

**THERAPIST PROFESSIONAL ADVISORY COMMITTEE**  
**MEETING MINUTES**  
**25 April 2008**



Therapist Professional Advisory Committee		
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**THERAPIST PROFESSIONAL ADVISORY COMMITTEE  
MEETING AGENDA  
25 APR 2008  
1200 EDT**

I.	CALL TO ORDER	CDR O'Neill-Manrique	1200
II.	REVIEW AND ADOPTION OF AGENDA	CDR O'Neill-Manrique	1205
III.	REVIEW OF PREVIOUS TPAC MINUTES	CDR O'Neill-Manrique	1210
IV	CHIEF PROFESSIONAL OFFICER	CAPT Siegel	1215-1230
V.	<b>NEW BUSINESS</b>		
<b>Information</b>	1. Retention Survey Results	LCDR Boles	1230-1250
<b>Information</b>	2. Appointment Standards	LCDR Roe	1250-1300
VI.	<b>OLD BUSINESS</b>		
<b>Information</b>	1. Strategic Growth Challenge	LT Trombley	1300-1310
<b>Information</b>	2. Recruitment Initiative	LT Chorosevic	1310-1320
<b>Information</b>	3. Healthy Lifestyles	LCDR Golding	1320-1330
VII.	<b>REPORTS</b>		
	A. TPAC CHAIR	CDR O'Neill-Manrique	1330-1340
	B. Administration	LCDR Souvignier	1340-1345
	C. Information Management	CAPT Figueroa	1345-1350
	D. Readiness	CDR Shapiro	1350-1355
	E. Strategic Planning and Dev.	LCDR Boles	1355-140
	F. Professional Development	CDR Whitehurst-Lief	1400-1405
	Promotion Preparation Report	CDR Jordan	1405-1410
VIII.	OPEN FORUM FOR DISCUSSION TPAC CATEGORY		1410
IX.	ADJOURN		

## Therapist Professional Advisory Committee Meeting Minutes

Date: 25 April 2008    Time: 12:00- 1430 hours EDT    Location: Teleconference

### **I.    CALL TO ORDER: 12:00 PM EDT**

<u>MEMBERS</u>	<u>TITLE/PROXY</u>	<u>AGENCY/OPDIV</u>
CDR Kathleen O'Neill-Manrique	Chair	IHS
LCDR Alicia Souvignier	Exec Sec	IHS
CDR Martha Duganne	Souvignier	IHS
CAPT Liza Figueroa		IHS
CDR Scott Gaustad	KO'NM	IHS
CDR Laura Grogan	Souvignier	OS
CDR Fred Lief		BOP
CDR Jon Schultz		BOP
CDR Rita Shapiro		USCG
CDR Jessie Whitehurst-Lief		BOP
LCDR Terry Boles		IHS
LCDR David Byrne		CDC
LCDR Joe Golding		IHS
LCDR Monique Howard		CMS
LCDR Henry McMillan		OS
LCDR Jeff Richardson		IHS
 <b>Ex-Officio Member:</b>		
CAPT Karen Siegel	CPO	AHRQ

<u>GUESTS</u>	<u>AGENCY/OPDIV</u>
CAPT Terry Cavanaugh	IHS
CAPT Gary Shelton	IHS
CAPT Frank Weaver	IHS
CDR Jean Bradley	BOP
CDR Jeff Fultz	IHS
CDR Michael Smith	NIH
CDR Ron West	IHS
LCDR Damien Avery	BOP
LCDR Michelle Baker	BOP
LCDR Andra Battacchio	IHS
LCDR James Cowher	IHS
LCDR Jessica Feda	BOP
LCDR Ernestine Higdon	IHS
LCDR Karen Kilman	IHS
LCDR Robert Roe	IHS
LCDR Thomas Schroeder	HIS
LCDR Jodi Tanzillo	IHS

LT Phil Chorosevic	IHS
LT Heidi Fisher	IHS
LT Tim Gordon	IHS
LT Tracy Gualandi	BOP
LT Gwendolyn Hall	BOP
LT Alice Priest	BOP

## **II. REVIEW AND ADOPTION OF AGENDA:**

CDR Shapiro moves to approve the agenda and LCDR Howard seconds the motion. Approved.

## **III. REVIEW OF PREVIOUS TPAC MINUTES:**

February 2008 meeting minutes were provided and approved via e-mail to all TPAC members. Minutes are posted on TPAC website.

## **IV. CPO Report- CAPT Siegel**

### **- Promotion Year 2008:**

- Promotion Boards have concluded. The anticipated release date for promotions will be after COF Symposium in June, but prior to 1 July 2008.
- Assimilation Boards will meet in May.
- The 2009 promotion benchmarks should be released soon, and will likely have few changes.

### **- Readiness:**

- March Statistics: Therapist Category is 91.6%
- Dropped from 1<sup>st</sup> place to a tie for 4<sup>th</sup> place.

