

American Medical Association Organized Medical Staff Section Internal Operating Procedures

I. Name

The name of this organization shall be the Organized Medical Staff Section (OMSS) of the American Medical Association (AMA). The OMSS is a delineated section for AMA members who are members of a medical staff of a hospital or other group of practicing physicians organized to provide healthcare, as set forth in AMA Bylaw 7.4.1

II. Mission

A. Mission of the Section. AMA Bylaw 7.0.1 defines the mission of the AMA Section as follows:

1. **Involvement.** To provide a direct means for membership segments represented in the Sections to participate in the activity, including policy-making, of the AMA.
2. **Outreach.** To enhance AMA outreach, Communication, and interchange with the membership segments represented in the Sections.
3. **Communication.** To maintain effective communications and working relationships between the AMA and organizational entities that are relevant to the activities of each section.
4. **Membership.** To promote AMA membership growth.
5. **Representation.** To enhance the ability of Membership segments represented in the Sections to provide their perspective to the AMA and the House of Delegates (HOD).
6. **Education.** To facilitate the development of information and educational activities on topics of interest to the membership segments represented in the Sections.

B. OMSS Mission. The OMSS provides a direct and ongoing relationship between the AMA and medical staff organizations. Specifically, the OMSS:

1. Debates issues and develops policy that influences the complex and rapidly changing environment within which our nation's hospitals and other delivery systems operate.
2. Develops and nurtures medical staff leadership within the policy-making structure of the AMA, as well as state and county medical associations.
3. Provides a forum to discuss timely and often controversial issues, solve problems, and avoid polarization of medical staffs.
4. Identifies the implications of future trends, and the role of medical staffs individually and collectively.
5. Serves as a clearinghouse for issues pertinent to medical staffs.

6. Works to strengthen the self-governing medical staff.
7. Provides medical staff leaders with a contact point to receive timely information, as well as AMA source materials and services.

III. Membership & Representation

A. Membership. As provided in AMA Bylaw 7.4.1, membership in the OMSS shall be open to all active physician members of the AMA who are members of a medical staff of a hospital or a medical staff of a group of practicing physicians organized to provide healthcare. Active resident and fellow members of the AMA who are certified by their medical staffs as representatives to the Business Meeting also shall be considered members of the Section.

B. Representatives.

1. Duties. Representatives voice the interests and concerns of their medical staffs at Business Meetings and serve as liaisons between the AMA and their medical staffs throughout the remainder of the year.
2. Eligibility. Representatives must be OMSS members.
3. Selection. Each medical staff of a hospital and each medical staff of a group of practicing physicians organized to provide healthcare may select up to two active physician AMA member representatives to the Business Meeting. The president or chief of staff of a medical staff may also attend the Business Meeting as a representative if they are an active physician member of the AMA. The representatives must be physician members of the medical staff of a hospital or group of practicing physicians organized to provide healthcare or residents/fellows affiliated with the medical staff of a hospital or group of practicing physicians organized to provide healthcare.
 - a. When a multi-hospital system and its component medical staffs have unified the medical staffs, those medical staff members who hold specific privileges to practice at each separate entity within the unified system may select up to two representatives to the Business Meeting, so long as they are active members of the AMA. The president or chief of staff of a unified medical staff may also attend the Business Meeting, so long as they are an active physician member of the AMA.
4. Certification. Consistent with Bylaw 7.4.2, representatives must be certified in writing by the medical staff president/chief of staff, medical staff secretary, equivalent medical staff leader, or that person's designee. The Governing Council may, at its discretion, require recertification from time to time.

