RESOLUTIONS PROCEDURE

Resolutions are an important mechanism to the work of TNA. They help establish and make known the position of the Texas Nurses Association on substantive matters.

A RESOLUTION is a main motion, a subject of importance, expressed in formal wording, so the resolution procedure is an orderly process for bringing issues and matters to the attention of the voting body of the organization, The House of Delegates. (Each resolution should refer to only one main motion).

EMERGENCY RESOLUTIONS are resolutions that are based on issues that emerge or suddenly become more important.

A. Initiation of Resolutions

Resolutions may be initiated by:

1. The voting body or board of directors of a district nurses association.
2. Official representative of a district nurses association assembled at meetings sponsored by TNA.
3. Board of Directors of TNA.
4. Organizational units of TNA.
5. Resolutions Committee of TNA.
6. Individual members of TNA.

For 2017, initial resolutions must be received at TNA Headquarters no later than 5 p.m. CST, Monday, January 16, 2017 in order to be included with the House of Delegates information. All resolutions must be supported by documentation, or position paper, and an impact statement appropriate to the classification as shown below. All resolutions must be accompanied by a line-item budget that delineates any expected financial impact on the Association. Resolutions not received by the deadline will follow procedures established for emergency resolutions.

B. Classification Schedule

All resolutions should be classified using one of the following classifications:

<table>
<thead>
<tr>
<th>CLASSIFICATIONS</th>
<th>SUPPORTING DOCUMENTATION REQUIRED</th>
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<tbody>
<tr>
<td>I. Courtesy Resolution: A statement commending an</td>
<td>1. Identify why it is Association’s to commend; identify financial cost</td>
</tr>
<tr>
<td>individual or organization.</td>
<td>to Association in adopting the resolution.</td>
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<tr>
<td>II. Statement of Principle: A statement in support of</td>
<td>2. State facts and principles within the resolution itself; provide</td>
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<td>or in opposition to an issue; resolutions dealing with</td>
<td>supporting documentation, such as copies of articles, to help</td>
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<tr>
<td>federal legislation.</td>
<td>Committee understand the problem and validate the Association’s</td>
</tr>
<tr>
<td></td>
<td>position. Provide line-item budget delineating financial costs for</td>
</tr>
<tr>
<td></td>
<td>Association to implement.</td>
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</table>

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### III. Call for Action
A statement of position on any issue; other than legislative issue, requiring TNA to establish strategies and pursue actions that utilize human, fiscal and/or political resources of the Association.

### III. State facts and principles within the resolution itself; provide supporting documentation, such as copies of articles, to help Committee understand the problem and validate the Association's position. Provide line-item budget delineating financial costs for Association to implement.

### IV. Legislative Resolution
A statement that calls for a specific legislative action.

- **Level I**: Monitor legislative/regulations and provide information to TNA members through TEXAS NURSING.
- **Level II**: Endorse legislation/regulations and provide testimony as appropriate.
- **Level III**: Organize and join coalition(s) promoting legislation/regulations.
- **Level IV**: Introduce legislation and actively lobby for passage.

### IV. Position paper is required including factual background, proposed solution, argument, and details of action, including an impact statement. Provide line-item budget delineating financial costs for Association to implement.

### V. In Memoriam Resolutions
A statement honoring the memory of members who died since a previous Memoriam Resolution was adopted. The statement is written by the Committee.

### V. Supply full, accurate name of TNA member deceased since last adopted resolution; also district membership at time of death, and date of death.

### C. Procedures for Introducing Resolutions

1. Non-emergency Resolutions *(Submission deadline: 5 p.m. CST, Monday, January 16, 2017)*
   
   a. the Committee on Resolutions will confer at the January Board of Directors meeting or other designated time prior to House of Delegates.
   
   b. the Committee will review each resolution for: 1) content consideration; 2) relevance; 3) appropriateness; 4) scope; and 5) finance.
   
   c. the Committee may: 1) edit; 2) rewrite; and/or, 3) combine resolutions.
   
   d. the Committee may refer back to the originator for: 1) clarification; 2) substantiation if the resolution is not clear; and/or, 3) confirmation that the intent has been preserved after editing.
   
   e. The following steps will be taken by the Resolutions Committee: 1) Originators of the resolution will be advised as to whether their particular resolutions have been approved for presentation to the voting body, substantially changed or not approved. If not approved, the reason will be stated; 2) Copies of resolutions which have been approved will be presented to the membership through publication in the March issue of TEXAS NURSING.