### **- Transformation:**

- Web based billet system is forthcoming. It is similar to programs like Turbo Tax in design, with an interview system to find the best match for your billet. Expected to be released this summer.
- COER redesign is in the formative stages.
- Corps awareness program for supervisors (CAP). Designed for Commissioned Corps, Civil servants, and tribal supervisors.
- Discipline policy to address letters of reprimand and referrals to disciplinary boards is currently being written. This policy will make a formal process for addressing officers who do not meet readiness standards or who receive a not recommend on promotion boards.
- An MOU has been established with the DOD for mental health providers in MTFs. About 200 mental health positions will be filled by both transfers and new hires.
- MOU for the VA is close but not signed yet. Latest delay is concern over payment of death benefit, consistent with previous roadblock that therapist category encountered.
- Potential MOUs with State Health Departments: The State of Texas submitted letter to ASH to request EHOs.

- COF Symposium: Funding cap will not be lifted as the Rule of 50 does apply to the conference. The cap only applies to officers from HHS agencies. Uniform for the conference will be the Service Khaki.
- Joxel Garcia, M.D., M.B.A. is the new ASH, approved by the Senate, and will be commissioned as an O-10.
- RADM Galson, ASG, is maintaining a high profile on the issue of childhood obesity. Traveling a great deal as seen in the recent COA Frontline. He has been on local news promoting “Turn off the TV Week”.
- CPO Dietician Category expressed interested in continued collaboration with our category for the Fit for Life column in the CC Bulletin. Think of potential ideas for articles that we can contribute. Officers that have contributed in past have received an award. Watch for formal request through the Readiness Committee.
- Respecting our category Chain of Command can be challenging, since the PHS is decentralized. There have been several incidents with this recently. Better to think of it as a Chain of Communication. It is important to prevent conflicting information from multiple sources.
  - Please realize the importance of keeping the CPO abreast of any articles or public presentations which represent the Commissioned Corps. It is always best to obtain approval from the OSG. Notifying the OSG through the CPO of Therapist Category projects helps to shed positive attention to our category.
  - When in uniform at professional meetings remember that you are representing the category and the Corps. Answer questions about PHS and Therapist Category, but be sensitive if you are asked to comment on things at a policy level. Refer these requests to CPO or somebody within your agency. Know your limitations and keep within your scope. CPO does not necessarily handle all issues, but can be a clearing house and refer to the right person.
  - PHS workgroups and taskforces often require gathering of information from outside of the agencies or Corps systems. When you are asked to get information for a workgroup, make sure you have approval of group leader. If it is for TPAC, get chair /CPO approval. Unapproved comments to entities outside of the PHS at the wrong time can affect potential MOUs and other policy activities.

## V. **New Business**

### 1. **Retention Survey- LCDR Boles**

Thank you to LCDR Jim Cowher and subcommittee and Category for participating. 46 officers responded- 34%. Please see results in Attachment F. The subcommittee and category plans to review these results and develop a plan to address concerns that were identified by officers who participated.

### 2. **Appointment Standards-**

Need to change wording to “shall receive 8 years” not “maximum of 8 years” for all disciplines OT, PT, and AUD. TPAC will make this recommendation. Please see report under Strategic Growth Committee Report.

## **VI. Old Business**

### **1. Strategic Growth Taskforce, LT Trombley**

Tabled until next meeting. See report under Strategic Growth Subcommittee Report.

### **2. Recruitment/AR Update, LT Chorosevic**

Associate Recruiters will be matched with new Commissioned Corps applicants to serve as mentors and additional points of contacts from the application to the CAD process. Applicants will be matched by agency as appropriate. LCDR McMillan will provide the AR Lead with new applicants on a routine basis.

### **3. Healthy Lifestyles- LCDR Golding**

See attached report, Attachment G.

Discussion of development of a full time position on healthy lifestyles as was done in the past by CAPT Flyzik. While CAPT Siegel pointed out the lack of funding at this point (CAPT Flyzik was funded by IHS), it was recognized that this may be a potential need as 40% of medical limited tours are due to weight issues.

## **VII. Reports**

**A. Chair Report: CDR O'Neill-Manrique-** nothing to report.

**(Committee reports provided as attachments A-E)**

**B. Administration Committee:** See report.

**C. Information Management Committee:**

TPAC members interested in serving as Information Management Chair, please contact CAPT Figueroa.

Please continue to provide CAPT Siegel with changes for TPAC Webpage, especially new committee and subcommittee chairs and e-mail addresses.

JOAG liaison- Therapist representative position for JOAG is open this year. The Deadline in May 15, 2008

Historian: CDR Whitehurst-Lief is transferring position to CDR Alicia Hoard.

**D. Readiness Committee:**

Attention to Readiness, as our numbers have dropped.

Please submit ideas for articles for Fit for Duty column to CDR Shapiro.

**E. Strategic Planning and Development Committee:** Defer to report.

**F. Professional Development Committee:**

CDR Payne will take over for CDR Michaele Smith as Mentoring Subcommittee Chair.  
CDR Jordan provided a report on the promotion preparation documents. Created a survey to send to senior officers to evaluate the effectiveness of these documents. Please see Committee report for further information.

