, or in the development of health care systems. **(revise based on final criteria and categories)**
- ❖ Their work may be a single meritorious contribution or a lifetime of superior accomplishments. Pioneers in their field, they are role models who inspire young Canadians to pursue careers in the health sciences.
- ❖ Laureates include worthy nominees from a variety of disciplines and from many diverse professions and roles including doctors, researchers, nurses, dentists, pharmacists, policy makers - to name only a few.
- ❖ The CMHF recognizes that contributions deemed worthy of Laureate status evolve over time and differ across diverse communities, requiring that the selection process must be able to recognize excellence in the context of time and place.
- ❖ Nominations of Canadians from diverse communities and disciplines, living or posthumous, who meet the criteria of excellence in health-related fields are encouraged.

Laureates are recognized for their work in one or more of the following categories:

- ❖ Leadership in building excellence in health for Canadians and the world
- ❖ Leadership in health promotion, illness prevention and care
- ❖ Leadership in research with national and international recognition for a scientific contribution

D. **REVIEW PROCESS**

- ❖ Each year's selection is relative to the pool of nominees in that year
- ❖ In the folders you will find:
 - One folder with nominations for POSTHUMOUS nominees ##)
 - One folder with nominations for LIVING nominees (##)

The files are saved using the following naming convention:

NEW - Last Name, First Name	New nomination received this year
A - Last Name, First Name	Received at least one 'A' last year
B - Last Name, First Name	Received no 'A's last year

- ❖ **NEW COMMITTEE MEMBERS** are required to review and rate all nomination packages and are free to defend any of the nominees regardless of previous ratings
- ❖ **RETURNING COMMITTEE MEMBERS** are not required to review or rate nominations that received no A ratings in last year (i.e. files that start with B), but may do so if they wish

1. **RATE the files using the rubric below.** Assign no more than one A in the posthumous category and no more than five A's in the living category. Those not assigned an A will be

scored A-, B+, B, C, or COI. Use the A- score sparingly, only for those deserving an A but not in your top six.

2. **RECORD** your ratings electronically in the EXCEL rating sheets or print and record manually and then scan and email (NOTE: Each sheet prints on legal sized paper)
3. **MAKE NOTES FOR YOURSELF** to refer to at the meeting as all committee members are required to 'make the case' for their A rated nominees

RUBRIC

Rate	Description
A	<ul style="list-style-type: none"> • Outstanding nominee worthy of being considered a Laureate • Strong role model for Canadians • National and/or global impact (regional impact valid if emulated elsewhere) • Persuasive nomination letter and outstanding letters of support • One of your top six candidates in total • Note: Please do not use A+ in your returned scores – the highest score that can be recorded is an A, and only 6 A's can be used
A-	<ul style="list-style-type: none"> • Worthy of being considered a Laureate who would rate an 'A' if you had more than six 'A's to assign (use sparingly, ideally no more than five)
B+	<ul style="list-style-type: none"> • Among the highest ranked B candidates and could be considered for Laureate status if others on the review panel have scored the individual an A and if they succeed in making the case for that individual
B	<ul style="list-style-type: none"> • Strong candidate but not competitive with those scoring A • Strong package but not as compelling as those scoring A • May be considered a laureate should new information become available
COI	(see proposed revision)

NEXT STEPS AND MEETING PROCESS

- Return your completed rating sheets to the CMHF by **DATE DATE** via email to Janice McNorgan jmcnorgan@cdnmedhall.ca (scan and email hard copy if not capturing ratings electronically)
- An agenda and summary of ratings will be emailed to you shortly before the meeting

LAUREATE SELECTION COMMITTEE MEETING:

WEDNESDAY, SEPTEMBER 7, 2022, TIME TBD
LOCATION tbd

NEW: CONDUCT OF THE MEETING

- Prior to the meeting CMHF staff will collate the scores and produce two ranked lists, one for posthumous nominees and one for living nominees.
- The lists will be ordered first by the number of A scores received, then in order by A- and B+.

- The intent of the ranking is to allow the Committee to focus its discussion on nominees who have received at least one A score.
- These rankings will be provided to committee members a few days in advance of the Meeting.

The Chair will also be provided with a list of Committee members identifying their A nominees, making it easier for them to be called upon to speak in support of their A candidates.

At the meeting, following introductions and instructions, the Chair will seek a consensus on the following recommended process, that will be applied first to the Posthumous category and then to the Living category.

