

# Nomination Guidance

## Distinction and honorary grades of membership 2021/2022



FACULTY OF  
PUBLIC HEALTH

### Guidance for proposals

Election to Practitioner Membership, Membership or Fellowship of the Faculty Public Health (FPH) via the distinction and honorary routes is the way we recognise those who have made a significant contribution to one or more of the following areas:

- to the science, literature or practice of public health
- to raising the profile of public health
- to the work of FPH itself

All candidates for distinction and honorary membership must be nominated by two existing Fellows of the Faculty of Public Health. There is no limit on the number of individuals that each Fellow can nominate each year.

The timeline for the 2021/2022 nominations round is:

- All proposals to be received by 17:00 on 30 November 2021
- Successful candidates and their proposers to be notified in March 2022
- New members to be admitted to membership at the FPH annual general meeting in June 2022

In this document you will find:

- 1. The distinction and honorary grades of membership explained**
- 2. The rules and processes for making a proposal**
- 3. Guidance on completing the nomination form and how to answer questions asked in each section of the form**
- 4. What happens after you submit your nomination form**

Proposals can be submitted throughout the year for Practitioner Membership through Distinction. The Fellowship Committee will review monthly those received.

If you have any queries about the nomination process, please email [membership@fph.org.uk](mailto:membership@fph.org.uk)

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### 1. Distinction and honorary grades of membership

There are five categories of distinction and honorary grades of membership:

- Honorary Fellowship
- Honorary Membership
- Fellowship through Distinction
- Membership through Distinction
- Practitioner Membership through Distinction

The difference between distinction and honorary membership is that holders of Practitioner Membership, Membership or Fellowship through Distinction will normally work within core public health practice, whether in the UK or overseas. Honorary Members do not need to have worked in core public health and may not have a professional public health background. Honorary Fellows, who hold the highest level of FPH membership, may or may not have worked in core public health.

#### The definition of core public health

FPH considers core public health practice to be work which contributes to **one or more** of the three domains of public health:

- Health improvement, including work to improve mental and physical health as well as health inequalities
- Health protection, including disease prevention, environmental health and urban planning
- Improving services for clinical effectiveness, efficiency, service planning, audit and evaluation, equity or clinical governance

Public health intelligence, which supports these three domains, including academic research, is also considered core public health as part of FPH's nomination criteria. This definition can be applied to anyone who considers public health as being their primary role.

#### Honorary Fellowship

Honorary Fellowship is the highest level of FPH membership. Only ten Honorary Fellowships can be awarded each year. Proposals should reflect this by putting forward nominations for only the highest achievements in public health. Proposals will be scored according to the criteria outlined below.

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

- Improving the health of the public
- Improving the practice of public health
- Contributing to the remit of the Faculty of Public Health

Those awarded Honorary Fellowship use the designation HonFFPH. Candidates for Honorary Fellowship who do not make the final ten may instead be awarded Honorary Membership. Examples of previous

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Honorary Fellows include:

- Past FPH Presidents
- Chief Medical Officers who have made a substantial impact on public health
- Public health champions whose efforts have been instrumental in major changes to UK and global public health policy

**Honorary Fellows do not pay a subscription fee to maintain their membership.** They are also exempt from participating in the FPH CPD scheme.

### Honorary Membership

Honorary Membership is FPH's way of honouring those people who do not work in core public health practice but have made a significant contribution to the science, literature or practice of public health or have rendered a major service to FPH. Only 15 Honorary Memberships can be awarded each year. Candidates for Honorary Membership will not be eligible for any other category of FPH membership and will not be on a specialist register in public health.

Those awarded Honorary Membership use the designation HonMFPH.

Examples of previous Honorary Members include:

- Specialists from other medical professions who have made significant contributions to FPH work and public health policy
- Professionals from other public services, such as police officers, who have made substantial contributions to public health programmes
- Officers within other UK health organisations or charities who have contributed to FPH work or wider public health

**Honorary Members do not pay a subscription fee to maintain their membership.** They are also exempt from participating in the FPH CPD scheme.

