

Terms of Reference and Guidelines for the Arrow Award Committee

Role of the Committee

- The Committee identifies the best paper published in English in the award year, through a thorough search process and detailed review and scoring of papers.
- Papers selected for consideration must be based on research that applies **economics** to a health or health system issue.

Composition of the Committee and selection of members

- The Arrow Award Committee will consist of 20 members, in addition to the Chair and Co-Chair.
- Committee members will be appointed by the IHEA Board of Directors, based on a call for expressions of interest (EOI) among IHEA members. The EOI should include a curriculum vitae with a list of all research publications and a letter of motivation indicating why they are interested in serving on the Committee and what makes them qualified to serve. Committee members will be selected on the basis of a strong research and publication track-record, and to promote diversity on the basis of gender and other demographic characteristics, career stage, geographic region/nationality and health economics research field.
- Members are appointed for a three year term and may serve a second term (i.e., a total of six years). Up to a third of members will rotate off every year to promote new perspectives while ensuring continuity.
- If a member has a conflict of interest in relation to a paper being considered by the Committee (i.e., is an author on the paper or has close personal or professional relationships with an author), they will be recused for that year and the date of the end of their term extended by a year.
- The Chair and Co-Chair will be appointed by the IHEA Board of Directors, generally from among current or previous Arrow Award Committee members. Each will serve a term of two years in these positions; the Co-Chair will become the Chair of the Committee at the end of the current Chair's term.

Process for nominating or selecting papers for consideration

- Throughout the calendar year, the Chair and Co-Chair of the Committee must monitor articles published in leading general interest economics and health economics journals to identify papers to be considered for the award. The core list of journals to monitor is provided in the Annex.
- Committee members must also monitor articles published in journals in their area of research focus and forward relevant papers to the Chair of the Committee.

- A public call for nominations of papers published in the calendar year must be issued in November of that year, for submission by mid-January of the next year. To promote the inclusion of published papers from a wide range of health economics fields, IHEA Special Interest Group members should also be approached and encouraged to submit nominations.
- The Chair and Co-Chair will review all papers and identify a shortlist of ten papers for detailed assessment by Committee members. The criteria for developing the shortlist are:
 - Contribution and methodology of the paper, as defined in the scoring process below
 - Ensuring there is diversity in terms of countries and topics of focus, so that they reflect different health system issues in different contexts.

Process for review of papers and selection of winning paper

- The Chair will circulate the shortlisted papers to Committee members along with a scoring spreadsheet, specifying a deadline for submitting their scoring spreadsheet (usually within six weeks).
- Each paper is scored from 1 (worst) to 10 (best) in the following categories:
 - Contribution (60% weight): The research should make an important contribution to the development of knowledge-based health policy and/or improving the understanding of health systems and health from an economics perspective. The research should have broader relevance than a single country. The paper should be unique in the sense that it advances the research frontline of health economics.
 - Methodology (30% weight): The methods should be carefully selected and motivated. The data and methodological approach should demonstrate originality and advancement of health economics research.
 - Clarity (10%): The paper should be written in clear and simple language. Exposition should not be more complicated than the topic requires. Grammatical issues should not be considered, in recognition that English may not be the primary language of the main author.
- As some Committee members may have unforeseen commitments or circumstances in one of the years during their term, a minimum of 80% of submitted scoring sheets will be required to complete the Award process.
- The Chair will calculate the sum of scores for each paper across reviewers as well as the sum of rankings of the papers across reviewers. The paper with the greatest sum of scores and the smallest sum of rankings will receive the Arrow Award. Where the two measures are inconsistent, the Chair and Co-Chair will make a final decision in consultation with the Committee. If the Committee is unable to make a final decision, the Executive Committee of the IHEA Board of Directors will make a final decision.

Annex: List of journals to monitor for potential papers

This list provides a **minimum** set of journals for the Arrow Award committee to consider for the Arrow prize. The Award committee is encouraged to actively seek out a wider set of journals from which to select finalist papers. The committee will give equal consideration to all papers received through the paper nomination process.

American Economic Review
American Economic Journal: Applied Economics
American Economic Journal: Economic Policy
American Journal of Health Economics
Demography
Econometrica
Economic Journal
European Economic Review
European Journal of Health Economics
Health Economics
Journal of Development Economics
Journal of Economic Behavior and Organization
Journal of the European Economic Association
Journal of Health Economics
Journal of Political Economy
Journal of Public Economics
Quarterly Journal of Economics
Review of Economic Studies
Review of Economics and Statistics

The committee is also encouraged to systematically consider papers published in:

American Economic Journal: Microeconomics
Economics and Human Biology
Journal of Human Resources
Journal of Population Economics
Social Science and Medicine