IV. Governing Council

A. Composition. The officers of the OMSS shall be the seven elected voting members of the Governing Council: Chair, Vice Chair, Secretary, Delegate, Alternate Delegate and two Members At-Large. In addition, immediately upon completion of the term of Chair, the

1 Immediate Past Chair shall serve, ex officio, as a voting member of the Governing Council
2 for one year only.
3

4 **Eligibility.** Only representatives shall be eligible for election or appointment to the
5 Governing Council. If any officer or Governing Council member ceases to meet the
6 membership requirements of Bylaw 7.4.1 or ceases to be credentialed as a representative
7 consistent with Bylaw 7.4.2 prior to the expiration of the term for which elected, the term of
8 such officer or member shall terminate and the position shall be declared vacant.
9

10 **B. Duties.** The Governing Council shall direct the programs and activities of the OMSS
11 including the creation of OMSS committees, subject to the approval of such programs and
12 activities, when required, by the Board of Trustees or House of Delegates of the AMA. The
13 Governing Council shall be responsible for reviewing all resolutions submitted to the OMSS
14 Assembly for consideration and selecting members of the Candidate Interview Committee.
15

16 1. Time commitments. Governing Council members are expected to participate to the
17 fullest extent possible in the activities of the Council and of the Section. Governing
18 Council members should be prepared to commit up to four days each for the
19 Annual and Interim Meetings with the exception of the Delegate and Alternate
20 Delegate whose commitment will be up to eight days for the Annual Meeting and
21 up to seven days for the Interim Meeting. Governing Council members should also
22 be prepared to commit to two weekend days per year for a Council meeting, plus
23 two hours per month on average for conference calls and other meetings as
24 required.
25

26 2. Chair. The Chair shall:
27

28 a. Preside at all meetings of the Section and meetings of the Governing
29 Council.
30

31 b. Represent the Section both within the AMA and in relationships with
32 external stakeholder organizations, or designate another Governing Council
33 member to do so.
34

35 c. Review, along with the Vice Chair, emergency resolutions and propose
36 action to the Assembly, as per Section VI.G.2.b.
37

38 d. Review, along with the Vice Chair, resolutions that appear to reaffirm
39 existing policy and propose a recommendation to the Committee on Late
40 Resolutions, as per Section VI.G.2.a.
41

42 e. Along with legal counsel or other AMA staff, contact the sponsor of any
43 resolution that presents a legal or ethical problem in an effort to remedy the
44 situation or, if a remedy is not possible, designate the resolution a “deferred”
45 resolution.
46

47 3. Vice Chair. The Vice Chair shall:
48

49 a. Assist and advise the Chair and preside at meetings in the absence of the
Chair or at the Chair’s request.

- b. Assume primary responsibility for working with OMSS staff to develop outreach and recruitment efforts.
 - c. Review, along with the Chair, emergency resolutions and propose action to the Assembly, as per Section VI.G.2.b.
 - d. Review, along with the Chair, resolutions that appear to reaffirm policy and propose a recommendation to the Committee on Late Resolutions, as per Section VI.G.2.a.
 4. Secretary. The Secretary shall:
 - a. Prepare summary minutes of Governing Council meetings in coordination with OMSS staff.
 - b. Work with OMSS staff to develop communication materials.
 5. Delegate. The Delegate shall:
 - a. Have the exclusive right to represent the OMSS in all business matters of the HOD, including in reference committee hearing, and to transfer this right to the Alternate Delegate or another representative at the Delegate's discretion in accordance with Bylaws 2.8.5, 2.10.4, and 2.10.4.1.
 - b. Educate and provide guidance to OMSS members about the policy-making process of the Section and of the HOD, and update OMSS members on the HOD business and activities relevant to the Section and its members.
 6. Alternate Delegate. The Alternate Delegate shall:
 - a. Assist the Delegate in representing the OMSS in business matters of the HOD as directed by the Delegate per Section III.D.5.a.
 - b. Assist the Delegate in educating and providing guidance to OMSS members about the policy-making process of the Section and of the HOD, and updating OMSS members on HOD business and activities relevant to the Section and its members.
 7. Members-at-Large. The Members at-Large shall:
 - a. Complete special OMSS projects assigned by the Chair of the Governing Council.
 8. Immediate Past Chair. The Immediate Past Chair shall:
 - a. Provide continuity in the leadership of the Section.