### Membership and Fellowship through Distinction

Membership and Fellowship through Distinction are aimed at individuals who work in core public health posts and have demonstrated the appropriate level of competence for the country in which they work or trained.

As a general rule, Membership through Distinction (MTD) is normally for people who work at or above Master's degree level in public health practice, policy or research. Fellowship through Distinction (FTD) is normally for people who work at consultant level or above in public health practice, policy or research. Those who have made a contribution to public health from the wider public health workforce or from a lay background should be proposed for Honorary Membership.

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### International nominees

FPH encourages membership from countries outside the UK. However, because of the variability in formal public health training schemes across the world, it is not possible to set comprehensive criteria for MTD and FTD that can be applied across all countries consistently. Proposers are therefore required to testify to the level at which they believe the candidate works and to explain how it compares to similar UK qualifications.

Previous recipients of Membership through Distinction include:

- People from outside the UK who have completed similar training in public health to UK specialists and who have made a significant contribution to public health in their country or region

Previous recipients of Fellowship through Distinction include:

- People from outside the UK who work at a senior public health level, comparable with consultant in the UK, and who have made an outstanding contribution to the development of public health programmes in their own country and/or beyond.

### UK nominees

This route enables the Faculty to offer Membership or Fellowship to public health specialists or practitioners in the UK who are judged to be of sufficient standing but whose careers have not followed a traditional course, and they have now reached a stage where examination or portfolio assessment would not be appropriate.

The process will take into account whether prior opportunities for membership may reasonably have been available during the nominee's career. Membership or Fellowship through Distinction is not an alternative route to Membership or Fellowship by examination or exemption, if such a route could be reasonably have been expected of the nominee.

### UK defined specialists

Defined specialist registrants with the UK Public Health Register (UKPHR) may be eligible for FPH Membership or Fellowship via one of the two exemption routes available.

Defined specialists who submitted a portfolio before 1 July 2013 are automatically eligible for Fellowship through exemption. Defined specialists who submit a portfolio after the 1 July 2013 will automatically be offered Membership (MFPH) through exemption upon registration with the UKPHR.

Defined specialists who currently hold Membership through exemption may be eligible for the award of Fellowship through Distinction based on the candidate's contribution to public health practice, policy or research. These individuals should be nominated in the same way as other candidates for our distinction grades of membership and will be assessed in the same way by the Fellowship Committee.

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**Members and Fellows through Distinction are expected to undertake CPD (or claim exemption) and pay subscription fees equivalent to all other paying Members and Fellows to maintain their membership.**

### Practitioner Membership through Distinction

Practitioner Membership through Distinction is offered to public health practitioners who are not expected to go through the UKPHR practitioner registration process or another applicable professional registration process. This is likely to be for nominees wishing to join FPH as a practitioner from outside the UK and for those who have reached senior levels throughout their career thus far.

Nominations for Practitioner Membership through Distinction must demonstrate that a nominee is currently working in core public health at practitioner level. Full guidance on FPH's criteria for Practitioner Membership can be found [here](#).

#### What do we mean by practitioner?

For the purpose of Practitioner Membership, FPH defines practitioners as members of the public health workforce who work in various areas of public health practice, including health improvement, health protection and health and social care quality (often called "healthcare public health"). FPH considers practitioners to work in many places, for many organisations and in many areas of public health. They usually work at levels 5 to 7 of the current Public Health Skills & Knowledge Framework (PHSKF) but may also work in advanced roles above level 7.

#### Who can be nominated for Practitioner Membership through Distinction?

- Applicants must not be eligible for any other category of FPH membership (excluding FPH's Student and Associate categories)
- If a nominee is eligible for Practitioner Membership through another route then they are not eligible for Practitioner Membership through Distinction and will be offered regular Practitioner Membership

Practitioner Members through Distinction are expected to undertake CPD and pay subscription fees equivalent to all other paying Practitioner Members.

