

Directions on How to Write a Resolution

Whereas Clauses

- In the whereas clauses you should 1) explain why the resolution should be considered by the Advisory Board, 2) describe the issue that the resolve clause will address, and 3) note how the action or information in resolve clause will correct the policy issue.
- You should include relevant statistics to support the requested action and cite references for and against the resolution. The information in the whereas clause is meant to help you defend your resolution at the Reference Committee Hearing.
- In the whereas clause, please cite current Academy policy if it exists. To view the Academy's current position statements, visit:
<https://www.aad.org/Forms/Policies/ps.aspx>

Resolved Clauses

- Each resolve clause should be concise with language that is understood independently of the whereas clauses.
- You should clarify if you are calling on the American Academy of Dermatology to take a specific action in the resolve clause by stating for example that, "Resolved, that our AAD/A...".

Prior to the Advisory Board Meeting:

- Prepare a brief statement to introduce your resolution at the meeting.
- Prepare to defend your resolution at the meeting.
- Update your Conflict-of-Interest Statement at: <https://www.aad.org/doi/>
 - The Executive Committee instituted a new policy regarding conflict-of-interest statements. When a member introduces a resolution, they must also update and submit their conflict-of-interest statement. Additionally, a member must state their conflict of interest before speaking at the microphone at the Reference Committee Hearing and General Business Meeting.

RESOLUTION TEMPLATE BELOW

**RESOLUTION
NUMBER**

INSERT NUMBER

TITLE

INSERT TITLE

INTRODUCED BY

INSERT NAME AND STATE SOCIETY IF APPLICABLE

1 **WHEREAS**, CMS recently offered to collaborate with physicians and medical societies in
2 revising and reforming the E&M documentation guidelines¹; and

3 **WHEREAS**, CMS recognizes there is a documentation burden imposed by current E&M
4 documentation guidelines; and

5 **WHEREAS**, the House of Representatives' Ways and Means Committee launched a similar
6 effort last summer to address regulatory relief, called the Red Tape Relief Project²; and

7 **WHEREAS**, the Red Tape Relief Project aims to deliver relief from Medicare regulations and
8 mandates that impede care for patients; and

9 **WHEREAS**, support is broad in the physician community to reduce administrative burdens and
10 excessive mandates in the practice of medicine; and

11 **WHEREAS**, high administrative burdens and excessive mandates have dramatically aggravated
12 physician burnout over the past several years³, and

13 **WHEREAS**, "too many bureaucratic tasks (e.g. charting, paperwork)" and "increasing
14 computerization of practice (EHRs)" were the top two reasons cited for burnout in a recent
15 survey of dermatologists⁴; and

16 **WHEREAS**, the AAD's EHR Task Force was engendered to evaluate electronic documenting
17 requirements and to recommend AAD positions related to health information technology policy⁵;
18 and

19 **WHEREAS**, the likelihood is high that the house of dermatology will be asked in the near future
20 what steps should be taken and reforms should be adopted to reduce administrative burdens
21 and documentation mandates; therefore, be it

22 **RESOLVED**, the Board of Directors should designate the AAD's EHR Task Force to study ways
23 to reduce electronic documenting burdens; and be it further

24 **RESOLVED**, the EHR Task Force will create and submit a report to the Board of Directors and
25 relevant oversight Committees that details its findings and recommendations.

26

27 ¹ [https://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/PhysicianFeeSched/PFS-Federal-](https://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/PhysicianFeeSched/PFS-Federal-Regulation-Notices-Items/CMS-1676-F.html)
28 [Regulation-Notices-Items/CMS-1676-F.html](https://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/PhysicianFeeSched/PFS-Federal-Regulation-Notices-Items/CMS-1676-F.html)

29 ² [https://waysandmeans.house.gov/tiberi-announces-new-initiative-reduce-medicare-regulations-](https://waysandmeans.house.gov/tiberi-announces-new-initiative-reduce-medicare-regulations-mandates-improve-seniors-health-care/)
30 [mandates-improve-seniors-health-care/](https://waysandmeans.house.gov/tiberi-announces-new-initiative-reduce-medicare-regulations-mandates-improve-seniors-health-care/)

31 ³ [Changes in Burnout and Satisfaction With Work-Life Balance in Physicians and the General US Working](#)
32 [Population Between 2011 and 2014](#)

33 ⁴ <https://www.medscape.com/slideshow/2018-lifestyle-dermatologist-6009221#7>

34 ⁵ [Governance Handbook for Councils, Committees, Task Forces and Ad Hoc Task Forces](#), AAD 2018, p