1 **C. Terms.** Governing Council members shall serve two-year terms, beginning at the conclusion
2 of the Annual Meeting at which they are elected and ending at the conclusion of the second
3 Annual Meeting after their election. These provisions shall not be applicable to the
4 Immediate Past Chair, whose term is one year.

5
6 **D. Tenure.** Governing Council members shall serve for no more than two consecutive terms
7 in the same position on the Governing Council, except that the Immediate Past Chair shall
8 serve no more than one year/term in that position and the Delegate and Alternate Delegate
9 shall serve no more than three terms in those positions. A member elected or appointed to
10 fill a vacancy shall adhere to the terms specified in Section F.1-4. Maximum service on the
11 Governing Council cannot exceed 12 years in any combination of positions. This tenure
12 limit will be effective for those elected to the OMSS Governing Council after 2022.

13
14 **E. Vacancies.**

- 15
16 1. Timing. Any vacancy occurring on the Governing Council between Business
17 Meetings shall be filled by election at the following Business Meeting. Any vacancy
18 occurring on the Governing Council during a Business meeting shall be filled by
19 election at the following Business Meeting.
20
21 2. Notification. Upon learning of a vacancy, the Governing Council shall immediately
22 notify all representatives of the vacancy and of the process that will be used to fill it.
23
24 3. Temporary Appointment. If a vacancy occurs on the Governing Council more than
25 90 days before the next Business Meeting, the Governing Council may appoint a
26 representative to fill the vacancy until the next Business Meeting, when an election
27 shall be held.
28
29 4. Regardless of Sections F.1-3, a vacancy in the Immediate Past Chair role will not be
30 filled.
31

32 **V. Elections**

33
34 **A. Time of the Election.** Regular elections shall be conducted during the Annual Business
35 Meeting. Special elections to fill vacancies may also be conducted at the Business Meeting.
36

37 **B. Nominations.** All candidates for Governing Council positions must be nominated by a
38 representative. Self-nominations shall be permitted.
39

- 40 1. Nominations before the Business Meeting. Nominations may be submitted in
41 advance of the Business Meeting via the published nomination form. Completed
42 nomination forms received at least 30 days before the meeting at which the election
43 will be held shall be included in the meeting materials distributed to representatives.
44
45 2. Nominations at the Business Meeting. The presiding officer shall call for
46 nominations from the floor for each Governing Council position. Nominations will
47 then be closed.
48

- 1 3. Single Candidacy. No representative shall stand as a candidate for more than one
2 Governing Council position at any given time. For the purposes of this provision, the
3 two Member-At-Large positions shall be considered one position.
4

5 **C. Method of Election.**
6

- 7 1. Uncontested Elections. If after the call for nominations there is only one nominee for
8 a position (or in the case of the Member At-Large positions, only two nominees), the
9 race shall be considered uncontested, and a majority voice vote of representatives
10 who are present and voting, held immediately after the close of the call for
11 nominations, shall elect the candidate(s).
12
- 13 2. Contested Elections. If after the call for nominations there is more than one nominee
14 for a position (or, in the case of the Member-at-Large positions, more than two
15 nominees), that race shall be considered contested, and the following method shall be
16 used to elect:
17
- 18 a. Speeches. Each nominee shall be permitted to speak for two minutes.
19
- 20 b. The Chair, Vice Chair, Secretary, Delegate, and Alternate Delegate shall be
21 elected separately, with the nominees for each position listed alphabetically
22 on a ballot for that position. A majority of the legal votes cast by
23 representatives who are present, and voting shall be necessary to elect. If no
24 nominee receives a majority of the legal votes cast, a run-off election shall be
25 held between the nominees receiving the first- and second-largest number of
26 votes.
27
- 28 c. Members At-Large.
29
- 30 i. First Ballot. All nominees for Member At-Large shall be listed
31 alphabetically on a single ballot. Each representative shall have two
32 votes, and each vote must be cast for a different nominee. No ballot
33 shall be counted if it contains more or fewer than two votes, or if the
34 ballot contains more than one vote for any nominee. A nominee shall
35 be elected if the nominee has received a vote on a majority of the
36 legal ballots cast and is one of the nominees received the first- or
37 second-largest number of votes.
38
- 39 ii. Second Ballot. If one or both Member-at-Large positions remain
40 vacant after the first ballot, another vote shall be held. The number of
41 nominees on the second ballot shall be twice the number of
42 remaining Member-at-Large vacancies, with the nominees appearing
43 on the ballot being those who received the greatest number of votes
44 on the first ballot. Each representative shall have as many votes as
45 there are vacancies, and each vote must be cast for a different
46 nominee. No ballot shall be counted if it contains more or fewer
47 votes than the number of vacancies, or if the ballot contains more
48 than one vote for any nominee. A nominee shall be elected if the
49 nominee has received a vote on a majority of the legal ballots cast
50 and is one of the nominees receiving the first- or second-largest
51 number of votes.

