

<b>Division:</b>	<b>Research Audit and Academic Surgery</b>	<b>Ref. No.</b>	<b>REA-RES-079</b>
<b>Department:</b>	<b>Research and Scholarships</b>		
<b>Title:</b>	<b>The Dr Patrick Pritzwald-Stegmann Cardiothoracic Young Achievers Award Terms of Reference</b>		

## 1. PURPOSE AND SCOPE

This policy contains the Terms of Reference for the management of funds held in the Patrick Pritzwald-Stegmann Cardiothoracic Young Achievers Award (The "Award") Corpus, administered by the Research, Audit and Academic Surgery Division (RAAS). It establishes the value, frequency and conditions of fund withdrawals from the Corpus.

The Award Corpus was established in 2017 after the tragic death of Dr Pritzwald-Stegmann following a workplace assault. Dr Pritzwald-Stegmann is remembered with respect and fondness by his colleagues. This award is established and named in his honour.

This Corpus was established from donations from these colleagues.

## 2. KEYWORDS

Dr Patrick Pritzwald-Stegmann, Award, RAAS, ANZSCTS, Foundation for Surgery, Annual Scientific Meeting

## 3. BODY OF POLICY

### 3.1. Background

The Corpus has been established in perpetuity through donations from colleagues of Dr Pritzwald-Stegmann. The award will support young Cardiac and Thoracic Trainees/Registrars to facilitate continuing medical education, research and training participation which has an academic affiliation.

Donations to the Corpus will be processed through the RACS Foundation for Surgery.

### 3.2. Management of the Corpus

The RAAS Division of RACS will administer the Corpus, in line with RACS investment corpus policies and procedures. Interest from the Corpus is available for any use as deemed appropriate by the ANZSCTS. In exceptional circumstances, the ANZSCTS may draw down on capital funds.

The RACS will maintain a dedicated account to administer and report on the Corpus.

The ANZSCTS will be responsible for administering the Award including but not limited to determination of eligibility criteria, advertising the Award, choosing an appropriate recipient and notifying the RAAS Division as to who the recipient will be prior to disbursement of funds.

### 3.3. Value of the Fund Disbursements

The value of the funds available to be disbursed will be determined by the interest income received each year through the activities of the RACS Investment Committee. The funds available to be expended are only those from the investment income, not the Corpus itself, unless otherwise agreed.

### 3.4. Accessing the Funds

Applications to withdraw funds from the Corpus must be made by the ANZSCTS in writing to the Finance Manager of RACS via the RAAS Scholarship Program Coordinator and will be reviewed and approved in accordance with delegated authorities.

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### **3.3 Financial Reporting**

A financial statement will be provided on a quarterly basis and forwarded to the President of the ANZSCTS. The accounts will be audited as part of the annual accounts audit each year.

### **3.4 Conditions for Withdrawal**

At least 21 days written notice must be given for the fund withdrawal.

Funds will only be disbursed to ANZSCTS who must advise RACS in writing of the nominated bank account details for remittance of the funds.

## **4. ASSOCIATED DOCUMENTS**

No documents associated with this policy.

**Approver** Chair, RAAS Division  
**Authoriser** Council

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