

## Five Steps to a Resolution

1. Decide on your topic and your desired action outcome
  - a. Relevant to family medicine or public health
  - b. Not adopted already in past years
    - i. Search the [AAFP policy finder](#)
    - ii. Search the PDF “AAFP Index to Transactions” – AAFP members can access this PDF via a link on the left sidebar of the [COD page](#)
  - c. “Ask” should be within the Academy’s jurisdiction
    - i. For instance, AAFP doesn’t control the ACGME Review Committee, it can only write a letter of support
  - d. Consider fiscal impact and feasibility of resolved statements
  - e. Coordinate with other members on the STFM Access Listserv (if you’re a member), and/or with students/residents from other states
2. Gather any relevant [policy statements](#) from AAFP and other professional organizations
  - a. AAFP has statements about gender non-discrimination, contraceptive access, and the fact that abortion should be an option, so these can be used to frame related resolutions
  - b. Review any relevant [ACGME family medicine residency requirements](#) and [AAFP suggested curriculum guidelines](#), which can also be used to frame related resolutions.
  - c. Other associations (depending on focus of resolution)
    - i. [American Medical Association](#)
    - ii. [American Public Health Association](#)
    - iii. American College of Obstetricians & Gynecologists – policy statements are members only, but [press releases](#) and [committee opinions](#) are available
    - iv. [American Psychological Association](#)
3. Find basic supporting info from the literature
  - a. Do a quick search and pull a few relevant facts and citations
4. Put your argument in order
  - a. Try to keep Whereas clauses short
  - b. Make sure each Resolved statement only has one action item
  - c. No more than 2-3 Resolved statements per resolution
  - d. Remember that the resolved clauses must be able to stand alone - they are the only part the AAFP delegates actually vote on
5. Create talking points
  - a. 3-5 bullet points, with relevant data, that explain why your resolution is relevant and a good choice for the Academy