



## MEMORANDUM

Date: September 3, 2021

**Memo to:** MSV Members  
Presidents, Secretaries and Executive Directors of Component and Specialty Societies  
Academic Medical Schools  
Health Systems

**From:** Alan Wynn, MD, Speaker  
Michele Nedelka, MD, Vice Speaker

**Subject:** Call for Resolutions  
2021 Annual Meeting of the Medical Society of Virginia House of Delegates

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Given the current pandemic, the demands upon our physicians and healthcare system, the continuing restrictions on large-scale gatherings, and future uncertainties, the Medical Society Board of Directors, and your Speakers have decided to host a modified virtual meeting of the 2021 House of Delegates on Saturday October 23, 2021 to conduct essential business.

Your Speakers will continue to work with the MSV staff to design a meeting that will ensure secure voting and protect participants' rights. Those details, including participation instructions and modified rules of procedures, will be worked out over the next several weeks and you should anticipate further communication as details become available. It is our goal to keep you as informed, with as much notice, as possible.

To ensure the meeting is productive, we will modify the typical format of the House of Delegates meeting so it can occur virtually in a single day. In addition, your Speakers have modified the resolution submission criteria to allow for a productive focused discussion on timely topics.

### **Resolution Criteria**

Resolutions should be submitted online by **September 7, 2021** to the MSV House of Delegates to be considered as regular business.

- Visit <https://www.msv.org/rcreports> to submit a resolution and for additional materials.
- Late resolutions will not be accepted.
- If your society has a scheduled meeting that occurs after September 7, 2021, your society may submit a resolution within 7 days of the meeting. Resolutions submitted on behalf of a society must be submitted no later than September 17, 2021. Please email [healthpolicy@msv.org](mailto:healthpolicy@msv.org) to let us know.

To be considered at the MSV House of Delegates, all resolutions must meet the following criteria:

- Identify who is submitting the resolution and include a point of contact;
- Submitted in final form - resolution(s) submitted on behalf of a society must be approved by the society;

- “Whereas” clauses shall include where appropriate and available evidence-based guidelines, and with appropriate citations upon the submission of the resolution per MSV Policy 55.3.05 Establish Evidence Based Guidelines for MSV Resolutions;
- The “Resolved” must not refer back to any “Whereas” statement, nor to an appended table or report.
- Changes or additions to MSV policy should refer to the [Policy Compendium](#) with appropriate policy numbers, strikethroughs, and underlines; and
- Supporting background material may be submitted electronically with the resolution.

Please visit our [“How to Write a Resolution Guide”](#) and [“Sample Resolution”](#) for additional assistance.

**In addition, for consideration at the 2021 Annual Meeting of the House of Delegates, resolutions must:**

- Meet an immediate need for policy change; or
- Establish new MSV policy likely to be discussed at the 2022 Virginia General Assembly session, the United States Congress, or the American Medical Association: or
- Substantially amend or delete existing MSV policy likely to be discussed at the 2021 Virginia General Assembly session, the United States Congress, or the American Medical Association.

All other resolutions submitted will be considered by your Speakers, in conjunction with the MSV Board of Directors at their September meeting. Resolutions requiring extensive discussion are best suited for in-person meetings to ensure transparency and a fair discourse. Such resolutions will be postponed to the next House of Delegates meeting. Resolutions that do not meet the above criteria may be recommended for postponement until the 2022 House of Delegates Meeting.

Reference Committees will meet on the morning of Saturday, October 9<sup>th</sup>. Reports from these committees will be available to review on Tuesday, October 12<sup>th</sup>.

Questions: Email [healthpolicy@msv.org](mailto:healthpolicy@msv.org).