

NAME Position Paper Guidelines

1. Position papers state positions officially endorsed by the National Association of Medical Examiners (NAME) as authorized by the Board of Directors and are intended to assist in the practice of medicolegal death investigation. Position papers discuss subjects in the field of forensic pathology of vital interest to the public and to the membership at large. A position paper will discuss not only the majority opinion about its subject but will also address accepted (mainstream) minority opinions.
2. A position paper is initiated by the President or by direction of the Board of Directors.
3. The President, with the Executive Committee's approval, appoints the lead author.
4. The lead author, with the Executive Committee's approval, selects experts and co-authors to assist in preparing the first draft of the paper.
5. The first draft of the position paper is submitted to the Standards Committee to evaluate for potential conflicts with existing Standards and/or the implied creation of a new Standard. If the Standards Committee identifies conflicts or perceives a new standard is proposed, attempts to resolve this will be made with the submitting author. Resolutions include: authors' revision, revision of an existing Standard, or proposal of a new Standard to the Standards Committee. (Note: the latter two forms of resolution require voting by the NAME membership at the annual Business Meeting, in accordance with NAME policy.)
6. The draft is then submitted to the Board of Directors for review and comment. The Board of Directors votes (simple majority) to accept or reject the paper in concept.
7. The draft is re-edited and posted on the NAME website for 30 days during which time the general membership has the opportunity to review and comment.
8. The authors re-edit the paper based on members' comments and then submit it to the Executive Committee for approval. The Executive Committee votes (simple majority) to accept, accept with additional revisions, or reject the paper.
9. Following Executive Committee approval, the position paper is presented to the Board of Directors no less than 1 month prior to the next Board of Directors' meeting for final approval. Final approval requires a super-majority (3/4) for acceptance.
10. Accepted position papers will be published as approved (with the exception of stylistic changes) in the journal of NAME (currently *Academic Forensic Pathology*) as a position endorsed by the National Association of Medical Examiners for five years.
11. A paper rejected by the Executive Committee or Board of Directors may be submitted to any medical journal as the product of the authors, but it may not be identified as an endorsed opinion of NAME.
12. NAME's endorsement of a position paper ends five years from publication of the position paper. NAME may renew its endorsement of a position paper by following steps 2-10 above, with revision of the original manuscript as appropriate for changes in knowledge or understanding that occur during the five year life of the original position paper.