**VII. OPEN FORUM**

LCDR Michelle Baker asks officers to email her if you would like to help with BMI booth at COF. Her email address is: m3Baker@bop.gov.

CDR Ron West commends CDR Michael Smith on her work establishing the mentoring program.

CONCLUSION: Meeting adjourned at 1430 Eastern Time

**Next TPAC meeting: June 27, 2008 - 1200 EST**

**Call in number: 1-866-771-8522, pass code 1000028.**

Respectfully Submitted: LCDR Alicia Souvignier, TPAC Executive Secretary

Concur: CDR Kathleen O'Neill-Manrique, TPAC Chair

Concur: CAPT Karen Siegel, CPO Therapist Category

**ATTACHMENT A: ADMINISTRATION COMMITTEE REPORT**

**ATTACHMENT B: PROFESSIONAL DEVELOPMENT COMMITTEE REPORT**

**ATTACHMENT C: INFORMATION MANAGEMENT COMMITTEE REPORT**

**ATTACHMENT D: STRATEGIC PLANNING AND DEVELOPMENT COMMITTEE REPORT**

**ATTACHMENT E: READINESS COMMITTEE REPORT**

**ATTACHMENT F: Retention Survey Results**

**ATTACHMENT G: Healthy Lifestyles Taskforce Report**

**USPHS Therapist Category Website:** <http://www.cc.nih.gov/rm/pt/tpac.htm>.

**Join the Therapist Category LISTSERV at** [https://list.nih.gov/archives/usphs\\_therapist.html](https://list.nih.gov/archives/usphs_therapist.html)

**ATTACHMENT A**

**ADMINISTRATION COMMITTEE REPORT**

**MEMORANDUM**

**TO:** CDR KATHLEEN O'NEILL MANRIQUE, TPAC CHAIR

**FROM:** LCDR ALICIA SOUVIGNIER, ADMINISTRATION COMMITTEE CHAIR

**DATE:** 4/25/08

**RE:** ADMINISTRATION COMMITTEE REPORT, April 2008

**Finance Subcommittee Report, CDR Fred Lief, Chair**

Nothing to report.

**COA Meeting Planning, LCDR Andrea Woolridge**

Early bird deadline is extended to 30 April.

**Member Elections Task Force**

New members TPAC Members for 2008 are LT Heidi Fisher, LT Christopher Barrett, LCDR Damien Avery, and CDR Ron West. Alternates are LCDR James Cowher, LCDR Brian Elza, and LCDR Robert Roe.



## ATTACHMENT B

**DATE:** April 18, 2008  
**TO:** CDR Kathleen O'Neill-Manrique, TPAC Chair  
LCDR Alicia Souvignier, TPAC Executive Secretary  
**FROM:** CDR Jessie Whitehurst Lief, Professional Development Committee, Chair  
**SUBJECT:** Professional Development Committee Report  
Therapist Professional Advisory Committee

The following are the submitted subcommittee reports for the April 25, 2008, TPAC meeting:

### **Awards Subcommittee:**

Chair: CDR James Standish

Members: CAPT Lois Goode, CDR Scott Gaustad

The appropriate plaques for the "2008 Therapist Category Award Recipients" have been ordered and will be forwarded to CAPT Goode for presentation at the COA/COF conference in June.

The call for the 2008 AMSUS Award nominations has been forwarded to the category. The deadline for nominations is June 30, 2008. Please forward a copy of your nomination to CDR Standish at James.W. Standish @ uscg.mil by May 30, 2008.

### **Education Subcommittee:**

#### **Subcommittee Members**

Education Subcommittee Chair: LCDR Jessica Feda

Education Subcommittee Secondary Chair: LT Felipe Zamarron

Members: LCDR Jeff Richardson, LTJG Carlos Estevez, LT Brian Elza, LT

Dean Trombley, LCDR Jeff Lawrence, LCDR Henry McMillan, LCDR Scott Mitchell

The Education Subcommittee's last meeting was on February 20th, 2008. The Education Subcommittee would like to welcome LCDR Scott Mitchell to the subcommittee!

The Advanced Practices Webpage is operational! It is located on the TPAC website under the "Time Sensitive Information" section. We are updating the site on a quarterly basis. **We need updates from each officer to ensure a quality and robust site!** Please send your updates/presentations/critically appraised topics to LCDR Feda at [jfeda@bop.gov](mailto:jfeda@bop.gov) or LT Carlos Estevez at [CarlosEstevezPT@yahoo.com](mailto:CarlosEstevezPT@yahoo.com).

The Education Subcommittee is hoping to utilize the Field Representatives requests to request submittals for the Advanced Practices Site on a regular basis.

We plan to talk with CDR Shapiro in the future to determine if we can post current deployment information. A deployment region on the site may be very useful for our category officers.

CDR Manrique has asked LCDR Feda to present at the April PAC Chairs Committee on the Advanced Practices site to gain greater exposure and share our ideas.

