

|  |
| --- |
| Premier's Health Service of the Year Awards |
| Entry preparation form |
|  |

This form is designed to help you prepare your entry and assess your word count prior to submission. All entries must be submitted through the [online awards portal](https://healthcareawards.awardsplatform.com/) <https://healthcareawards.awardsplatform.com>. **Do not upload this document directly during the submission process.**

**Word limit**

The total word count for your entire entry must not exceed 4500 words.

The online nomination portal has been set with a maximum of 800 words per criteria to give you some flexibility in how you use the word count across your entry.

**Supporting materials may be supplied as follows:**

1. Maximum file size is 5MB per piece.
2. The following file types will be accepted as attachments: Word, Excel, pdf, jpeg or ppt.
3. One supporting document (maximum of 3 single-sided A4 pages) consisting of letters of support or evidence of achievements can be submitted with the nomination form. Letters of support can also include the consumer's perspective. If you provide more than 3 single-sided pages the additional pages will be deleted.
4. Provide website URLs to a publicly accessible campaign or active URL of a landing page. Please ensure any applicable usernames and passwords are provided and active.

Please do not upload any further written material as the judges will not consider these. The written component of your entry should be fully explained within the provided form fields.

## Entry

Fill in your entry details below.

|  |  |
| --- | --- |
| **About the organisation****(Not scored)** |  |
| **Providing sustainable, well managed and efficient health services** |  |
| **Providing timely and responsive health services** |  |
| **Promoting least intrusive and earliest effective care** |  |
| **Improving health services safety and quality** |  |
| **Strengthening the capacity of individuals, families and communities through effective prevention and health promotion** |  |
| **Improving health and wellbeing for disadvantaged people and communities** |  |
| **Contributing to a positive workplace culture, including results** |  |
| **Summary****(Not scored)** | Here we’re asking for a very short summary of your entry, to be used for promotional purposes, should you become a finalist.* In a few sentences, tell us about your health service and how it has delivered excellence in healthcare.
 |

|  |
| --- |
| To receive this document in another format, email the Victorian Public Healthcare Awards Team <healthcareawards@health.vic.gov.au>.Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne.© State of Victoria, Australia, Department of Health, May 2025.Available at the [Victorian Public Healthcare Awards website](https://www.health.vic.gov.au/VPHAwards) <https://www.health.vic.gov.au/VPHAwards>. |