1. Identify all nominees with one or more A scores, and from this “long list” begin to construct a “short list” from which will be selected one posthumous nominee and five living nominees.
2. Begin the discussion with consideration of all nominees with multiple A scores, asking each member to speak in favour of their A candidates. For each nominee discussed, seek consensus on whether or not they should be added to the short list, deselected for the short list or put on a “hold list” for further discussion later in the meeting.
3. Once nominees with multiple A’s have been discussed, focus discussion on nominees with one A score and multiple A- scores. If there are a lot of such nominees, the Chair may seek consensus on how far down the list discussion is warranted.
4. When this process is complete, those on the hold list can be reconsidered for the short list.
5. Once the short list is complete the committee will be asked to further shorten it to one posthumous candidate and five living candidates. This can be done by positive selection of the top candidates or by dropping the least favoured candidates from the short list. When consensus cannot be reached a vote may need to be taken on some candidates. Guidance below:

Note 1: In arriving at the final list of one posthumous and five living nominees the Committee is asked to consider the need for a measure of gender balance, regional balance, and attention to the desirability for equity, diversity, and inclusion.

- Gender imbalance with less than two selected females does raise concerns. In this situation it may be judicious, when possible, to select a female who is considered to be essentially on par with a male nominee who might otherwise be selected.

- Similar consideration may be applied to maintain a measure of regional imbalance.

- When there is a choice between two nominees who are essentially on par based on the discussion at the meeting, it may be judicious to select the one who reflects diversity over one that does not.

Note 2: While nominees from the institution hosting the induction ceremony should not be selected because of that connection, there may be situations where the host institution is a relevant consideration.

- When there is a choice between two nominees who are essentially on par based on the discussion at the meeting, it may be judicious to select the one from the institution hosting the ceremony.

- When a nominee is selected from an institution that is hosting the following year induction ceremony, that nominee may be selected but deferred for a year, in essence being pre-selected for Laureate status the following year, reducing by one the number of Laureates selected in the next competition.

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See draft REVISED COI for considerations - this is embedded in Board Policy and so needs to be revised there also

TO: COI - October 2021

Committee members must declare a Conflict of Interest (COI) and abstain from rating or discussing nominees:

- with whom they have had a non-trivial personal, professional, or academic relationship
- with whom they have collaborated on a project, publication or shared funding initiative in the past five years, or plan to do so in the future
- with whom they have had a hierarchical relationship (e.g. employer, mentor, department head, dean) or the reverse (e.g. employee, trainee, faculty member)
- with whom they have long-standing professional or personal differences rendering them unable to provide an impartial review
- whose nomination was prepared by, or supported by, an institution in which they have an active professional or administrative role

Committee members need not exclude themselves from commenting or voting on a nominee *solely* because they are from the same institution if:

- they do not work in the same field and have no professional or personal interaction
- they do not know the candidate beyond a casual meeting
- they know of the candidate only as a notable figure in their institution

Committee members who are uncertain about a potential COI may declare such uncertainty to the Chair, who may rule on the matter following consultation with the Committee as a whole.

Members with a declared COI will be asked to leave the room (or the virtual meeting site) during the primary discussion of a nominee, but will be allowed to remain in the room during subsequent discussions involving all nominees and their relative status in the selection process.

FROM:

In accordance with the Nomination and Selection of Laureates Policy (LAUR 002), while committee members are serving on the committee they:

- may not nominate or provide a letter of support for a potential candidate
- cannot be selected if they are nominated

Committee members must declare a conflict of interest and abstain from rating or discussing nominees:

- whose major work occurs in a university or institution where they are employee
- with whom they have a personal, professional or academic relationship
- with whom they have collaborated on a publication or grant application in the past 5 years

SAMPLE note to unsuccessful nominators - one three messages:

With regards to the status of your nomination, it is still active and will be carried forward for consideration in our 2023 and 2024 Inductions with no action required on your part.

With regards to the status of your nomination, it is still active and will be carried forward for final consideration in our 2023 Induction with no action required on your part.