**(NEW!)** The Education Subcommittee has worked diligently under both LCDR Randall and LCDR Feda to develop an informational posting for submission to CAPT Siegel for placement under the Education Subcommittee site on the TPAC webpage. This site will

allow PHS therapists, audiologists, speech language pathologists, and eventually respiratory therapists to access evidence-based courses, research, and literature. It will broadcast officer's contributions to research and education. The site will also act as a venue for sharing presentations, information, and clinical mentorship. It is searchable by topic and discipline. The site is in the early stages and has undergone significant development and contributions through the work of the Education Subcommittee members, however it is now time for all therapy category officers to review the site and offer their pertinent information to aid in the site's development and growth!

The following sections are encompassed within the site:

- Specialty certification information
- Clinical research contributions
- Evidence based continuing medical education
- Critically appraised topics
- Evidence-based medicine links
- Clinical Consultation forums
- Therapy presentation postings

In addition, the 2008 course listings are complete for 2008 for evidence-based courses offered by our respective professional organizations and sister-services:

5/11/08-5/16/08 Joint Operational Deployment Course-PHS officers attending: LT Dawn Dineyahze

9/8/08-9/19/08 Management of Combat Stress Casualty Course-PHS officers attending: Tentatively CDR Grogan, CDR Pickering

8/18/08-8/22/08 Burn and Trauma Course, San Antonio Texas-PHS officers attending: Tentatively LTJG Fisher, LCDR McMillian, CDR Gaustad

10/27/08-11/07/08 COL Kersey Advanced Clinical and Operational Course, San Antonio Texas- PHS officers attending: Tentatively LT Burnham, LT Gualandi

**Mentoring Subcommittee:**

Chair: CDR Michael Smith

CDR Smith compiled and sent Letters of Appreciation to seven mentoring pairs. Two mentoring pairs were matched.

CDR Eric Payne has agreed to be the new Mentoring Coordinator for the Therapy Category. He will take over this position on July 1, 2008.

**Promotion Preparation Subcommittee:**

Chair: CDR Michelle Jordan

Members: CAPT Nancy Balash, CDR Ron West, CDR Kathleen O'Neill-Manrique, CDR Jessie Whitehurst Lief, CDR Monique Howard, CDR Tarri Randall

The Promotion Preparation Subcommittee met on Friday, February 15, 2008, to review current promotion documents (CV, CV summary sheet, etc..) on the TPAC website. A few minor edits were made to the existing documents. There was discussion of developing two surveys. One survey will be for 0-6 officers to give feedback on what they deem valuable information to be included in an officer's OPF. The survey will also ask those who have reviewed or counseled officers what information made for ease of OPF review and what was deemed unhelpful information. The other survey will be for officers who were recently eligible for promotion. It will ask for feedback on the effectiveness of the tools available on the TPAC website. The subcommittee will have TPAC review the surveys prior to sending them out to the field.

**Retirement Recognition Subcommittee:**

Chair: CDR Cindy Carter

Members: CAPT Susanne Pickering, CAPT Lois Goode, CDR Ron West, CDR Jean Bradley, CDR Rita Shapiro, CDR Jessie W. Lief and LCDR Damien Avery

Preparation continues for the retirement recognition portion of Category Day at the COA/COF conference in June.

## ATTACHMENT C

April 18, 2008

To: CDR Kathleen O'Neill-Manrique, TPAC Chair  
LCDR Alicia Souvignier, TPAC Secretary

From: CAPT Liza Figueroa, TPAC Information Management Chair

Re: TPAC INFORMATION MANAGEMENT REPORT APRIL 2008

### **I. WEB PAGE SUBCOMMITTEE, CAPT Karen Siegel, Chair**

Web page updates include:

- updated hail and farewell list
- posted revised P&P
- updated finance subcommittee chair
- posted COA category day agenda
- posted JOAG retreat at COF
- posted 2008 category awardees
- posted Feb. minutes and field report
- posted Feb. vacancies
- posted printable recruiting flyer
- made many additions to the advanced practice pages, particularly for PT

I know many more changes have been made to subcommittee chair positions that have not been forwarded to me. Committee chairs – please check your committee pages on the website and send me all the changes.

Needed info includes:

Name  
Rank  
e-mail address  
sub/committee

Please review the changes once they appear on the public site and let me know if any additional changes are needed.

<http://www.cc.nih.gov/rm/pt/tpac.htm>

As always, thanks for your help in assuring the site is the best it can be.

Thank you,  
Karen Lohmann Siegel, PT, MA

CAPT, US Public Health Service  
Chief Therapist Officer

Health Scientist Administrator  
Agency for Healthcare Research and Quality  
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301-427-1321 (v)  
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The main site is at <http://www.cc.nih.gov/rm/pt/tpac.htm>

## II. JOAG Liaison, LCDR Jessica Feda, Chair

JOAG Liaison Report - April 2008

The last JOAG meeting was held on Friday, 4/11/08.