   The resolutions may be accompanied by brief statements regarding the resolutions not approved, indicating the Committee’s rationale for not submitting them.
2. Emergency Resolutions *(Submission deadline: 3 p.m. CST, April 27, 2017 the day prior to the House of Delegates)*

   a. When emergency resolutions are received in sufficient enough time prior to the meeting of the House of Delegates, they will be circulated to members of the Resolutions Committee so that a final report can be presented to the Board and membership.

   b. The Committee may recommend the resolution: 1) be approved for presentation to the voting body; 2) not be approved; 3) be held for the next House; 4) referred to a committee or group concerned with the subject matter; 5) returned to the originators. When possible, originators will be given the opportunity to comment on any changes made in emergency resolutions before they are presented to the Board and membership.

   c. Copies of the emergency resolutions which are approved will be presented to the voting membership.

   d. Copies of resolutions will be distributed to the voting body in advance of the Committee's formal report whenever possible.

   e. Emergency resolutions will be received by the chair of the Resolutions Committee until 3 p.m., the day prior to TNA’s annual House of Delegates.

3. In Memoriam Resolutions

   A single resolution drafted by the Resolutions Committee will identify TNA members who have expired during the past 12 months, and will be presented at each House of Delegates. TNA Districts must notify TNA Headquarters of individuals within the District whose names should be included in this resolution. Copies of the resolution will be sent to the family of the deceased if a name and address are provided.

4. Resolutions Regarding TNA/TNF Staff *(Originated by the TNA Board of Directors to honor and recognize hallmarks achieved by Association/Foundation employees)*

D. Report to House of Delegates

1. The report of the Resolutions Committee will be presented by the chairperson. The report will include disposition of all resolutions which have been submitted to the Committee since the last House of Delegates, as well as those resolutions to be presented for adoption. A majority vote will be required for the passage of a resolution.

2. Any TNA member has the privilege of requesting consideration of a resolution previously submitted in the required manner to the Committee, but not approved for presentation. A majority vote is needed to consider the request of ¾ vote of those present which is required for adoption of the resolution.

3. A file of cumulative resolutions adopted by the membership will be maintained at TNA Headquarters.

4. Resolutions which are directed to the American Nurses Association must be submitted in a main motion format and will be forwarded as appropriate to ANA’s reference committee in line with the committee’s timetable.
Texas Nurses Association

RESOLUTION "RULES"

1. **Whereas** statements provide rationale.

2. Each **Resolved** statement is a freestanding element.

3. Only **Resolved** statements may be amended and voted upon.

4. All resolutions must be accompanied by a line-item budget delineating any expected financial impact.

5. Based on the opinion of the 1990 Parliamentarian, resolutions should not reaffirm prior positions. New position statement should be made.

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Sample Resolutions

SAMPLE #1: Resolution Against Physician Abuse of Registered Nurses

Passed by the 2001 TNA House of Delegates

Submitted by: Committee on Practice Issues

Category: Action

Rationale: Establishes action on issue of nursing shortage

**Whereas**, Surveys and anecdotal information confirm that registered nurses experience verbal abuse as a routine part of their job and,

**Whereas**, Thousands of nurses surveyed found that 90% of nurses have experienced verbal abuse and most encounter an average of five incidents per month and,

**Whereas**, Physicians are identified as regular perpetrators of verbal abuse and,

**Whereas**, Registered nurses and the physician community recognize that it is a minority of physicians who engage in abuse of registered nurses and,

**Whereas**, The actions of this minority have negative consequences to the professional relationship between physicians and registered nurses and,

**Whereas**, Verbal abuse is linked to increased turnover rates of nurses and,

**Whereas**, In professional work environments, registered nurses should not encounter such behavior and,

**Whereas**, In a nurse shortage environment, the profession cannot afford to lose even a single nurse to abuse and,

**Whereas**, Nurses and physicians are called upon to be colleagues in the daily care of patients and communities and,

**Whereas**, The development of systems to increase patient safety and manage chronic illness called for in the most recent Institute of Medicine Reports also require professional collegiality and,

**Whereas**, Texas Nurses Association is committed to Workplace Advocacy and the improvement of the workplace environment of registered nurses in Texas, therefore be it
RESOLVED, that the Texas Nurses Association make the elimination of physician abuse of registered nurses TNA’s Eighth Commitment to Workplace Advocacy.

