



FloridaMedical

ASSOCIATION

Helping Physicians Practice Medicine

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Procedures for House of Delegates Election Process and Candidate Information

FMA Elected Offices

Enclosed is a list of all FMA elected offices that are up for election in 2009 (Attachment I). Candidates who have already announced their candidacy are listed. As soon as possible, please notify Russ Jackson, Senior Vice President, in writing of any candidate's intention to run for elective office, including those who are incumbents and may be running for re-election. If you have any questions about the election process, please contact Mr. Jackson (rjackson@medone.org).

2009 Candidate Profile Forms

FMA policy provides that all candidates running for an FMA office are encouraged to submit a Candidate Information Profile for inclusion in the Delegate Handbook. Candidates must submit the candidate information by following the sample format (Attachment II). This information is limited to two pages and will be duplicated (two-sided) as submitted; please do not submit a curriculum vitae. **Deadline for receiving these forms is Friday May 15, 2009.** Send your Candidate Information to Donna Rigo at drigo@medone.org. For purposes of updating the candidate profiles, the FMA may have the candidate's information on file from previous years, so please contact Mrs. Rigo for an electronic copy.

Nominating Speeches

Rules of the House of Delegates provide for one nominating and two seconding speeches for the Office of President-Elect. For all other contested elections one nominating and one seconding speech will be allowed. All speeches, nominating and seconding, will be limited to two minutes each. In all contested elections, the Speakers will strictly adhere to the two-minute time limit using the electronic timer. The Speakers need to be advised of the delegates who will be making nominating and seconding speeches, so please notify Russ Jackson or Helen Bradford at the FMA Headquarters Office at 1-800-762-0233 with those names on or before July 1st.

In uncontested elections (except for President-Elect), there will be no nominating or seconding speeches. Voting on uncontested candidates will be by acclamation during the first House of Delegates. Candidates for the Florida AMA Delegation will be recognized during the first House of Delegates for a two-minute speech.

Helping Physicians Practice Medicine

Karen Wendland, M.S.
Council of Florida Medical
Society Executives

Campaign Signs

Campaign signs are limited to contested races only. With the exception of candidates for the Florida AMA Delegation, signs will be limited to one per candidate and must be placed outside the House of Delegates. There are no restrictions in hospitality suites. Easels will be available upon request of the individual county medical society (refer to Item #2 Campaign Signage and Easels).

For the Florida AMA Delegation candidates, there will be one sign prepared by the FMA on which the names of all candidates for the Florida AMA Delegation will be listed with the nominating medical society and a photograph will also be affixed if provided by the nominating society or candidate **no later than May 15, 2009**, to the FMA Communications Department, Attention: Lynne Takacs. The Florida AMA Delegation candidate photos must conform to the following specifications: size: 3"x 5"; color: black/white or color; finish: glossy or matte; view: head and shoulders. Only the candidate information forms with biographical information will be published in the Handbook.

Campaign Materials

No campaign materials will be permitted on the floor of the House (this does not prohibit campaign buttons and ribbons worn by delegates). Distribution of campaign materials at meetings of component groups requires advance approval from the person directly responsible for the individual meeting or caucus. A House rule prohibits wearing campaign badges on the podium or dais of the House of Delegates, Reference Committees or other plenary activities of the House of Delegates.

Non-campaign materials may be distributed during sessions of the House, but only by prior approval of the Speakers. Please send any materials that need approval to the attention of Russ Jackson, Director, Senior Vice President, prior to the Annual Meeting.

Campaign announcements for election at the 2010 Annual Meeting may be distributed only at the Sunday A.M. meeting prior to convening the final session of the House of Delegates.

Election Process and Campaign Rules

The Speakers draw your attention to the enclosed Election Process and Campaign Rules (Attachment III) to help candidates become acquainted with the House of Delegates policies relating to the election process.

Disclosure of Conflict of Interest

It is policy of the FMA that candidates running for elective office must submit a Declaration of Potential Conflict of Interest. Attachment IV is the FMA Conflict of Interest Policy and a Declaration that **each candidate must fill out and submit with their Candidate Profile due May 15, 2009.**

Thank you for your assistance.