### **Next Journeman Series Meeting:**

**May 9<sup>th</sup> 1300 EST, watch the listserv for call-in information.**

### **Next Regular JOAG Meeting:**

**COF Symposium June, 2008 (Sunday before the conference, watch the listserv for an announcement on time/location)**

- JOAG is hosting a Forward Thinking Retreat at this year's COF Symposium. They are still accepting additional participants. Over 50 junior officers have signed on so far. It will be held on June 7-8th. This Forward Thinking retreat will conceptualize future planning for the Commissioned Corps over the next 20-30 years. During the retreat, junior officers will share their collective voices in developing a vision for the future of the Corps and have the opportunity to present their ideas to RADM Galson, Acting Surgeon General. This is a unique opportunity for junior officers to advance the mission of the Corps and direct the next generation of leaders. In addition, it is an excellent professional, leadership, and career development activity for individual officers and the participants will develop an invaluable skill set that will benefit them throughout their careers. Please consider this opportunity if you are a junior officer! There is no fee for this retreat, please contact LCDR Aimee Treffiletti at [alt5@cdc.gov](mailto:alt5@cdc.gov) if interested.
- On Friday, March 28, the JOAG Executive Committee (EC) met via conference call with RADM Robert Williams, Acting Deputy Surgeon General, and RADM Carol Romano, Chief of Staff of OSG. OSG had requested the meeting to hear an update about JOAG. The EC discussed several of JOAG's projects with RADMs Williams and Romano, including the Forward Thinking Retreat, recent activities related to PAC Collaboration, two recently submitted projects – the Awards Guidance document, and the

PHS Outstanding Volunteer Service Medal proposal – and the Journeyman Speaker Series. In addition, we provided a summary of each committee's activities, based on the most recent committee report. RADMs Williams and Romano praised JOAG for all of its work and suggested a quarterly call with the JOAG EC in order to hear frequent updates.

- JOAG is looking for new voting members! JOAG will be filling 10 vacant slots at the beginning of the operational year on October 1<sup>st</sup>, 2008. Deadline for application is 15 May 2008. Please take a look at the JOAG website for application details. **The therapist JOAG position is available this term!**
  
- Awards Guidance Workgroup: The Commissioned Corps Awards Guidance document was discussed in the meeting with representatives from the Office of the Surgeon General. This document seeks to create a complete and unified source of information for preparing nominations for Commissioned Corps awards. Additionally, this document includes information on the importance of Commissioned Corps awards for Commissioned Corps officers. At this point, the draft document is still being reviewed by OCCO. When the awards policy POM is issued, Ms. Jane Sprouse, CAPT Dean Coppola, and CAPT Mike Montello will provide their comments on the document in a unified manner. When this awards guidance document is finalized, it will be incorporated into materials sent to new supervisors of Commissioned Corps officers. It may become a standard guidance document posted on the OCCO website, and in the long run, JOAG envisions that this document or a similar one could be a single official guidance document for preparing award nominations, replacing the agency-based guidance that exists today. That future for the document is unclear however, and far from certain. OSG seemed pleased with the process to date expressed interest in seeing the final document once the revisions were made incorporating input from OCCO as well the coming POM.
  
- **The Journeyman Series: *Junior Officers moving toward mastering their trade.*** A journeyman is someone who has completed an apprenticeship and is working on mastering their trade. It is also a program in the US Navy that allows sailors to experience different jobs within a career field. To date, the JOAG has held 2 sessions:
  - Friday, January 11, 2008: CAPT Shepherd (OIC/USNS Comfort) and CAPT Downs (OIC/USS Peleliu) briefed on their experiences during their mission and discussed the role that junior officers played during those missions
  - Friday, March 14, 2008: CAPT Jerry Farrell (USN, retired), Executive Director of the Commissioned Officers Association (COA) and its affiliated PHS Commissioned Officers Foundation for the Advancement of Public Health (COF) discussed the roles and missions of COA and COF, with emphasis on where the organizations' activities converge and where they are separate. In the course of his discussion,

he provided updates on current issues and activities of both COA and COF.

- The briefings are typically 45 minutes in length, with a 15 minute question and answer session. The meetings are held every other month preceding the JOAG Voting member meeting; a dedicated time for guest lecturers enabled the JOAG to provide its membership a full scale educational session while ensuring JOAG activities/operations could be fully exercised during allotted meeting times. LCDR DeBarros briefed that future planned series include award writing tips, preparation for a promotion board and force readiness. To date, feedback has been very positive on this initiative.

Selections for the Junior Officer of the Year Award, the JOAG Excellence Award, and the VADM Richard H. Carmona Inspiration Award have been forwarded to the JOAG Executive Committee and once endorsed by the EC will be forwarded to the OSG for further approval.

Junior Officer Scholarship applications for the Symposium are now being accepted. The scholarship only provides for the cost of the full registration, not the pre- conference events, travel, or housing, etc. Visit <http://www.phscofevents.org/registration.cfm> for more information on guidelines and the application process. **Submission Deadline is May 7, 2008.**

- The Communications and Publications committee is seeking a junior officer to serve as content manager for a feature series on the new website called “A Day in the Life”, which will feature stories that capture “A day in the life of a junior officer”. Those interested should email LCDR Lori Hall with a statement of interest. This obligation would run through the end of this operational year and beyond if, they wish. The content manager would also serve on the website transition workgroup. A listserv announcement with further details will be posted soon.

