



# Faculty of Public Health

of the Royal Colleges of Physicians of the United Kingdom

Working to improve the public's health

## Proposals for distinction grades of membership Guidance for completing proposal forms – 2011 - 2012

### General Information for proposers

1. There is a single proposal form for all distinction grades of membership. Proposers, who must be Fellows of the Faculty in good standing, must select **one** distinction grade on which to base their proposal by ticking the appropriate box near the top of page 1 of the form. Each proposal must be signed by two good standing Fellows, using a **single** form. Both signatures (scanned are acceptable) must appear on the same form.
2. Ensuring appropriate standards are met and preserving the reputation of the Faculty are a vital part of this process. Nominating Fellows are making a recommendation to the Faculty in their professional capacity and should only nominate candidates when they are aware of sufficient evidence to justify their recommendation.
3. Likewise, the Committee have to apply strict criteria in their assessment (see below for criteria and scoring) and it is the nominator's responsibility to ensure that sufficient evidence (should it exist) is provided to the Committee. Failure to do this is likely to result in the nomination being unsuccessful.
4. Supporting papers, CVs, continuation sheets and hand written proposals are not required and will not be accepted or considered by the Fellowship Committee.
5. The Fellowship Committee reserves the right to move nominations between categories.
6. On election, all candidates must agree to comply with the Faculty's minimum CPD standards either by participating in the FPH CPD scheme and submitting an annual return or by being given a formal exemption against the criteria from doing so. In some cases candidates will be automatically exempted.
7. Specific evidence of the candidate's contributions to *one or more* of the science, literature, or practice of public health, or of their contribution (or potential contribution) to the work of FPH must be provided in the appropriate boxes on page 2 of the proposal form. These boxes will use to inform the Fellowship Committee as to whether the candidate is above or below the line or to score them, based on the criteria described overleaf. Please adhere to the wordcount.
8. Proposals must be treated as confidential but proposers may tell potential candidates that their names are going forward for consideration on the understanding that success is not a foregone conclusion. The Fellowship Committee will not accept direct applications for any of the distinction grades.
9. The Fellowship Committee meets annually in January to make recommendations to the Board for elections to the distinction grades. Those elected by the Board will then be invited to accept Fellowship or Membership. New Fellows and Members will normally be admitted at the next following Annual General Meeting of the Faculty.
10. Proposers will be informed of the Board's decision either by post or by email in March; no information will be divulged before then. The Board has ruled that there shall be no correspondence on decisions of the Fellowship Committee.

11. In the event of rejection proposals will not be considered until the next annual meeting of the Fellowship Committee when a fresh submission will be required using the current year's proposal forms.
12. The closing date for receipt of proposals is **Wednesday 30 November 2011**. Late proposals will not be accepted.
13. Proposal forms can be downloaded from the Faculty's web site at:  
[http://www.fph.org.uk/distinction\\_grades\\_of\\_membership](http://www.fph.org.uk/distinction_grades_of_membership)

**Deciding which category to propose to.**  
**Fellowship Committee criteria and scoring system**

**Membership through Distinction and Fellowship through Distinction [Standing Order 7(c)]**

**UK nominees**

*'The Board may elect as Members/Fellows of the FPH ... persons, proposed by at least two Fellows, who are judged by the Board to be of distinction having regard to their contribution to the science, literature, or practice of public health.....'* (From standing order 7c)

Candidates for Membership through distinction will not be FPH members or previously have been FPH members in any category, nor be on a specialist register in public health.

Candidates who might reasonably be expected to take the FPH's Membership exams or qualify for exemption from them, or might reasonably be expected to qualify for Membership or Fellowship by exemption, should not be proposed for any of the distinction grades of membership and will not be accepted. The expectation for individuals in public health practice in the UK is that they would become eligible for membership through successful completion of either the prospective training route or retrospective recognition with the GMC or UKPHR, not through the Distinction route.

Membership through distinction (MTD) is normally for people who work at MA and beyond level and have improved public health practice, policy or research. Fellowship through Distinction (FTD) is normally for people who work at Consultant level or beyond and have improved public health practice, policy or research.