Proposals can be accepted throughout the year for Practitioner Membership through Distinction and the Fellowship Committee will agree monthly on those who are successful.

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### 2. The rules and processes for making a proposal

#### Before making a proposal, you should consider the following:

1. The closing date for receipt of proposals is 30 November 2021. Late proposals will not be accepted.
2. Proposal forms can be downloaded from the Faculty's website at:  
<https://www.fph.org.uk/membership/nominating-new-members/>
3. Each proposal must be signed by two FPH Fellows in good standing, using a single form.
4. Proposers must have knowledge of the work of the candidates they are nominating and must state clearly in what capacity they know them (eg work colleague or personal friend). They must also confirm that they do not stand to gain any personal benefit from the nomination.
5. It is the responsibility of proposers to highlight the work of the nominee in order to bring the key elements relevant to the assessment criteria to the Faculty's attention. Members of the FPH Fellowship Committee, which considers the proposals, cannot take responsibility for failing to consider relevant information that is not included in the proposal form.
6. Candidates should not be proposed if they might reasonably be expected to have taken (or take) the FPH's Membership exams, completed specialist registration or qualify for any other FPH membership category. Nominations for such candidates will be rejected.
7. 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.

#### When preparing your proposal you should also be aware that:

- Supporting papers and CVs are not required and will not be accepted or considered by the Fellowship Committee.
- The Board delegates the function of assessing nominated candidates to the Fellowship Committee, comprising FPH Officers and four committee members. Their recommendations are submitted to the Board for formal approval.
- The Fellowship Committee reserves the right to move nominations between categories and a candidate may receive a different grade to that for which they were nominated. For example, a nomination for Membership through Distinction may result in an award of Fellowship through Distinction, and viceversa.

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### 3. Completing the nomination form

1. Each form must be typed and submitted electronically. Handwritten forms will not be accepted.
2. Each form must be signed by two FPH Fellows in good standing.
3. Both signatures must appear on the same form. Scanned signatures are acceptable.
4. Specific evidence of the candidate's contribution to one or more of the criteria must be provided in the proposal form:
  - a. contribution to the science, literature or practice of public health
  - b. raising the profile of public health
  - c. contribution (or potential contribution) to the work of FPH

The evidence will be used by the Fellowship Committee to judge the candidate's suitability and to score the application.

5. Do not assume knowledge of a candidate's excellence. Provide concise evidence of their substantial individual contributions to public health, above and beyond their role. A list of job titles is unlikely to be enough.
6. Please ensure that you adhere to the word count where stated and that your answer to each question is within the maximum word count requested. Nominations which provide insufficient detail will be rejected.

Distinction and honorary grades of membership are for recognising significant contributions to public health or to FPH and a scoring system is used to evaluate the evidence provided against the criteria set out in section 4 of the proposal form. Although each nomination will have been put forward for a particular membership category, the Fellowship Committee will score each nomination according to the same criteria and then award the most appropriate grade of membership.

#### Section 1 – Nominee details

Proposers are asked to provide contact details for their nominee.

#### Section 2 – Membership category

Proposers are asked to select the membership category for which they wish to nominate their candidate. Only one may be selected. Check the relevant box.

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### Section 3 – Professional practice

#### (a) Is the nominee working in core public health?

Proposers are asked whether the nominee is working in core public health practice. This allows the scorers to decide whether an application is suitable for a distinction or an honorary grade.

Is the nominee working in core public health?	Yes	No
<b>Meaning ...</b>	Nominee is working in core public health	Nominee is not working in core public health
<b>Therefore ...</b>	Candidate will be considered for a distinction grade.	Candidate will be considered for an honorary grade

The Faculty's definition of core public health is outlined earlier in this document.