The Recruitment and Retention Committee has initiated two new workgroups: the Alumni Contact Program and the Career Online Resources Workgroup. The Alumni Contact Program is a recruiting avenue that maximizes professional contacts that each officer already has through their Alumni University or professional organization. This workgroup will construct easily accessible and modifiable letter templates that an officer can modify and send to their alumni contacts such as the dean, career counselor, career placement office, or student body organization on career opportunities in the PHS. Similar letters will be available for professional organization contacts. Hopefully, we can post these on PAC websites and the JOAG site.

The Career Online Resources Workgroup will work to pilot a program for online occupational postings with the Public Health Service. The workgroup will explore opportunities for posting informative, yet broad Public Health Service postings on

free professional job-posting websites. The newly formed workgroup will explore posting options without associated advertising costs.

The Recruitment and Retention Committee retains four other workgroups: The COSTEP Connection Program, Career Fairs List Workgroup, the R&R Publications Workgroup, and the JOAG Informational Workgroup.

- COF Symposium Agenda and Information:

The deadline for early bird registration is nearing – Monday, April 21<sup>st</sup>. The 2008 USPHS\ Scientific & Training Symposium will be held June 9-12 in Tucson, AZ.

The theme for this year's conference is **Public Health Strategies for the New Millennium**. Join us for 3 1/2 days of general and tracked sessions focusing on effective strategies for addressing a broad-range of public health challenges including prevention, preparedness, cross-border issues, tribal health care, and much more.

Continuing education credits will be available. The Symposium will feature multiple networking opportunities and an exhibit hall with more than 100 vendors demonstrating the latest public health products and services.

Scholarship applications also are available for Junior Officers (pay grade O-3 and below) and full-time students. Visit [www.phscofevents.org](http://www.phscofevents.org) to register or apply for a scholarship.

The detailed agenda for the Conference has now been published and is available on the conference website.

A number of pre- and post- conference activities and events will be held. Some of these events include:

- Transformation update on Monday morning June 9 RADM Shekar, USPHS Deployment Readiness review by RADM Williams, USPHS; RADM Babb, USPHS and RADM Rutstein, USPHS also on Monday morning
- A Forward Thinking Seminar offered by the Junior Officer Advisory Group on June 7 and 8
- A Basic Life Support Course on Monday morning June 9
- The Surgeon General's 5K Run/Walk and Physical Fitness Test on Wednesday morning June 11
- Associate Recruiter Program
- Pharmacy Immunization Training (tentative )
- Advanced Burn Life Support Training for nurses (tentative)
- Retirement Seminar



Additionally, several pre-conference workshops are available on Sunday, June 8<sup>th</sup>, including

- [Fundamentals of Leadership](#) (full-day).
- [CDC Environmental Health Training in Emergency Response \(Condensed Version\)](#):
  - [Food Safety, Potable Water and Shelters Modules](#) (full-day).
  - [Lean Six Sigma for Healthcare Professionals: A Top Down Approach](#) (full-day).
  - [CDC-Developed Rapid Health Epidemiologic Assessment \(CASPER\) Toolkit](#) (half- day).
  - [Establishing Cultural Competency in Emergency Preparedness and Response](#) (half-day).
  - [Meeting the Ethical Challenges of Hospital-Based Pandemic Influenza Preparedness and Response](#) (half-day).

The second and third hotels are nearly sold out. Few rooms are available at **The Hotel Arizona** and the **InnSuites Tucson City Center** at the prevailing government per diem rate of \$75 per night (plus applicable taxes). Visit [www.phscofevents.org](http://www.phscofevents.org) for details on booking a room. Information on additional hotel options will be posted soon.

I highly recommend junior officers look into participating in JOAG and joining the listserve as it is an organization that is highly involved in the progression of the Corps and often has the latest and most useful information available to officers. To join the JOAG listserve: <https://list.nih.gov/archives/joag.html> and click on “Join or leave the list”.

The Junior Officer Advisory Group (JOAG) is a public health professional group under the Office of the Surgeon General, whose purpose is to provide advice and consultation interests and concerns specific to junior officers in the USPHS Commissioned Corps. JOAG has been and continues to be involved in transformation workgroups and proceedings.

JOAG general membership is highly encouraged to all junior officers (O-4 and below) to aid in continued evolution and promotion of the USPHS Commissioned Corps and is a unique opportunity for junior officers to provide a voice while learning about the Corps happenings via current events and information dissemination.

If you have any specific questions, please feel free to contact me at:

LCDR Jessica Feda, PT, DPT, OCS  
TPAC JOAG Liaison

Rehabilitation Services  
FMC Rochester  
2110 E Center Str  
Rochester, MN 55903  
507-287-0674 ext 5070  
jfeda@bop.gov

To join the JOAG listserv: <https://list.nih.gov/archives/joag.html> and click on "Join or leave the list".

