

Saluting Excellence Awards 2021

Recognising Employees' Achievements

We are pleased to announce the Vasey RSL Care Saluting Excellence Awards 2021.

Last year was a very unusual year, and due to the circumstances we held an online Awards Presentation for the first time. This year, we are hopeful of having our Staff Saluting Excellence Conference in October – depending on the pandemic situation at that time – and the Awards will be presented to employees on that day.

These awards demonstrate how much you are appreciated and valued by those we care for, their families and other employees. They are the most prestigious awards a Vasey RSL Care employee can receive and a significant part of our Employee Recognition Program, which strives to encourage and recognise excellence across the whole organisation.

The Saluting Excellence Awards 2021 are an opportunity for you to make sure that the coworkers you admire and look up to are recognised for their care, commitment and passion. These deserving people can only be recognised if you take the time to nominate them.

Please read the following information about the nomination process, and remember that nominations close at **5pm on Monday 23 August 2021.**

Nominations must be completed online at
<http://www.vaseyrslcare.org.au/awards2021/>

We are fortunate to have a wonderful team here at Vasey RSL Care: I encourage you to think about the interactions you have had with your coworkers over the past 12 months, and help us ensure their excellence is rewarded.

Yours sincerely,



Janna Voloshin
Chief Executive Officer



Award Categories 2021

Award Category
The Jessie Mary Vasey Award: Excellence in Traditional Values
Excellence in Quality
Excellence in Camaraderie
Excellence in Care
Excellence in Dignity
Excellence in Security
Excellence in Fulfillment
CEO Award

Important Change for 2021: The Jessie Mary Vasey Award: Excellence in Traditional Values

In recognition of the War Widows Guild Victoria making the decision to end their operations this year, the 'Excellence in Traditional Values' Award has been renamed in honour of Mrs Jessie Mary Vasey, founder of the Guild and of Vasey Housing, from which Vasey RSL Care was formed. One important change to this award is that as well as the usual nomination process, employees may self-nominate. The President of the War Widows Guild Victoria will join the Recognition Selection Committee to determine the winner of this award.

CEO Award

All award recipients have the opportunity to be considered for the CEO Award, the highest honour awarded by Vasey RSL Care. This award will be selected by the Recognition Selection Committee and approved by the CEO for an individual's overall outstanding achievements and contribution to the organisation.

Award Prizes

Description	
General Awards	Award recipients will receive: <ul style="list-style-type: none">▪ Coles/Myer gift card to the value of \$200▪ Certificate of recognition and winners pin
CEO Award	Award recipient will receive: <ul style="list-style-type: none">▪ Coles/Myer gift card to the value of \$500▪ Certificate of recognition and winners pin▪ Personalised trophy

Important Information

Please read before making a nomination

1. Who can nominate?

- Employees, residents, consumers and family members of residents or consumers can nominate staff within the workplace and the organisation, including managers and supervisors.
- **Employees are not permitted to nominate themselves, except for 'The Jessie Mary Vasey Award: Excellence in Traditional Values'. Self-nomination for any other award category will be excluded from selection by the Recognition Selection Committee.**
- Nomination must be for achievement and contribution during the nomination period: **1 July 2020 to 30 June 2021.**
- The nomination must meet the award criteria and the nominee must have demonstrated, contributed to, and reflected in their work, Our Promises. This is detailed on page 5 of this booklet.
- A nominator may nominate more than one employee they feel deserves recognition: each nominee must meet the relevant award category criteria.
- A nominator may nominate the same employee for multiple awards, provided they meet the award category criteria. Note: a separate nomination submission is required for each category for which the employee is being nominated.

2. Who is eligible to be nominated?

- **To be eligible for nomination, employees must be employed by Vasey RSL Care at the time of the recognition nomination period and remain employed at the time of the awards ceremony in a permanent full time, part time or casual position. Note: contractors and volunteers are not eligible for nomination for the employee awards program.**

- Employees with work performance issues, or undergoing formal counselling or disciplinary matters during the nomination period will not be considered. Any such nominations will be excluded from selection by the Recognition Selection Committee.
- Award nominees and recipients from previous years are eligible to be nominated provided that the nomination refers to performance during the nomination period.
- Posthumous nominations are not permitted.
- Members of the Recognition Selection Committee are not eligible to receive an award but they may be nominated for an award and they may nominate others.

3. Submitting your nomination

- All nominations must be submitted by **5pm on Monday 23 August 2021** online:
 - **Online:** <http://www.vaseyrslcare.org.au/awards2021/>
Nominations are automatically forwarded to the relevant Residential Manager/Department Manager for endorsement, before being sent to Human Resources.
- All nominations must include all relevant details and address the award category criteria on the nomination form.
- **If you know someone who deserves to be recognised, nominate them. They can only be recognised if they are nominated.**

4. Enquiries

- Enquiries are to be directed to the Residential Manager/Department Manager.

5. Judging and assessment of nominations

At the close of the nomination period (5pm on Monday 23 August 2021), all nominations will be assessed by the Recognition Selection Committee. This committee is responsible for:

- Evaluating all nominations according to the award category criteria, based on merit and the endorsement provided by the relevant manager.
- Attending the selection meeting and determining award recipients for all awards.
- Determining the final number of recipients in each award category.
- Providing recommendations regarding award recipients to the Chief Executive Officer for final approval.
- Note that the President of the War Widows Guild Victoria will join the Recognition Selection Committee to determine the winner of The Jessie Mary Vasey Award: Excellence in Traditional Values.

6. Notification and presentation of awards

The Saluting Excellence Awards 2021 will be presented at the Saluting Excellence Conference on Thursday 21 October 2021. All eligible employees who are nominated ('award nominees') will be notified in writing.