RESOLVED, that the Texas Nurses Association will advocate no less than a ZERO TOLERANCE of physician abuse of registered nurses.

RESOLVED, that the Texas Nurses Association work with employers of registered nurses in developing model policies against physician abuse of registered nurses.

RESOLVED, that the Texas Nurses Association work with the Texas Medical Association to promote adoption by the physician community of a ZERO TOLERANCE for registered nurse colleague abuse.

RESOLVED, that the Texas Nurses Association research and promote the use of strategies to support registered nurses who encounter abuse in the workplace such as:

- Code Nurse, a method that encourages nurses to drop what they are doing on a unit and come to silently support nurses who are experiencing physician abuse on the units.
- Conference calls, a strategy that provides witnesses when nurses make calls to physicians at night who are known to engage in abuse.
- The implementation of physician and nurse counselors who work with identified abusers of registered nurses.
- Education for registered nurses and physicians that provide strategies for identifying and managing abusive situations.

Moved by: Sandy Oliver, passed. No opposition.

Budget: Is being assessed by the TNA financial department

SAMPLE #2: Resolution on the Development of a Model for Evaluation of Nurse Competency For Texas Professional Nurses

Passed by the 2001 TNA House of Delegates

Submitted by: Committee on Resolutions

Category: Action

Rationale: To set a course of action for Texas Nurses on Competency

Whereas, In 1997, Texas Nurses Association supported Senate Bill 617 to allow the Board of Nurse Examiners to pilot programs to evaluate mechanisms for ensuring the competency of nurses over the lifetime of their practice and,

Whereas, The Board of Nurse Examiners conducted a number of pilots to evaluate mechanisms for competency and,

Whereas, Continuing professional competence has become a focus of every major nursing organization including the American Nurses Association, and The International Congress of Nursing and,

Whereas, Numerous groups evaluating the health care system have identified the need for professionals to demonstrate lifelong competency including: The Health Professions Council and the Institute of Medicine and,

Whereas, the most recent Institute of Medicine Report, Crossing the Quality Chasm, identifies that lifelong competency presents a major challenge for improving the health care system of the 21st Century and,
Whereas, the Council on Education and the Committee on Practice Issue both support the principle of demonstration of lifelong competency among registered nurse professionals and,

Whereas, one of the primary methods for demonstration of competency is the Development Method and, therefore be it

RESOLVED, that the Texas Nurses Association:

(1) Develop an agenda for Continuing Competence for the profession of nursing in Texas and bring it to the 2004 House of Delegates for action.

(2) That the Council on Education and the Committee on Practice Issues for the 2003-2004 year be charged with the formation of a joint task force to develop a Texas model for competency measurement as a method of lifelong competency evaluation of Texas nurses to bring as an example to the 2004 House of Delegates.

(3) That nursing reaffirm to the public its commitment of competent practitioners.

Moved by Kathi Light, passed. No opposition.

Budget: Is being assessed by the TNA financial department
Any resolution proposed for consideration of the TNA Resolutions Committee must be submitted covered by this completed form.

Individuals/units who submit a proposed non-emergency resolution must adhere, and refer for guidance, to the *TNA Resolutions Procedure*. *Resolution Rules* must be followed.

**Submission Deadline: 5 p.m. CST, January 16, 2017.**

A proposed emergency resolution must adhere to the same guidelines as a non-emergency resolution, as well as adhere to the emergency procedures. *Emergency resolution deadline is 3 p.m., of the day prior to TNA’s House of Delegates.*

Please provide the following applicable information:

1. **Resolution Title**

2. **Submitted by**
   - Organizational Unit (if applicable)
   - Member/Unit Representative
   - Address
   - City Zip
   - Phone Email

3. **Date Submitted**

4. **Classification of Resolution** *(i.e., Courtesy, Statement of Principle)*
5. **Resolution Content**

Attach a typed copy of the proposed resolution. Please use the following format on all resolutions (except for an In Memoriam Resolution which would require submitting only full, proper name, TNA District and date of death):

WHEREAS,______________________________________________________________

__________________________________________________________________________, and

WHEREAS,______________________________________________________________

__________________________________________________________________________, and

WHEREAS,______________________________________________________________

__________________________________________________________________________, and

RESOLVED,____________________________________________________________

________________________________________________________________________.

RESOLVED,____________________________________________________________

________________________________________________________________________.

6. Attach Supporting Documentation (please refer if needed to Resolutions Procedure.)