JOAG committees are currently in need of new members. To learn more about JOAG committees and their vision, please go to <http://www.joag.org/committees.html>

**III. HISTORIAN, CDR Jessie Whitehurst-Lief, Chair**

My term as Therapy Category Historian has ended. CDR Alicia Hoard has taken over the position. I will be helping her transition into the position over the next several months and will be continuing on as a committee member after April. Our immediate task is to get the Therapy History Website up and running.

**IV. RETIRED THERAPIST SUBCOMMITTEE, CAPT (ret.) Leo LaBranche and CDR (ret.) Selden Wasson**

Nothing to report

**V. INACTIVE RESERVE CORPS, LCDR Christa Themann, Chair**

Nothing reported

**VI. COMMISSIONED OFFICERS ASSOCIATION, CAPT Suzanne Pickering**

Nothing reported

**VII. FIELD REPRESENTATIVE COORDINATOR  
REPORT/CATEGORY ROSTER SUBCOMMITTEE CHAIR  
LCDR Jodi A. Tanzillo**

**I. Congratulations To:**

- **BOP WEST**

**FMC Carswell**

Congratulations to LT Tracy Gualandi and LT Carlos Estevez who have both received the Hazardous Duty Award.

- **IHS AZ**

**Chinle**

Congratulations to LCDR Jodi Tanzillo, OT for receiving the Achievement Medal in recognition of contributions as the deputy CO Liaison at the Shiprock Service Unit from 07/05 through 01/07.

**Tuba City**

Congratulations to LT Heidi Fisher, PT who was awarded the PHS Achievement Medal.

- **Multi-Agency**

Congratulations to LCDR David Byrne, AUD for being the Josef Hoog Award recipient this year. LCDR Byrne is the first audiologist to receive this prestigious recognition.

- **NIH**

Congratulations to Dr. Holly Cintas, PT who received the APTA Section on Pediatrics 2008 Research Award in Recognition of Outstanding Sustained Research Efforts Pertaining to Pediatric Physical Therapy.

## **II. News From the Field:**

- **BOP EAST**

**FMC Butner**

FMC Butner, NC has all vacancies filled and staffing is 100%!

**FMC Lexington**

FMC Lexington, KY has selected as the new Chief LT Alex Brenner. LT Brenner is currently a Major in the Army, stationed at Ft. Knox, KY, and a graduate of the Army-Baylor program.

- **BOP WEST**

**FMC Carswell**

CAPT Karen Siegel visited the Federal Medical Center Carswell in Fort Worth, Texas on March 5, 2008. This was the first of two visits she plans to have in Bureau of Prisons facilities. We hope to host her as a presenter at a Bureau of Prisons therapists' retreat where she will have the opportunity to tour the Federal Correctional Complex in Butner, North Carolina later this year.

LT Gualandi and LT Estevez attended a recruiting event for BOP/USPHS at Texas Women's University career health fair.

LT Estevez will be attending ACLS certification this week.

LT Gualandi initiated a bariatric weight management program to combat obesity in the prison.

- **IHS AK**

**Norton Sound Health Corp, Nome, AK**

LCDR Joe Kennedy, PT has been selected as the Chief of Physical Therapy at NSHC and is currently seeking to recruit a staff therapist.

NSHC has recently contracted a Speech Language Pathologist from Anchorage to provide periodic swallow studies and training for the nursing home residents.

Recently the CO's at NSHC were invited to take part in a new Family Support Services initiative with the local Army National Guard. Started the last Friday of February and continuing the last Friday of each month, the Guard Armory is hosting a family movie and pizza night. Of note, the local Army Guard unit extended the invitation to join in the festivities to our USPHS CO's as fellow uniformed service members.

The Nome area uniformed service members, including NSHC CO's, have been availed of a Commissary flight service. This consists of an airlift of commissary goods from Anchorage aboard a C-130. Those in the community that are active duty or retired from any uniformed service (commissary eligible) are notified and can purchase case lot items for the same price they are available in Anchorage.

- **IHS AZ**

**Chinle**

The COA Canyon De Chelly branch has joined the ADOT Adopt a Highway Program as a community outreach project. The highway sign will indicate the "USPHS Chinle Commissioned Officer Assoc." is responsible for maintaining the 1<sup>st</sup> mile south into town on Hwy 191. The first cleanup is scheduled for May 8<sup>th</sup>.

**Fort Defiance**

CDR Mike Faz will sit for the CWS exam this month.

**Pinon**

Special recognition goes to LCDR Jeff Lawrence, PT. The PT Department underwent an unannounced quality rounds inspection last month and achieved 100% satisfactory scores in all graded areas with no comments or deficiencies.

LCDR Jeff Lawrence, Chief PT is back to operating as the sole clinician for the time being.

**Tuba City**

LT Heidi Fisher, PT was interviewed for an article in Advance for PT.

