



**National Congress of Family  
Medicine Residents  
Rules of Order**

***AMENDED JUNE 2026 – AAFP BOARD OF DIRECTORS***

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# National Congress of Family Medicine Residents Rules of Order

## I. PURPOSE AND GOALS OF THE NATIONAL CONGRESS OF FAMILY MEDICINE RESIDENTS

### A. Purpose

The family physician in training recognizes that there exists an imperative to define more precisely what constitutes optimal primary care. We recognize that training programs must be molded to educate family physicians competent to provide this optimal primary care. To meet this challenge, the family physicians in training resolve to provide representative leadership to the American Academy of Family Physicians through representatives to the AAFP Congress of Delegates, standing commissions of the AAFP, and to work through the annual meeting of the residents to promote excellence, leadership, and growth of the resident members.

### B. Goals

1. To elect a nominee for Resident Member of the AAFP Board of Directors.
2. To elect a Resident Conference Chair for planning and leading the next NCFMR, as well as serving as a representative to the Commission on Education (COE) and its subcommittees.
3. To elect national representatives to serve as the spokespersons of family medicine residents to the AAFP Congress of Delegates and to serve as representatives to the Commission in Education (COE) and its subcommittees.
4. To promote/advertise the availability of resident leadership positions on AAFP commissions and other national family medicine leadership positions.
5. To further define goals and objectives of the NCFMR and discuss how the quality of residency training can be assured and supported.
6. To become a voice of professional advocacy for better patient care.
7. To engage family medicine residents around health care issues and then share insights with AAFP leadership.
8. To encourage medical institutions to recognize the value of family medicine
9. To encourage resident participation at the state and local level.
10. To encourage membership in the AAFP by all family medicine residents.
11. To promote and provide a forum for resident and student efforts in family medicine educational or scientific research.



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## II. NCFMR BUSINESS PROCEDURES

### A. Attendance

1. Any family medicine resident may attend this meeting and participate in its activities.
2. The following definition of a "resident" is to be used for the purpose of the NCFMR and for the purposes of the COE Resident and Student Leadership Screening Subcommittee:
  - a. Physicians training in Accreditation Council on Graduate Medical Education (ACGME)-accredited family medicine residencies.
  - b. Graduates of ACGME-approved family medicine residencies who extend their training immediately upon completion of residency training and who serve full time in extended, structured, supervised programs of at least one year in duration to gain additional skills in research, administration and teaching or a specific clinical area of interest.

### B. Rules of Order and Parliamentary Procedures

1. The Chair shall preside over the business sessions with assistance at their discretion.
2. The Rules of Order shall govern all parliamentary proceedings of the NCFMR except when in conflict with the AAFP Bylaws. The Resident Chair is responsible for enforcement of parliamentary procedure according to the Rules of Order.
3. Recommendations to amend the Rules of Order may be proposed by the NCFMR and submitted to the Board Chair or Board of Directors for their approval.
4. The most current edition of the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* shall govern all proceedings of the NCFMR, except when in conflict with the AAFP Bylaws, the NCFMR Governing Principles or specific provisions of these rules of order.
5. A majority (one more than half) of the total registered Delegates shall constitute a quorum at any business session of the NCFMR.



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6. AAFP resident members as defined in these rules may have the privilege of the floor of the congress and its reference committees and engage in debate after being recognized according to standard parliamentary procedure as set forth in the most current edition of the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure*.
7. No one shall speak more than once on any issue or separate motion until all who wish to speak have been heard. No one shall speak more than twice without permission of the Chair or by majority vote of the Congress.
8. Debate on a single issue shall be limited to two minutes per speaker and no more than 15 minutes overall, except by permission of the Chair or by majority vote of the NCFMR, provided both sides have been represented on the debate.
9. Only NCFMR attendees who are resident members of the AAFP in good standing are eligible to vote in the business sessions.
10. Amending motions on the floor of the NCFMR is limited to primary amendments only.
11. Reference committees shall be appointed by the Resident Conference Chair to facilitate the work of the Congress. These committees shall operate according to the document on "Powers and Duties of Reference Committees."
12. Voting shall be by voice, that is, by "aye" and "no" except where the Chair or a resident calls for a division of the assembly, in which case a standing, hand or electronic vote shall be taken.
13. With the exception of the elections outlined in the election procedures, all resident members of the AAFP in good standing may vote on all matters considered by the NCFMR.
14. In the case of elections, only one registered delegate from each AAFP constituent chapter, one delegate representing the BIPOC constituency, may vote, as outlined in the election procedures.
15. The Chair shall recruit resident members in good standing of the AAFP to serve in volunteer leadership roles during the conference/congress, such as a parliamentarian and reference committee members.

