

(Our Ref: CSO NY20)

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Dear Colleague,

UK Nominations for the Queen's NY2020 Honours

I am writing to request your support in recognising healthcare scientists and those working within healthcare science who merit state recognition.

We are now looking ahead to New Year 2020 and I would appreciate it if you can take the time to nominate those colleagues who you work with who have made an outstanding impact.

Nominations can cover specific activities or a life time achievement. Status or seniority isn't important – what matters is what the person has done and the impact they have had on people's health and care over a sustained period of time.

I would ask you to note that the Health Honours Committee is actively looking for deserving recipients of the British Empire Medal (BEM). **This is awarded to those who have made a significant difference and gone beyond their day job, at any level. It is particularly apt for individuals at the beginning of their careers or even still in training.** Deserving candidates may have carried out innovative work over a short period of time (3 to 4 years). Their endeavors may relate to their professional arena or voluntary work with a local community in need. The hallmark of their contribution is frequently exemplary dedication and quiet perseverance.

When crafting your nomination, please remember it is not about replicating an individual's CV. There is a fine art to composing and developing a successful nomination. As well as articulating the evidence of merit it is vital to adopt the right tone and language. The online [Department of Health: Honours nomination form and guidance - Publications - GOV.UK](#) is useful to help develop your draft.

Furthermore we have also attached a "Long Citation Guide" based on the Office of the Chief Scientific Officer's lessons learnt and current guidance.

Your nomination will need to be with mb-honours@dhsc.gov.uk no later than close of play **4th March 2019**. Nominations should ideally have the support of recognised bodies/individuals and be signed-off by the Chairman/Chief Executive of the employing/educational organisation.

High quality care for all, now and for future generations

Whilst success is not guaranteed every time, for those with significant achievements there is no expiry date and the opportunity to revise and re-submit at a future date always remains an option worth pursuing.

Thank you in anticipation of your assistance;

With thanks and best wishes.

Yours faithfully,

A handwritten signature in black ink that reads "Sue Hill". The signature is written in a cursive style with a large, sweeping underline that loops back under the first part of the name.

Professor Dame Sue Hill DBE PhD DSc CBIol FSB Hon FRCP Hon FRCPath

Chief Scientific Officer

Encl. **Guidance Documents**