

**BYLAWS OF THE HAND SURGERY SECTION OF THE AMERICAN OSTEOPATHIC ACADEMY OF
ORTHOPEDICS**

Approved April 2020

These Bylaws are a companion to the bylaws of the American Osteopathic Academy of Orthopedics (AOAO). The bylaws of the AOAO are, therefore, incorporated into this document.

Article I Purpose

The purpose of the Hand Surgery Section of the AOAO shall be:

To facilitate the Mission and Vision statement of the AOAO.

To foster communication and camaraderie among its members.

To participate in educational endeavors such as lectures and conferences sponsored by the AOAO.

To advance the learning and understanding of Hand Surgery, applying the principles and practice of Osteopathic medicine and surgery.

Article II Members and Meetings of Members

Section 1 Classes of Membership

- A. The classes of membership shall be the same as the AOAO membership classification, excluding students. (AOAO: Article II, Section 1)

Section 2 Qualification for Membership

- A. The qualification for membership shall be the same as the AOAO qualifications. (Article II, Section 2)
- B. Member shall have received a minimum of three months training in an approved Hand Surgery program.
- C. Individual consideration shall be given to those orthopedic surgeons with special interest in hand surgery who have met the qualifications set forth in Article II, section 2, A.

Section 3 Applications

- A. All applicants shall complete an appropriate application, which is available on the AOA web site (www.aoao.org) or from the AOA office, and shall be reviewed as required by the Manual of Procedure.

Section 4 Rights of Members

- A. The rights of members shall be the same as the bylaws of the AOA. (AOAO: Article II, Section 5)

Section 5 Continuing Medical Education Attendance

- A. The CME attendance requirements shall be the same as stated in the AOA bylaws. (AOAO: Article II, Section 6)

Section 6 Annual Meetings

- A. The General Business Meeting of the Hand Surgery Section shall be held in conjunction with the Annual Meeting of the AOA. The purpose of the meeting shall be the election of officers and for the transaction of such other business as may properly come before the meeting.

Section 7 Notice of Annual Meetings

- A. Notice of the time, place and purpose of the Annual Business meeting shall be served electronically, not less than 30 days nor more than 90 days prior to the meeting.

Section 8 Quorum

- A. At any meeting of the Hand Surgery section of the AOA, the presence of 10 voting members shall be necessary to constitute a quorum. If no quorum is present, business shall be transacted by the Officers present at the meeting.

Section 9 Voting

- A. Only Active, Military, Life, Retired and Disabled Members shall be entitled to vote on any issue or matter that requires the vote of the Members.

Section 10 Fees and Dues

- A. Annual Membership dues shall be determined by the Officers of the Hand Surgery section.
- B. Special assessments of fees shall be made as determined by a majority vote of the voting members for special needs as determined by the Officers.

C. Shall be subject to AOA bylaws. (AOA: Article II, Section 14, A, 6a, 7)

Section 11 Disciplinary Action

A. Disciplinary action shall be the same as the AOA in Article II, Section 19.

Section 12 Appeals

A. Appeals shall be the same as the AOA in Article II, Section 20.

**Article III
Committees**

Section 1 Nominating Committee

- A. The nominating committee shall consist of the President, Vice-President, and the immediate past President.
- B. The Nominating Committee, at the Annual Meeting of the section, shall present to the membership the names of the individuals nominated to be officers.

**Article IV
Officers**

Section 1 Number

A. The Officers of the Hand Surgery section shall be the President, Vice-President, 2nd Vice-President, and Secretary-Treasurer.

Section 2 Term of Office, Qualifications and Succession

- A. The Officers shall be elected at the Hand Surgery section Annual Meeting.
- B. The term of office of the President, Vice-President and 2nd Vice-President shall be one year.
- C. The term of office of the Secretary-Treasurer shall be five years.
- D. The 2nd Vice-President shall succeed to Vice-President, who shall succeed to President as the annual terms expire.
- E. Only Active, Military, Life, Retired and Disabled members of the Hand Surgery section shall be elected Officers. Completion of an ACGME or osteopathic hand fellowship of at least one year as well as having passed the Hand Specialty Certificate Examination is

required to become an officer and moderate AOA hand section meetings. An Officer shall have demonstrated service and commitment to the AOA.

Section 3 President

- A. The President shall preside at all meetings of the Hand Surgery section.
- B. The President shall, as necessary, appoint committees of the Hand Surgery section and appoint a chairperson.
- C. The President shall have the authority to appoint from the membership to fill a vacancy that occurs in the Officers. This appointment will apply until the next Annual Meeting of the section.

Section 4 Vice-President

- A. The Vice-President shall assume the duties of the President if such a vacancy exists.
- B. The Vice-President shall, working in conjunction with the CME committee of the AOA, coordinate moderators for the Hand Surgery section educational session at the Annual Meeting.

Section 5 2nd Vice-President

- A. The 2nd Vice-President shall assume the duties of the Vice-President if such a vacancy exists.

Section 6 Secretary-Treasurer

- A. The Secretary-Treasurer shall prepare and preserve records of attendance and proceedings of all Hand Surgery section meetings.
- B. The Secretary-Treasurer shall be responsible for membership rolls.
- C. The Secretary-Treasurer shall handle the correspondence and other usual duties of the office.
- D. The Secretary-Treasurer shall protect and disburse funds of the section as directed by the Officers.
- E. The Secretary-Treasurer shall communicate and participate directly with the administrative staff of the AOA.
- F. The Secretary-Treasurer shall, at the discretion of the Officers, coordinate with the administrative staff of the AOA plaques for the visiting lecturers.

- G. The Secretary-Treasurer shall, working in conjunction with the CME committee of the AOA, coordinate moderators for the Hand Surgery section educational session at the Post Graduate seminar.

Article V
Amendments

Section 1 The Officers and voting members shall have the power to make, alter, amend and repeal the bylaws by an affirmative vote of the majority of the Officers or voting members, at a regular meeting and adopted by vote at a subsequent regular meeting. Such amendments shall be submitted for approval to the AOA Board of Directors.

Article VI
Code of Ethics

Section 1 The code of ethics for the Hand Surgery section shall be the Code of Ethics of the AOA.

Article VII
Non-Discrimination

Section 1 The non-discrimination policy shall be the same as the AOA in Article XIV.