

MEMORANDUM

Date: July 29, 2022

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

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

Subject: Call for Resolutions
2022 Annual Meeting of the Medical Society of Virginia House of Delegates

Resolutions should be submitted online by September 13th, 2022 to the MSV House of Delegates to be considered as regular business.

- Visit <https://www.msv.org/advocacy/house-of-delegates/> to submit a resolution and for additional materials.
- Late resolutions, submitted after September 13, 2022 will be subject to consideration under the Rules of Procedure.
- If your society has a scheduled meeting that occurs after September 13, 2022, 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 27, 2022. Please email healthpolicy@msv.org to let us know.
- Receipt of resolutions will be confirmed by return e-mail message. If you do not receive a confirmation, your resolution has not been received.

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.

Questions: Email healthpolicy@msv.org.