Should the Covid-19 pandemic impact undertaking the Saluting Excellence Conference 2021, an online presentation ceremony will be announced.

7. Vasey RSL Care Promises

In addition to all of the award categories and criteria, all employees nominated must demonstrate, contribute to, and reflect the Our Promises in their work.

The Vasey RSL Care Promises are:

- Traditional Values - We honour our heritage and traditions.
- Security - We strive always to provide you with safety, predictability, punctuality and attention to detail.
- Care - We provide a person-centred approach to care
- Camaraderie - We welcome and accept you: we encourage you to connect and share.
- Dignity - We foster respect, privacy and dignity for all.
- Fulfillment We do everything in our power to enable you to continue to live a life with meaning and purpose.
- Quality Our community deserves the best available care and we are committed to evidence-based, innovative practice that puts you at the centre.

Award Categories and Criteria

The Jessie Mary Vasey Award: Excellence in Traditional Values

Award Criteria:	Outstanding commitment towards honouring heritage and traditions.
Examples of The Jessie Mary Vasey Award: Excellence in Tradition Values may include (but are not limited to):	<ul style="list-style-type: none">• Demonstrates Vasey RSL Care values and behaviours within the workplace• Honours and is sensitive to the heritage and traditions of the ex-service community.• Inspires others.• Passionate about their role and goes above expectations.• Treats everyone fairly, and provides all possible and appropriate assistance equitably.• Takes into consideration equity of access to services by identifying and removing barriers, as far as is practicable within the scope of the role, to enable full participation in what the service has to offer.• Encourages clients/residents to pursue their own goals, actively asking what is important to them.

Excellence in Quality

Award Criteria:	Demonstrated commitment to evidence-based, innovative practice that puts the clients/residents/stakeholders at the centre.
Examples of Excellence in Quality include (but are not limited to):	<ul style="list-style-type: none">• Thinking 'outside the box' and developing, proposing or adapting new ways/ideas/solution to approach and accomplish standards, goals, objectives, tasks, practices, processes or services• Actively embraces and contributes to quality process to achieve outcomes• Translates ideas into action, collaborates with others to achieve improvement• Recognises 'all feedback is gold': welcomes and receives all feedback, including complaints; seeks to resolve complaints at the point of care

Excellence in Camaraderie

Award Criteria:	Welcoming and accepting everyone: encouraging others to connect and share
Examples of Excellence in Camaraderie may include (but are not limited to):	<ul style="list-style-type: none">• Strives for excellence, achieves positive outcomes and demonstrates integrity• Fosters a team environment and instills a positive culture• Works collaboratively with others and transfers and shares knowledge with everyone• Values and acknowledges contribution made by others• Treats all with respect, kindness and courtesy• Facilitates an environment in the workplace that is comfortable and easy to work at for everyone around• Flexible and adaptable to ideas/suggestions of others and respects their opinions

Excellence in Care

Award Criteria:	Providing compassionate care that is considerate of the individual. Demonstration of outstanding care practices and qualities, and contribution to improving outcomes in care and enriching the lives of clients/residents/stakeholders
Examples of Excellence in Care may include (but are not limited to):	<ul style="list-style-type: none">• Not necessarily a Personal Care Worker or a Nurse, but includes each employee, example Maintenance Officer/Office Coordinator• Provides outstanding compassionate care or service and practices

	<ul style="list-style-type: none"> • Carries out position in accordance with clients/resident rights and Vasey RSL Care procedures and values • Regularly delivers positive outcomes in service provision for clients/residents/stakeholders • Advocates for quality care/service and is a role model • Applies and shares skills and knowledge with others • Committed to the health and wellbeing of everyone • Anticipation of client/resident/stakeholder needs and improvement of services • Provision of a high standard of care/service and implementation of successful care/service delivery • Goes above expectations for clients/residents/stakeholders
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Excellence in Security

Award Criteria:	Strives to provide residents/clients/stakeholders with safety, predictability, punctuality and attention to detail.
Examples of Excellence in Security may include (but are not limited to):	<ul style="list-style-type: none"> • Introduction of initiatives that contribute to a safety culture and development of a solution or control for an identified risk • Speaks out and reports things that are unsafe or incidences where procedures have been breached • Fosters a sense of safety and security in those they work with and/or provides care/service to • Aware of the needs and concerns of others around them • Values others' time • Uses skills and knowledge to perform work effectively, and shows a commitment to excellence

Excellence in Dignity

Award Criteria:	Fostering respect, privacy and dignity for all.
Examples of Excellence in Dignity may include (but are not limited to):	<ul style="list-style-type: none"> • Understands that the resident/client having control can be uncomfortable but respects that this gives people real choice • Understands cultural and identity differences between people, and respects their individual beliefs values, practices and opinions • Ensures the privacy, confidentiality and dignity of each client/resident, employee and volunteer is maintained in relation to personal and health information

Excellence in Fulfillment

Award Criteria:	Doing everything in our power to enable clients/residents to continue to live a life with meaning and purpose.
Examples of an Excellence in Fulfillment may include (but are not limited to):	<ul style="list-style-type: none">• Encourages each client/resident to find a fulfilling purpose within the Vasey RSL Care community, as well as the wider community• Enables clients/residents to achieve their full human potential

CEO Award

Award Criteria:	Overall outstanding contribution and achievement by an individual for the organisation. Selected by the Recognition Selection Committee and approved by the CEO from award recipients in line with the award criteria.
The staff member must demonstrate contribution in two or more of the following areas:	<ul style="list-style-type: none">• Service delivery in direct care or a non-direct care setting• Allied Health/ Nursing/care abilities, practices and qualities• Health, safety and wellbeing in the workplace• Innovation• Leadership development• Commitment to learning and professional development• Improved organisational outcomes