#### C. Resolutions

1. A maximum of 21 resolutions will be accepted for consideration.
2. The following types of resolutions may be considered by the NCFMR:



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- a. Resolutions to the NCFMR must be reviewed by a reference committee appointed by the Chair. Resolutions must be presented in writing or electronically, using a standardized process established by the AAFP and published in advance. Resolutions will be referred to a reference committee only after the primary author of the resolution is confirmed as registered to attend FUTURE and at least one author has completed an acknowledgement that they will be physically present during the reference committee to provide testimony. The EVP/CEO will recommend a disposition of all resolutions adopted or substitute adopted to the AAFP Board Chair for final disposition.
  - b. Late Resolutions. Any resolution proposed from the floor to the final Business Session, having not first been discussed in a reference committee, or any resolution submitted to the Chair after the published deadline, will be deemed late.
3. In order to be introduced to the Congress, a late resolution must:
    - a. Be submitted to the Chair and AAFP staff.
    - b. Have obtained a two-thirds vote for discussion by the Congress in order to be brought to the floor.
  4. Late resolutions shall be considered in the order determined by the Chair

### III. RULES OF ELECTION

#### A. Election Committee

1. Chair
  - a. The Chair of the Election Committee shall be appointed by the Resident Conference Chair and shall be in charge of said Committee. The Election Committee Chair shall accept and record nominations, review eligibility criteria, oversee the elections, and supervise members of the Election Committee.
  - b. The Election Committee Chair may request other members of the NCFMR to assist in completion of the functions of the Election Committee.
2. Election Committee Functions



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- a. The Committee shall conduct the following elections held in conjunction with the NCFMR:
  1. One resident nominee for the AAFP Board of Directors;
  2. One Resident Conference Chair;
  3. Two Alternate Delegates to the American Academy of Family Physicians' Congress of Delegates who will serve as delegates the following year.
- b. The Election Committee shall:
  1. Obtain the names of the registered delegates prior to initiation of balloting on election day; monitor the distribution, collection, and tallying of ballots cast by the delegates and deliver results to the Chair for announcement.

#### B. Voting Delegates

1. Only Congress members who meet the following criteria are eligible to vote in elections:
  - a. A resident member of the AAFP in good standing;
  - b. A registered delegate representing a constituent chapter or the BIPOC constituency to the NCFMR.

#### C. Voting Procedures

##### 1. Nominations

- a. The Election Chair shall call for nominations for AAFP Resident Board Member, Resident Conference Chair, and Alternate Delegates to the AAFP Congress of Delegates. The Election Chair shall call for these nominations at each business session prior to the final session when elections are held.
- b. All nominations must be seconded.
- c. All nominees:
  1. Must be resident members of the AAFP in good standing;



