



International Society for  
Complementary Medicine Research

## **Standard Operating Procedure for ISCMR Scientific Article Prize Competition**

### **Preamble**

ISCMR is an international scientific organization of researchers, practitioners, and policy makers that fosters Complementary and Integrative Medicine research and provides a platform for knowledge and information exchange to enhance international communication and collaboration.

In line with ISCMR's goal to encourage and support high quality research in the field of CAM, and integrative medicine/health care, ISCMR has initiated a Scientific Article Prize Competition, made possible through the generous support of the Dr. Rogers Prize in Canada. The Competition will run for a minimum of five years, starting with the first announcement to be made in 2014. Establishing an annual award for the best scientific article in the field provides a way to highlight and share excellent research no matter where it was published. This kind of prize allows us to celebrate the best research in the CAM/IM field, and establishes CAM/IM research as a legitimate area of research.

### **The award**

The ISCMR Scientific Article Prize will include the following:

- \$5000 CDN cash prize
- Coverage of travel expenses and free registration to the ISCMR Congress where the article prize will be presented (not to exceed \$5000 CDN in value)
- 1 year free membership to ISCMR

Ideally the Competition will be announced at each annual ICCMR.

### **Nomination**

Any author(s) of an article meeting the submission eligibility criteria may be nominated. A nomination(s) may only be put forward by an ISCMR member. The nominee(s) do not have to be ISCMR members. ISCMR members may also self-nominate. Nominations are to be submitted by completing the ISCMR Scientific Article Prize Nomination Form (see below).

### **Submission**

A nomination is put forward by submitting a complete nomination package by the indicated deadline and must include all of the following:

- A pdf of the nominated article, with a clear indication of the article reference
- A statement describing why this article should be awarded the prize (maximum 500 words)
- Biosketch (maximum 2 pages) of the lead author(s), and, if applicable, senior author(s)
- Confirmation from the lead author that s/he is aware of the nomination
- Indication of who will attend the Congress to accept the prize if the paper is selected for the award
- Optional: Peer reviews of or published comments about the published article

The deadline for nomination submissions will be set in November each year.

The submission email will be updated each year with the email of the designated person.

### **Submission eligibility**

The nominated article must meet the following criteria:

- a. Clearly cover a topic related to CAM and/or Integrative Medicine/Health Care and/or Traditional Medicine
- b. Conducted in at least one of the following areas: research methodology, basic science, clinical research, translational research, qualitative research, and/or health services research
- c. Published in an English peer reviewed journal
- d. The paper has not received any other publication-based awards
- e. A paper may only be nominated for the ISCMR Scientific Article Award once
- f. The paper must be published a maximum two years prior to the year of the competition

Final decisions regarding eligibility will be made by the Selection Committee.

### **Review process**

#### *Article Prize Selection Committee*

The ISCMR Executive will identify one individual from the BOD or Scientific Advisory Committee (the Chair) as responsible for organizing the review process and Chairing an Article Prize Selection Committee (Selection Committee). The Selection Committee will be formed with a minimum of three individuals, in addition to the Chair, from the Executive, BOD, and /or Scientific Advisors who volunteer or are invited to participate.

The review process should consist of two phases: basic screening and in-depth review.

#### *Phase 1: Basic Screening*

Each article nominated will be screened by a minimum of two individuals from the BOD, Scientific Advisory Committee, and/or Executive. Articles will be assigned based on expertise of the reviewers. Each article will be rated on a score ranging from 0 to 3.

- 0= paper should be disqualified as it does not meet eligibility criteria
- 1 = weak - not suitable for in-depth review
- 2 = good – manuscript may go to full review
- 3 = excellent – manuscript must go to full review

Each reviewer will submit their anonymous review to the Committee Chair. Final rating of each paper will be based on an average rating. A maximum of 5 articles rated as good and/or excellent will be short listed and undergo an in-depth review (phase 2).

All articles under-going an in-depth review will receive an honorable mention during the announcement of the prize recipient.

#### *Phase 2: In-depth Review*

The Selection Committee will carry out an in-depth review of the short-listed articles (rated as good or excellent in phase 1). The goal will be to identify the article that best meets the evaluation criteria, which will be awarded the prize.

An individual indicated as a co-author on a short-listed article cannot be on the Selection Committee.

## **Evaluation criteria**

Article submissions will be evaluated using the following criteria:

- a. Importance of the knowledge gap or issue in the field of CAM and/or Integrative Medicine/Health Care and/or Traditional Medicine addressed by the research
- b. Methodological quality and rigor
- c. Evidence of international collaboration
- d. Clarity of presentation
- e. Impact of the results on health and society

## **Informing the prize recipient and other nominees**

The lead author of the selected article will be privately notified (via email, telephone or a registered mailed letter) in time to allow them to make travel plans to attend the Congress. Receipt of the prize is contingent on the presence of the lead author or any co-author or any designated individual at the Congress to receive the prize money. The lead author is responsible to inform the Selection Committee Chair who will be present at the Congress to receive the prize. Once the winner has confirmed, all nominees will be confidentially informed that they have not won, so they can make decisions about attending the conference.

## **Announcement of the prize**

Winners of the ISCMR Scientific Article Prize will normally be announced at the subsequent Congress. Winners will also be highlighted in an ISCMR Newsflash following the congress. Honorable Mentions (for those manuscripts assessed in the In-depth Review) will be identified during the ISCMR Scientific Paper Prize announcements and those individuals will also be informed via an email confirming receipt of an honorable mention following the congress.

## **Disbursement of the prize**

The prize (in the form of a money order or cheque) will be made out to the lead author. However, it is up to the lead author to determine if the prize money is to be kept by the lead author only or to be shared among the authorship team (as indicated on the publication). The correct name spelling of the lead author must be provided to the Selection Committee Chair at least three (3) weeks prior to the Congress.

## **Management of the prize announcement and disbursement**

Winners will submit the travel award expense forms to the Fund Manager, Dr. Heather Boon, triggering full payout of the prize. The Selection Committee Chair will provide the forms to the winner, and submit an announcement about the winner of the prize to the Fund Manager, and to the ISCMR Administrative Secretary for posting on the website and inclusion in the Newsflash.