*Membership or Fellowship through Distinction is therefore an unusual route to membership for people from the UK and it is unlikely to be awarded to anyone with a formal qualification in public health*

**Criteria**

- Evidence of level of at which the nominee is operating in order for the committee to decide whether membership or Fellowship is appropriate
- Evidence on nomination form that the examination or exemption routes to Membership or Fellowship are unsuitable for the nominee
- Evidence of substantial contribution to the practice of public health

**International nominees**

*'The Board may elect as Members/Fellows of the FPH ... persons, proposed by at least two Fellows, who are judged by the Board to be of distinction having regard to their contribution to the science, literature, or practice of public health.....'*

Candidates for Membership or Fellowship through Distinction will not be FPH members or previously have been FPH members in any category, nor be on a specialist register in public health.

Candidates who might reasonably be expected to take the FPH's Membership exams or qualify for exemption from them, or might reasonably be expected to qualify for Membership (or Fellowship) by exemption, should not be proposed for any of the distinction grades of membership and will not be accepted.

Membership through Distinction (MTD) is normally for people who work at MA and beyond level in public health practice, policy or research. Fellowship through Distinction (FTD) is normally for people who work at Consultant level or beyond in public health practice, policy or research.

A scoring system will be used against criteria for International nominees in order that equivalence can be applied.

### Criteria

- A. Explanation of formal qualifications they have and evidence of what standard these qualifications are set at
- B. Evidence of the level of public health at which the nominee is operating
- C. Evidence that they have made a substantial contribution to public health practice, policy or research, or to the specialty of public health;
- D. Evidence to support the expectation that conferring membership would be beneficial to FPH.

Score	0	1	2
<b>Category</b>			
<b>A Qualification from University or Professional body</b>	Insufficient demonstration of formal public health qualifications	Qualification broadly equivalent to Masters in PH (or in one of its domains)	Qualification broadly equivalent to MFPH Part A examination
<b>B Operating at Consultant (or equivalent) level</b>	Insufficient evidence of operating at Consultant (or equivalent) level	In a Consultant level post (or operating at Consultant level in a less formal hierarchy)	At least Consultant level post, operating or impacting at more senior strategic/policy level
<b>C Contribution to PH</b>	Insufficient evidence of significant contribution over and above expected	Evidence of significant contribution to public health practice, policy or research, or to the specialty of public health	Evidence of outstanding contribution to public health practice, policy or research, or to the specialty of public health
<b>D Benefit to FPH</b>	No identification of specific role(s) for FPH identified.	Identified role(s) (present or future) in promoting or developing the FPH's remit, (eg advocacy, training or admin for FPH)	Identified major role (present or future) in promoting or developing the FPH's remit at a senior/strategic/policy level

## Scoring

In order to qualify for Membership through Distinction, the nominee must score at least two points, at least one of which must be in category B and at least one in Category C (contribution to public health practice, policy or research)

In order to qualify for Fellowship through Distinction, the nominee must score at least four points, at least one of which must be in category A and at least one in category C.

## Honorary Membership [Standing Order 8]

### UK and International Nominees

*'On the recommendation of the Board, the FPH in General Meeting may bestow Honorary Membership on persons in recognition of their service to the FPH or their contribution to the science, literature or practice of public health.'*

### Criteria

Candidates for Honorary Membership will not be FPH members or previously have been FPH members in any category, nor be on a specialist register in public health.

- Those who have rendered a major service or have made a major contribution to FPH.

## Honorary Fellowship [Standing Order 10]

### UK and International Nominees

*'On the recommendation of the Board, the FPH in General Meeting may bestow Honorary Fellowship on persons of eminence who have rendered exceptional services to the science, literature or practice of public health. Not more than six Honorary Fellowships shall be bestowed in any one year.'*

### Criteria

Honorary Fellows will have made an outstanding contribution to one or more of:

- Improving the health of the public.
- Improving the practice of public health.
- Contributing to the remit of the FPH.



**FACULTY OF  
PUBLIC HEALTH**