Internal Operating Procedures

AMA Legal Medicine Caucus

I. Name and Status

The name of this organization shall be the **AMA Legal Medicine Caucus** (“Caucus”).

The Caucus is a voluntary association of AMA members interested in issues at the intersection of law and medicine.

II. Mission

The mission of the Caucus is to serve as a resource for expertise at the intersection of law and medicine and to provide a forum for discussion of medicolegal issues.

The goals of the Caucus are to:

A. Identify and discuss medicolegal issues affecting physicians and patients;

B. Inform AMA policy development through legal and regulatory perspectives;

C. Support AMA advocacy on legal issues affecting medicine, medical practice, and patient care;

D. Promote education on legal principles relevant to physicians; and

E. Serve as a resource to AMA caucuses, sections, councils, and other AMA entities on matters involving the intersection of law and medicine.

III. Participation and Membership

A. Participation and Allyship

Any individual registered to attend an AMA meeting may attend a Caucus meeting, participate in discussions, and engage in Caucus activities, subject to applicable AMA meeting rules.

B. Voting Membership and Eligibility for Office

Voting membership and eligibility to hold a Governing Council or officer position are limited to AMA members who hold one of the following legal degrees: JD, LLM, JSD, SJD, or MLS.

An AMA member who holds another legal degree may petition the Governing Council for voting membership and eligibility for office. The Governing Council shall determine, in its discretion, whether the degree satisfies the legal-degree requirement.

IV. Governing Council

A. Composition

The Governing Council shall consist of the following officers:

- Chair
- Vice Chair/Chair-Elect
- Immediate Past Chair

The Governing Council shall plan Caucus meetings, coordinate Caucus activities, and conduct necessary business between meetings, consistent with these Internal Operating Procedures and applicable AMA rules.

B. Officer Roles

Chair: Presides at Caucus and Governing Council meetings; represents the Caucus; and establishes priorities in consultation with the Governing Council.

Vice Chair/Chair-Elect: Assists the Chair; performs the Chair's duties when the Chair is unavailable; and succeeds to the office of Chair at the conclusion of the Chair's term or upon a vacancy in that office.

Immediate Past Chair: Provides continuity, guidance, and institutional knowledge to support the Caucus and Governing Council.

C. Terms and Elections

Officers shall serve two-year terms.

Elections shall occur at the Caucus meeting held in conjunction with the AMA Annual Meeting. The Vice Chair/Chair-Elect shall be elected in even-numbered years, or as otherwise necessary to fill a vacancy. The Vice Chair/Chair-Elect shall succeed to Chair at the conclusion of the Chair's term.

Nominations may be made by any individual present at the meeting, including self-nominations. Candidates for office must meet the eligibility requirements set forth in Section III.B.

Elections shall be conducted by majority vote of eligible voting members present and voting. If no candidate receives a majority on the first ballot, additional ballots shall be conducted until a candidate receives a majority vote. If a ballot results in a tie between candidates, the Chair shall cast the deciding vote.

D. Vacancies

If the Chair position becomes vacant, the Vice Chair/Chair-Elect shall assume the office of Chair for the remainder of the term.

If the Vice Chair/Chair-Elect position becomes vacant, the Governing Council may appoint an eligible voting member to serve as Interim Vice Chair/Chair-Elect until the next scheduled election. An Interim Vice Chair/Chair-Elect shall not automatically succeed to the office of Chair unless elected to that position by the voting membership.

If there is no Immediate Past Chair, that position shall remain vacant until a Chair completes a term of office.

V. Meetings and Notice

A. Regular Meetings

The Caucus shall meet at least twice annually in conjunction with:

- The AMA Annual Meeting; and
- The AMA Interim Meeting.

B. Additional Meetings

Additional meetings, including virtual meetings, may be held as needed. Notice of an additional meeting shall be provided to Caucus members at least 30 days in advance through the Caucus group communication platform and/or email address of record, when practicable.

C. Quorum

A quorum for a vote of the Caucus shall consist of a simple majority of eligible voting members present at the meeting.

VI. Activities

Consistent with its mission and applicable AMA policies and procedures, the Caucus may:

A. Review and discuss AMA resolutions, reports, and other matters with medicolegal implications;

B. Develop recommendations, testimony, educational programming, and policy proposals for consideration through appropriate AMA processes;

C. Provide educational guidance regarding issues at the intersection of law and medicine; and

D. Collaborate with AMA caucuses, sections, councils, state medical societies, specialty societies, and other relevant organizations.

VII. Decision-Making

Actions and recommendations of the Caucus shall be determined by a majority vote of eligible voting members present and voting, provided a quorum is present.

The Caucus may communicate its positions and recommendations through appropriate AMA processes.

In the event of a tie vote on Caucus business, the Chair shall cast the deciding vote.

VIII. Parliamentary Authority

The rules and parliamentary procedures governing the AMA House of Delegates shall govern the Caucus in circumstances not addressed by these Internal Operating Procedures, to the extent applicable.

IX. Amendments

These Internal Operating Procedures may be amended by a two-thirds vote of eligible voting members present and voting at a duly noticed Caucus meeting, provided that the proposed amendment has been distributed to Caucus members at least 30 days before the meeting. Any amendment shall remain subject to applicable AMA policies, procedures, and requirements.