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2. May only serve as a delegate for the chapter they are affiliated with as a candidate.
  3. Must submit a completed application form by 5:00 pm on the day prior to the final business session.
  4. Must submit a letter of recommendation from their residency program director and a completed AAFP constituent chapter support form within one week following the NCFMR.
- d. Nominees for the position of Resident Member of the AAFP Board of Directors must have at least one year of experience in an AAFP position at the national level, either as a resident or student (specifically, Resident Conference Chair, Delegate to the AAFP Congress of Delegates, AAFP Commission member, AAFP AMA Delegation member, or FMIG Network National Coordinator) or national family medicine board experience as a resident or student (member of the Society of Teachers of Family Medicine Board of Directors, Association of Family Medicine Residency Directors Board of Directors, or American Academy of Family Physicians Foundation Board of Trustees).
- e. Nominees for the position of Resident Conference Chair must have at least one year of experience in an AAFP position at the national level, either as a resident or student (specifically, Chair, Delegate to the AAFP Congress of Delegates, AAFP Commission member, FMIG Network National Coordinator) or national family medicine board experience (member of the Society of Teachers of Family Medicine Board of Directors, Association of Family Medicine Residency Directors Board of Directors, or American Academy of Family Physicians Foundation Board of Trustees) or must have served as an AAFP Delegate to the American Medical Association (AMA) House of Delegates, Resident-Fellow Section or Medical Student Section, AAFP Student Liaison to the Student National Medical Association, AAFP Student Liaison to the Latino Medical Student Association, or FMIG Network Regional Coordinator and have at least one year prior experience attending FUTURE (formerly the National Conference of Family Medicine Residents and Medical Students).
- f. Per the AAFP Bylaws, Student, Resident and New Physician Board Members shall not be eligible to be re-elected to the Board of Directors in the same capacity. In addition, an individual who has served as the Student, Resident or New Physician Member of the Board of Directors shall not be eligible to serve as a Board Member in either of the other two specified classes of members.



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- g. Delegates to the AAFP Congress of Delegates shall not succeed themselves.

#### **2. Elections**

- a. On the day of elections, all nominees shall have the privilege of speaking before the Congress during the Candidates' Forum.
- b. The Election Chair shall determine how the allotted time for speeches is to be equally distributed among the nominees for each position.
- c. The nominees shall draw for the order in which they shall speak for each election.
- d. Following the speeches, the candidates for the AAFP Resident Board Member and the Resident Conference Chair, if opposed, shall participate in a question-and-answer session, the length to be determined by the Chair and the Moderator of the Candidates' Forum
- e. No ballot shall be counted in any election if it contains more votes or fewer votes than were instructed to be cast or if it contains more than one vote for the same candidate.

#### **3. Nomination of Resident Member of the AAFP Board of Directors**

- a. The NCFMR will select one nominee to serve a one-year term as resident member of the AAFP Board of Directors. Pursuant to the Bylaws of the AAFP, that candidate's name shall be presented to the AAFP Congress of Delegates for ratification. If the Congress of Delegates fails to ratify the candidate, the AAFP Board of Directors shall select the resident Board member.
- b. The NCFMR nominee for Resident Board member shall be elected by majority vote of those present and voting.
- c. In the event there is only one candidate, the Chair shall declare that candidate the nominee for the office.
- d. The term of office of the Resident Board Member shall begin at the conclusion of the annual meeting of the Congress of Delegates and expire at the conclusion of the next annual meeting of the Congress of Delegates.

#### **4. Election Procedures for Resident Conference Chair**



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- a. The Resident Conference Chair shall be elected by majority vote of those present and voting.
  - b. In the event there is only one nominee, the Chair shall declare that candidate elected to the office.
  - c. This term of office shall begin at the conclusion of the current NCFMR and proceed until the adjournment of the following NCFMR.
- 5. Election Procedures for Delegates to the AAFP Congress of Delegates**
- a. Annually, the NCFMR shall elect two alternate delegates to the AAFP Congress of Delegates. At the first meeting of the AAFP Congress of Delegates following their election, these two individuals shall serve as alternate delegates. At the conclusion of that annual meeting, they shall assume the position of the AAFP delegates and will continue in that position until their term expires at the conclusion of the next ensuing annual meeting of the AAFP Congress of Delegates.
  - b. The two alternate delegates shall be elected by majority vote of those eligible, present, and voting. Any two candidates who receive a majority of the votes cast shall be elected.
  - c. In the event there are only two nominees, the Chair shall declare these candidates elected to office.