iii. Subsequent ballots. If one or both Member-at-Large positions remain vacant after the second or subsequent ballots, another vote shall be held. If there is one vacancy remaining, there shall be two nominees on the ballot. If there are two vacancies remaining, there shall be three nominees on the ballot. In either case, the nominees appearing on the ballot shall be those who received the largest number of votes on the previous ballot. Each representative shall have as many votes as there are vacancies, and each vote must be cast for a different nominee. No ballot shall be counted if it contains more or fewer votes than the number of vacancies, or if the ballot contains more than one vote for any nominee. A nominee shall be elected if the nominee has received a vote on a majority of the legal ballots cast. This procedure shall be repeated until all vacancies are filled.

3. Tellers Committee. The Tellers Committee shall oversee the election process, assuring that credentials are verified, and ballots are appropriately distributed, collected, and tallied. The Chair of the Tellers Committee will verify and transmit the election results to the presiding officer, who shall immediately announce the results.

VI. Business Meeting

A. Consistent with Bylaw 7.0.6, an OMSS Business Meeting shall be held on a day or days prior to each Annual and Interim Meeting of the House of Delegates. The gathering of representatives, other OMSS members, other AMA members, and guests in attendance shall be referred to as the "Assembly."

B. As specified in AMA Bylaw 7.0.6.1, the purpose of the Business Meeting as follows:

1. To hear such reports as may be appropriate.
2. To consider other business and vote upon such matters as may properly come before the meeting.
3. To adopt resolutions for submission by the Section to the House of Delegates.
4. To hold elections.

C. **Meeting Procedure.** AMA Bylaw 7.0.6.2 specifies the following procedure with respect to the Business Meeting.

1. The Business Meeting shall be open to all members of the AMA.
2. Only duly certified representatives who are AMA members shall have the right to vote at the Business Meeting.
3. The Business Meeting shall be conducted pursuant to the rules of procedure adopted by the Governing Council. The rules of procedure may specify the rights and privileges of Section members, including any limitations on participation or vote.

D. Participant Rights and Privileges. AMA Bylaw 7.4.4 specifies the following rights and privileges with respect to participation in the Business Meeting:

1. An OMSS member who is certified as a representative in accordance with 7.4.2 has the right to speak and debate, and has the right to introduce business, make motions, vote, and run for election to the OMSS Governing Council.
2. An OMSS member who is not certified as a representative in accordance with 7.4.2 has the right to speak and debate, but does not have the right to introduce business, make motions, vote, or run for election to the OMSS Governing Council.
3. A physician who is not an AMA member may attend one Business Meeting as a guest, without the right to speak or debate, introduce business, make motions, vote, or run for office to the OMSS Governing Council.
4. At the discretion of the Governing Council, a non-physician may attend the Business Meeting as a guest.