With regards to the status of your nomination, it has now expired.

~~~~~  
**Subject:** Outcome of your CMHF nomination

Dear Dr. ####:

I write to you today regarding your nomination of Dr. #### #### whose name you put forward to be considered for induction into the Canadian Medical Hall of Fame. On behalf of the Board of Directors, please note that Dr. #### was not selected for Induction in 2022.

*With regards to the status of your nomination, it is still active and will be carried forward for consideration in our 2023 and 2024 Inductions with no action required on your part.*

Your time and energy involved in compiling a comprehensive nomination package is genuinely appreciated. Our Selection Committee adheres to a rigorous review process to meet the challenge of selecting six recipients (one posthumous) from an extensive list of worthy candidates.

The details of the nomination categories, along with a document called *Components of a Compelling Nomination Package* are available on our website [www.cdnmedhall.ca/nominate](http://www.cdnmedhall.ca/nominate) and should prove helpful if you wish to revise an existing nomination, re-nominate an individual or nominate another person. The deadline for nominations for the 2023 Induction is Monday, June 13, 2022.

The names of the 2022 inductees were publicly announced on September 28, 2021:

|                                  |                                     |
|----------------------------------|-------------------------------------|
| Sir John Bell, GBE BMBCh DM      | David J.A. Jenkins, OC DM DPhil DSc |
| Thomas A. Dignan, CM OOnt MD BSc | Jonathan L. Meakins, OC MD DSc      |
| Daniel Drucker, OC MD            | Noralou P. Roos, OC PhD             |

We invite you to join us in celebrating their accomplishments on **Friday, June 17, 2022** at the Shaw Centre in Ottawa, ON.

If you have questions, please contact Lissa Foster at 519.488.2003 x 1002 or [lfoster@cdnmedhall.ca](mailto:lfoster@cdnmedhall.ca).

Thank you for your dedication to the noble cause of celebrating Canada's medical heroes.

Deborah Ash

Canadian Medical Hall of Fame  
Laureate Selection Committee Diversity Matrix

| Selection Committee Member | Last Year of First Term | Last Year of Second Term | Location | Female / Male | Health Sector Representation |         |           |              |                                        | Other health discipline | Perspective of: |          |                               |                            |                                      | Laureate | Induction Category Representation |                     |   |   |
|----------------------------|-------------------------|--------------------------|----------|---------------|------------------------------|---------|-----------|--------------|----------------------------------------|-------------------------|-----------------|----------|-------------------------------|----------------------------|--------------------------------------|----------|-----------------------------------|---------------------|---|---|
|                            |                         |                          |          |               | Medical                      | Nursing | Dentistry | Pharmacology | Industry (pharmas & biotech companies) |                         | Research        | Academic | Clinical Practice/Health Care | Public & Population Health | Health promotion, illness prevention |          | Building excellence in health     | Scientific research |   |   |
| Roderick McInnes (Chair)   |                         |                          | QC       | M             | x                            |         |           |              |                                        |                         | x               |          |                               |                            |                                      |          |                                   |                     | x |   |
| David Anderson             | 2023                    |                          | NS       | M             |                              |         |           |              |                                        |                         |                 |          |                               |                            |                                      |          |                                   |                     |   |   |
| Naranjan Dhalla            | 2023                    |                          | MB       | M             |                              |         |           | x            |                                        |                         | x               | x        |                               |                            |                                      |          |                                   |                     | x |   |
| Vladimir Hachinski         | 2022                    |                          | ON       | M             | x                            |         |           |              |                                        |                         |                 | x        |                               |                            |                                      |          |                                   | x                   |   |   |
| Judith Hall                | 2017                    | 2021                     | BC       | F             | x                            |         |           |              |                                        |                         | x               | x        | x                             |                            |                                      |          |                                   | x                   | x | x |
| France Légaré              | 2021                    |                          | QC       | F             | x                            |         |           |              |                                        |                         | x               | x        | x                             | x                          |                                      |          |                                   | x                   | x | x |
| Philip Marsden             | 2022                    |                          | ON       | M             | x                            |         |           |              |                                        |                         | x               | x        | x                             |                            |                                      |          |                                   |                     |   | x |
| Anne Martin-Mathews        | 2021                    |                          | BC       | F             |                              |         |           |              | x                                      |                         | x               | x        |                               | x                          |                                      |          |                                   | x                   |   | x |
| Robyn Tamblyn              | 2023                    |                          | QC       | F             | x                            |         |           |              |                                        |                         | x               |          |                               |                            |                                      |          |                                   |                     |   | x |
| Cornelia (Nel) Weiman      | 2023                    |                          | BC       | F             | x                            |         |           |              |                                        |                         |                 |          |                               | x                          |                                      |          |                                   | x                   |   |   |

other = soc

NOTE: The term year is the year in which the the selection meeting falls (not the year of the induction)