

AMERICAN MEDICAL ASSOCIATION HOUSE OF DELEGATES
RESOLUTION TEMPLATE INSTRUCTIONS

All resolutions must be approved for proper format and approved by the Office of General Counsel prior to the September 30, 2025, Noon CT on-time deadline

1. Introduced by

Enter the Primary Sponsor followed by co-sponsors separated with a comma.

2. Subject

Enter the title of the resolution which should be concise and clearly state the topic of the resolution.

3. Whereas Clause(s)

Whereas clauses provide background information with basic facts and rationale leading to the "resolved" course of action.

- Do not capitalize the first word after Whereas
- Each Whereas clause should end with ; and leading to the next Whereas
- The final Whereas should end with ; therefore be it leading to the first RESOLVED

4. RESOLVED Statement(s)

Each RESOLVED statement must identify **ONE specific action** to be taken by the HOD.

Each resolved statement must be able to stand on its own.

- Do not bold any part of the resolved statement
- Do not capitalize the first word after RESOLVED
- Do not use acronyms in RESOLVED statements
- First statement should begin "RESOLVED, that our American Medical Association"
- Subsequent statements should begin "RESOLVED, that our AMA"
- Each statement should end with ; and be it further leading to the next/final RESOLVED.

5. References

List citations to relevant sources that support the information presented in the whereas clauses

- References should **NOT be formatted as footnotes**, but numbered and listed as shown in the Resolution template and sample

6. Relevant AMA Policy

- Add existing AMA Policy (found in [PolicyFinder](#)) relevant to the resolution topic
- Ensure you are using the most current version of each policy
- Provide the title, number, and full language of each policy, including the timeline, as shown in the Resolution sample

IMPORTANT NOTES

- It is the responsibility of the submitter/sponsor to ensure resolutions are submitted in proper form and approved by the Office of General Council prior to the stated on-time deadline
- The HOD Office will not edit resolutions for you
- Resolutions that do not adhere to the resolution template will be returned