



## Rehabilitation Clinic of the Year

The Rehabilitation Clinic of the Year will be judged upon each applicant's entry (2000 word max) statement.

Please note that your document should be **no more than 2000 words in total, which includes your 250 word summary**. You may additionally include attachments (visuals, photos, charts, etc) that you think would help your application.

1. Summary	In no more than 250 words, summarise why your Rehabilitation Clinic deserves to win this award
2. Operational Process	Information on how the clinic is run is essential and how it has been setup to promote wellbeing and recovery.
3. Staff Training & Coordination	How does your clinic select staff, train them and monitor their progress to ensure the best care for your patients?
4. Compliance	Information on all services offered, staff vetting, health & safety standards are essential. You will also need to provide information on how your clinic complies with regulations and standards set out by HSE or equivalent
5. Community	What positive effects has the Centre had on the surrounding community?
6. Plans Going Forward	Applicants must show their plans going forward to further enhance their services for growing community demands and upcoming generations.
7. Service User Feedback	Please give details of service user feedback to strengthen your application.

## Essential tips for a successful entry

A successful application must try to address all of the points above. Marks will be allocated only on the evidence provided.

Use the headings shown to highlight your answers to those specific questions. Include information on your exceptional successes during the year such as systems, innovations or techniques that have reaped significant benefits.

**Concentrate on facts that can be substantiated.** Attachments can be included, which are particularly important for the judges to be able to see your successes or innovations.

Please remember that ONLY THE FIRST 2000 words of core information (and supporting material that you may have provided) of your submission will be assessed