#### (b) Is the nominee working at specialist level or equivalent?

Proposers are asked whether their nominee is working as a minimum at specialist level or equivalent. This allows scorers to decide whether the applicant is working at the minimum level required for Fellowship of FPH. If a nominee is not working at specialist level, they may not be eligible for FPH Fellowship and will be considered for Membership (MFPH) or Practitioner Membership (PFPH) through Distinction.

Is the nominee working at specialist level or equivalent?	Yes	No
<b>Meaning ...</b>	Qualified: operating at least at specialist level, or the equivalent post in a non-medical employment structure	Unqualified: there is no evidence of the candidate operating at specialist level or equivalent
<b>Therefore ...</b>	Candidate meets minimum standards for Fellowship	Candidate may not be eligible for Fellowship and will be considered for Membership (MFPH) or Practitioner Membership (PPH) through Distinction

Proposers who answer 'yes' to the questions in section 3 will need **to provide evidence** that the nominee is working in core public health and/or at specialist level when completing section 4.



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### Section 4 - Assessment criteria

Please provide evidence against each of the assessment criteria:

1. the nominee's current job title and employer details
2. the nominee's professional qualifications, honours and training (dates and institutions), and the professional organisations of which they are a member
3. details of the nominee's contribution to the science, literature or practice of public health, raising the profile of public health and/or to the work of FPH (maximum 300 words)
4. how FPH might benefit by awarding membership to the nominee (maximum 300 words)

Acceptable evidence includes:

- Working in a specialist or equivalent post outside of the UK
- Providing programmes, research or policy equivalent to specialist standard in a non-medical capacity

This check ensures that all proposals for a distinction grade of membership, regardless of whether they result in Fellowship or Membership, meet the baseline standard for the professional capability every member must demonstrate in order to be part of FPH.

The scoring system used by the Fellowship Committee is as follows:

Criterion	Score		
	0	1	3
<b>Contribution to the science, literature or practice of public health, raising the profile of public health and/or the work of FPH</b>	Insufficient evidence of significant contribution to public health	Evidence of <b>significant</b> contribution to public health practice, policy or research, raising the profile of public health and/or the work of FPH	Evidence of <b>outstanding</b> contribution to public health practice, policy or research, raising the profile of public health and/or the work of FPH
<b>Award is of benefit to FPH</b>	No identification of specific role(s) within FPH	Identified role(s) (present or future) in promoting or developing FPH's work (eg advocacy, training or admin for FPH)	Identified major role(s) (present or future) in promoting or developing the FPH's remit at a governing, strategic or policy level

The scores are only a guide for the Fellowship Committee; the final decision for each nomination is agreed through discussion and consensus.

### 4. What happens after you submit your nomination form?

1. The Fellowship Committee meets annually to assess the nominations and makes a recommendation to the FPH Board of those to be awarded distinction and honorary grades of membership. Those elected by the Board will be invited to accept their award and will be admitted to membership at the annual general meeting in June.
2. The Fellowship Committee retains the right not to make an award to a candidate if the majority of committee members believe that the award is inappropriate in light of the personal or professional status of the candidate, or if there are other factors that have an influence on their nomination. This could include, for example, rejecting a nomination if there was significant evidence that a nominee had conducted work that undermines the professional and moral values of FPH, either independently or via supporting an employer with a poor human rights record.
3. The Fellowship Committee will endeavour to make a judgement on the appropriateness of each nomination. However, proposers and committee members accept that such judgement is limited to the committee members' assessment of the information contained within each nomination. The Board may request further scrutiny of a nomination if insufficient information is available and the Fellowship Committee is in doubt of their ability to reach a reasonable decision.
4. Proposers will be informed of the Board's decision 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. This means that feedback will not be given on any of the results or decisions made.
5. On accepting membership, all candidates must agree to comply with the Faculty's minimum CPD requirements, either by participating in the FPH CPD scheme and submitting an annual return, or by being given a formal exemption against the criteria laid down by FPH. Candidates who are admitted to Honorary Membership and Honorary Fellowship will be automatically exempted.
6. 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 form.

October 2021