

Appendix A – Competitive Award Regulations

Manuscripts and exhibits may be submitted in English or French and can only be submitted in **one** of the competitive award categories. The manuscript or exhibit should not have been previously offered for publication to the CAMRT or to any other organization, nor submitted for any previous CAMRT competition nor displayed at a previous CAMRT conference. Manuscripts or exhibits that are deemed to be largely aimed at promoting a commercial end will not be accepted. For exhibits, material drawn from award-winning essay competition entries will not be accepted, in whole or in part, for the exhibit competition.

The paper and exhibits must be directly related to the practice of radiological technology, radiation therapy, magnetic resonance or nuclear medicine, or to such subjects as education and training, administration, or communications within these fields as described in the competitive award categories.

To ensure a fair judging process, we request that author(s) are de-identified on the manuscript or exhibit. In addition, institutions and other locales should not be named in the manuscript, associated illustrations or exhibits and we suggest the use of generic terms throughout the text (i.e., "the hospital," "our department"). Entries that do not meet this requirement will be disqualified.
(*Entries requiring only minor modifications can be resubmitted.*)

MRT Submissions: Authors/Presenters must be current CAMRT members. Where there is a joint submission, only the lead author is required to be a medical radiation technologist and a CAMRT member.

Student Submissions: Students must be CAMRT Student members*, and are required to still be a student at the time of authoring/presenting their submission.
(*Free membership: <https://www.camrt.ca/membership/membership-categories-dues/>)

Format (scientific and narrative papers only)

Word process the manuscript, double-spaced on 8 ½" x 11" (21.6 cm x 27.9 cm) paper, with margins of at least 1 ½" (4 cm.). Do not justify right margins. Begin each of the following sections on separate pages in the following order: title page, abstract, text, references, bibliography, tables (each on a separate page), and legends. Number pages consecutively, beginning with the title page. Paragraphs should begin with an indentation of at least five spaces. Handwritten changes are not acceptable.

Text

To facilitate the publication of essays we suggest that the text be formatted according to the criteria outlined by the Editorial Board of the *Journal of Medical Imaging and Radiation Sciences*. This is especially important for the submission of scientific and research papers. Please consult the authors' information section of the JMIRS web site at www.jmirs.org/authorinfo

Ethical and Legal Issues

Studies on patients or volunteers require ethics committee approval and informed consent, which should be documented in your paper. No reference to any patient's identity should be made anywhere in the manuscript. Such information as names, initials, hospital numbers, dates and personal histories must be avoided. Written consent must be obtained from patients for the use of any photographs. As for the names of medication, whenever possible, the appropriate generic name of the medication should be used.

Submission of Manuscript or Exhibit

Scientific and Narrative Papers: Complete the online entry form in the Awards Program section of the CAMRT website and attach your manuscript and illustrations. Manuscripts should preferably be in PDF format. If you are not able to create a PDF file, then submit the manuscript in Word format. Illustrations should be forwarded as a Jpeg or Tiff file.

Exhibit: Complete the online entry form in the Awards Program section of the CAMRT website and attach your exhibit. All submissions for the exhibit competition must be in electronic format (e.g., PowerPoint*, Video*, PDF, JPEG or TIFF file) to facilitate circulation of the submissions to reviewers.

All submissions entered in accordance with competition regulations will be acknowledged.

Eligibility Exclusions

The following individuals are not eligible to participate in the Essay/Exhibit Competition: members of the CAMRT Board of Directors, association employees, the current year's competition judges, CAMRT members who are employed by manufacturers of medical equipment, accessories or supplies in the field of medical radiation technology, and the current year's Welch Memorial Lecturer.

Publication of Manuscripts

After the competition, we encourage all authors to submit their papers to the *Journal of Medical Imaging and Radiation Sciences* for consideration. All papers will be subject to JMIRS' peer-review process and subject to other journal publication requirements with regard to copyright ownership.

Display and Presentation of Exhibits

Winning exhibits will be displayed on the CAMRT website (camrt.ca). Interested applicants may also have the opportunity to present their exhibit and have a live question and answer period on CAMRT's Communities of Practiceonline forum.

Judging Criteria

A minimum of 75% must be obtained for a winner to be declared in any category. Certificates of Merit will be awarded for submissions that place within five (5) percentage points of the winner in each category.

Practicing MRTs and students will be judged separately, but using the same criteria. Judging criteria and the respective evaluation rubrics can be found under each category description and respective appendices.

One award may be granted to both an MRT and a student in each of the competitive award categories.

A caution about plagiarism

Plagiarism – taking ideas, wording, or otherwise using someone else’s work as your own – is cause for immediate disqualification. Be sure to provide proper references for any material used verbatim from other sources and for observations or conclusions derived from others’ work.

Submission of a paper or exhibit signifies acceptance of the regulations and of the intent of the regulations. Failure to comply, in particular with those regulations under the heading of "Eligibility", could result in disqualification.

If you have any questions please contact: awards@camrt.ca