E. Rules of Order.

1. Consistent with AMA Bylaw 11.1, all OMSS meetings shall be governed by the parliamentary rules and usages contained in the then current edition of The American Institute of Parliamentarians Standard Code of Parliamentary Procedure. Additionally, the OMSS has adopted the following rules:
 - a. A representative or other OMSS member wishing to obtain the floor shall give their name, affiliation and disclose any financial interest which will be affected by the matter at hand.
 - b. No one representative or other OMSS member shall speak more than once on any issue or separate motion until all who wish to speak have been heard, nor more than twice, without permission of the presiding officer or upon approval by a majority of the representatives present and voting.
 - c. The Governing Council may, at its discretion, seek the advice of the Office of General Counsel on matters of parliamentary procedure.
 - d. Voting shall be by voice, that is the “ayes” and “nays,” except where the presiding officer or a representative calls for a division of the Assembly, in which case a standing vote shall be taken, with the ayes and nays counted by the Tellers Committee.

F. Quorum. A majority (more than 50%) of the Representatives present and attending any OMSS Business Meeting shall constitute a quorum.

G. Resolutions.

1. Submission. Resolutions may be submitted by individual Representatives or state medical society sections.

- 1 2. Deadlines. Resolutions must be submitted to the Organized Medical Staff Section no
2 later than 40 days before the commencement of the Business Meeting at which point
3 it will be considered as regular business. State medical society OMSS Sections that
4 adjourn during or in the week preceding this 40-day period, shall be allowed seven
5 days after the close of their meeting to submit resolutions, provided that resolutions
6 are submitted no fewer than 10 days before the commencement of the OMSS
7 Business Meeting.
8
9 a. Late resolutions. A resolution received after the 40-day and 7-day deadlines
10 and before 4:00p.m. on the day before the Business Meeting convenes shall
11 be considered “late” and referred to the Committee on Late Resolutions. The
12 Committee shall provide sponsors of a late resolution the opportunity to
13 explain the reasons for both the lateness and the urgency of the submission.
14 The Committee shall then make a recommendation as to whether the late
15 resolution should be accepted as an item of business. A two-thirds
16 affirmative vote shall be required for acceptance of a late resolution as
17 business. If time permits, the accepted late resolution shall be assigned to the
18 Reference Committee; otherwise, it shall be presented directly to the
19 Assembly.
20
21 b. Emergency resolutions. A resolution received after 4:00 p.m. on the day
22 before the Business Meetings begins, but before the Business Meeting
23 adjourns, shall be considered an “emergency resolution.” The Chair and Vice
24 Chair shall review the emergency resolution and make a ruling as to whether
25 the matter involved is or is not of an emergency nature. If the Chair and Vice
26 Chair rule that the matter is of an emergency nature, the emergency
27 resolution shall be presented to the Assembly and shall require a three-
28 fourths affirmative vote of representatives present and voting to be accepted
29 as business. If the Chair and Vice Chair rule that the matter is not of an
30 emergency nature, the sponsor shall have the right to appeal the ruling, and a
31 three-fourths affirmative vote of the representatives present and voting shall
32 be required to overrule the Chair. If time permits, the accepted emergency
33 resolution shall be assigned to the Reference Committee, otherwise it shall be
34 presented directly to the Assembly.
35
36 c. A later resolution or emergency resolution not accepted as business may be
37 submitted for consideration at a future meeting in accordance with the
38 procedures outlined in this section.
39
40 3. Changing or withdrawing resolutions. Sponsors of resolutions may make changes to
41 their own resolutions, or withdraw them without a vote. When a resolution is
42 withdrawn the report of the Reference Committee shall note the event.
43
44 4. Reaffirmations of AMA policy. Resolutions that appear to reaffirm existing AMA
45 policy, as determined by the Governing Council, and late resolutions shall be
46 reviewed by the Committee on Late Resolutions. If the Committee agrees that a
47 resolution reaffirms existing policy, the Committee shall make a recommendation to
48 the Assembly, in the form of a consent calendar, that the resolution not be considered
49 as business, citing the policy which the resolution reaffirms. . Any one OMSS
50 Representative shall have the right to extract a resolution from the consent calendar,
51 in which case the resolution shall be referred to the Reference Committee and

considered as an item of business. Items not extracted from the consent calendar shall be removed from the business of the Section.

5. Deferred resolutions. When a resolution presents a legal or ethical problem, the Chair or legal counsel or other AMA staff shall contact the sponsor and discuss the problem with the resolution as prepared. If the sponsor is able to remedy the situation, then the resolution shall be distributed in a routine manner. However, if it is not possible to resolve the legal or ethical problem, the Chair shall designate it a “deferred” resolution and it shall not be referred to the Committee on Late Resolutions for recommendation. The Committee on Late Resolutions will consider deferred resolutions prior to the Business Meeting. A representative of the Office of General Counsel and the sponsor shall be invited to the meeting to discuss the resolution. The Committee shall recommend that the Assembly either accept or not accept the resolution as business. A majority vote of representatives present, and voting shall be required for acceptance of a deferred resolution.

H. Governing Council Reports.

The Governing Council shall issue reports in response to referred resolutions or directives stemming from adopted resolutions.

1. The Governing Council also shall have the prerogative to issue reports on other topics, which it believes should be brought to the Assembly’s attention.
2. All reports, including those of a purely informational nature shall be referred to the Reference Committee.

I. Reference Committee Hearing and Reports.

1. All items of business with the exception of late and emergency resolutions accepted as business after the Reference Committee hearing has concluded, shall be referred to the Reference Committee.
2. The Reference Committee shall conduct an open hearing. Specifically:
 - a. Any AMA member may testify.
 - b. The Reference Committee shall have the privilege to establish its own rules concerning the limitations of time, repetitious statements, and so on. In establishing such rules, the Reference Committee should consider first and foremost the importance of hearing and giving equal treatment to all.
 - c. Any individual providing testimony must disclose any substantial financial interest in a commercial enterprise, which interest will be materially affected by a matter at hand, before speaking on the matter.
3. The Reference Committee hearing is the proper forum for discussion of controversial items of business. In general, representatives who do not take advantage of the hearing

process to present their views on an issue shall be discouraged from doing so during the Business Meeting.

4. The Reference Committee shall have wide latitude in their efforts to facilitate the will of the participants on the matters before them. They shall be able to propose amendments to resolutions and consolidate similar resolutions by constructing substitutes. They also shall be able to recommend the usual parliamentary procedure for disposition of the business before them, such as adopt, not adopt, amend, and refer. Resolutions and reports, which are grouped together, shall be carefully reviewed to verify that they are similar.
5. The Reference Committee Chair shall not query those in attendance or take an informal vote on matters before the reference committee. Committee members shall be free to ask questions of those at the microphone in order for clarification or understanding of a statement.
6. Following the hearing, the Reference Committee shall produce a succinct report with recommendations as on the disposition of the items of business referred to it. This report shall be approved by all members of the Reference Committee prior to publication. This report shall become the basis for subsequent debate and action on items of business during the Business Meeting.

VII. OMSS Committees

A. Committee on Late Resolutions.

1. The Committee on Late Resolutions shall be composed of five representatives selected by the Governing Council, one and only one of whom shall be a member of the Governing Council.
2. The Committee on Late Resolutions shall hold a closed hearing, at which the sponsor of a late resolution is provided an opportunity to explain the reason for both the lateness and the urgency of the submission. The Committee shall then make a recommendation to the Assembly as to whether the late resolution should be accepted as an item of business.
3. The Committee on Late Resolutions also shall review any resolution that appears to reaffirm AMA policy, as determined by the Governing Council. If the Committee agrees that the resolution reaffirms AMA policy, the Committee shall make a recommendation to the Assembly that the resolution not be considered as business, citing the policy which the resolution reaffirms.
4. The Committee on Late Resolutions also shall review any deferred resolution and make a recommendation to the Assembly as to whether the resolution should be accepted as business.

B. Reference Committee.

1. The Reference Committee shall be composed of five Representatives, selected by the Governing Council, none of whom shall be a member of the Governing Council.

2. The Reference Committee shall conduct an open hearing on all items of business in accordance with the procedures outlined in OMSS IOP VI.H.
3. Based on testimony and its deliberations, the Reference Committee shall develop a report and make recommendations on the disposition of all referred items of business and have wide latitude in their efforts to facilitate the will of participants on the matters before them. The entire report of the Reference Committee shall be presented on a Consent Calendar, with the items of business grouped together according to the Committee's recommended course of action. Upon request of any representative, the item shall be withdrawn from the Calendar and shall be considered as a separate item after the remainder of the Consent Calendar is acted upon.

C. Tellers Committee.

1. The Tellers Committee is composed of fifteen representatives, selected by the Governing Council.
2. At the request of the presiding officer, or upon a call for division by a representative, the Tellers Committee shall tally votes during the Business Meeting.
3. The Tellers Committee also shall be responsible for assuring that representative credentials are verified and that ballots are appropriately distributed, collected, and tallied during the Governing Council elections.

D. Candidate Interview Committee.

1. The Candidate Interview Committee shall be composed of the Delegate or the Alternate Delegate (or, in their absence, another member of the Governing Council selected by the Chair) plus four representatives not on the Governing Council who are selected by the Governing Council.
2. The Candidate Interview Committee shall interview those candidates for President-elect, Speaker, and Vice Speaker, and other candidates for the AMA Board of Trustees who choose to participate in the interview process established by the Speaker of the House of Delegates, or by the Section, and determine which of those candidates the OMSS should support. No interviews shall be conducted outside of this formal structure or for candidates for other offices, and no candidate for any office shall be permitted to address the Assembly during the Business Meeting or associated activities (e.g., education programs).
3. Representatives may submit comments about candidates for the consideration of the Candidate Interview Committee. Such comments shall be submitted in writing through a process and by a deadline to be established by the Governing Council and announced to representatives at least 30 days before the Business Meeting. The Committee shall review all such submissions but shall not be bound to base its recommendations on anything other than its own judgment as to which candidates would best advance the interests of the Section and its members.
4. Although members of the Candidate Interview Committee may be furnished with decision-making aids such as scoring rubrics, the Committee shall not be bound to

1 base its recommendations on anything other than its own judgment as to which
2 candidates would best advance the interests of the Section and its members.

- 3
4 5. The recommendations of the Candidate Interview Committee shall be presented to
5 the OMSS Assembly for approval. The Delegate, however, is not bound to any
6 recommendation and shall vote in accordance with what is perceived to be in the best
7 interest of the Section and its members.

- 8
9 **E. Other Committees.** The Governing Council shall convene other such committees as may be
10 necessary to accomplish the work of the Section.

11
12 **VIII. Amendments**

- 13
14 **A. Amendments to OMSS Internal Operating Procedures.** Amendments shall be offered in
15 the form of an item of business, either a report or a resolution, to the OMSS Assembly at
16 either an Interim or Annual Business Meeting. The Assembly will hold a vote to ratify the
17 proposed amendment(s). Upon ratification by a two-thirds majority vote by the
18 Representatives, the Governing Council shall submit the amendment(s) to the Council on
19 Constitution and Bylaws for review and the Board of Trustees for approval.

- 20
21 **B. OMSS Requirements.** These Internal Operating Procedures may be amended by the
22 approval of two-thirds of representatives voting and present.

- 23
24 **C. Other Requirements.** Per AMA Bylaw 7.0.7, all rules, regulations, and procedures adopted
25 by the OMSS are subject to the approval of the Board of Trustees. Amendments to the
26 Internal Operating Procedures may also be contingent upon corresponding changes to the
27 AMA Bylaws, which require approval of two-thirds of the members of the AMA House of
28 Delegates.