LT Heidi Fisher, PT and Melissa Long, PT attended NAIOMPT Cervical -Thoracic Course. Mr. Aaron Jones, PT attended McKenzie Part A.

### **Winslow**

The Winslow Indian health Care Center PT Department recently opened a 3000 square foot off-campus Wellness Center which now houses the Physical Therapy department.

- **IHS NM**

### **Gallup**

LCDR Ramon Ector, PT attended the OZO course in San Antonio, TX, April 2008.

Best wishes are extended to Ashley Watchman, PTA who gave birth to Tatum Watchman, March 18, 2008.

### **Laguna-Acoma**

CDR Mitchell Scott attended the OZO course in San Antonio, TX, April 2008.

### **Shiprock**

LCDR Tom Schroeder, PT received a grant from Johnson & Johnson for Pediatric Obesity. The grant total was for \$150,000.00 for 2 years. Tom and Joe will pick up the grant and attend training on April 27-29, 2008 in Washington, DC.

LCDR Alicia Souvignier, PT attended Associate Recruiter Lead Training for US PHS Therapist Category in Washington, DC on April 9-11, 2008.

- **Multi-Agency**

Best wishes are extended to CDR Laura Grogan, OT and her husband Victor Ruggiero on the birth of their first child, Lacy Mae Ruggiero, born April 1<sup>st</sup>. The proud parents and their daughter are reported to all be doing well.

- **NIH**

Special recognition is given to Ms. Ellen Levy, PT, for completing second Massachusetts General Hospital Institute of Health Professions course – Principles of Evidence Based Medicine.

## **III. Welcome/ Farewell To:**

- **BOP EAST**

### **FMC Butner**

COSTEP Stephan Berry reporting in January/February 2009 after he graduates in December 2008.

- **IHS AZ**

### **Fort Defiance**

Ms. Cindy Kowell, PT and Ms. Debbie Buzzard PT, will arrive in June.

### **Pinon**

Farewell to our Traveling Physical Therapist, Ms. Paula Smakowski, PT, DPT. She just completed a 6 month rotation with our department. This was a huge help with our patient backlog and quality of care. Ms. Smakowski is now on her way up to Sitka, Alaska to assist CAPT Terry Cavanaugh and later with LCDR Joe Kennedy in Nome, AK. We wish her well with safe travels' and many thanks!

- **IHS Multi-site**

### **Idabel Clinic, Choctaw Nation, Idabel, OK**

Jennifer Bebo, PT attended the CSM in February in Nashville, TN

- **IHS NM**

### **Crownpoint**

Welcome to Megan Hird, Staff PT who started 3/17/08.

Welcome to Wendell, HT who started 3/31/08.

### **Gallup**

Welcome to Pam Bell, Speech Language Pathologist who started 3/3/08. She brings to GIMC 18 years of experience.

## **IV. Presentations:**

- **IHS AZ**

### **Pinon**

DM Education presentations for patients continue. Also, continuing to develop lecture series for lunch time CME education classes for the medical staff.

### **Tuba City**

Welcome to CDR Kathleen O'Neill-Manrique, PT, Clinical Specialist, who has joined the staff at Tuba City after transferring from Hopi Health Care Center, Polacca, AZ.

### **Winslow**

CDR Michael LaPlante: EMG Lecture UNM PT Program;  
CDR Michael LaPlante: Preventative Health Care Winslow Wellness Conference.

- **IHS Multi-site**

### **Koweta Indian Health Facility, Coweta, OK**

LT Delana Westman-Berry sponsored a safety health fair for the Koweta Indian Health Facility.

- **IHS NM**

**Laguna-Acoma**

LCDR Mitchell Scott did a presentation for the Medical Staff of ACL entitled "Acute Presentation of Charcot Arthropathy" in February 2008.

- **Multi-Agency**

On March 27, LCDR David Byrne participated as a faculty member in a program entitled: "Acute and Chronic Noise Exposure: Strategies for Preventing, Diagnosing, and Treating Hearing Loss." This seminar was held in Boston, MA at the Harvard School of Public Health, and was designed to address important public health issues related to the epidemiology of noise-induced hearing loss, the evaluation, management, and compensation of noise-induced hearing loss and tinnitus, risk reduction strategies, and hearing loss education and outreach.

- **NIH**

Ms. Minal Jain, PT, organized a science field trip for 72 students from Roberto Clemente Middle School's 7<sup>th</sup> grade class. The experience was well regarded by students and teachers.

**V. Publications:** None

**VI. Deployments:** None

**VII. Current Research:** None

**VIII. Future Agenda Items for TPAC to Consider:** None

**VIII. DISCIPLINE LIASIONS**

*CAPT Frank Weaver – Aud.*

We would like to congratulate LCDR David Byrne for being the Josef Hoog Award recipient this year. He is the first Audiologist to receive this prestigious recognition.

*CAPT Rebecca Parks – OT*

-Nothing reported

*Ms. Beth Soloman – SLP*

-Nothing reported

*CDR Michaele Smith – PT*

**MEMORANDUM FOR NATIONAL CAPITAL AREA REHABILITATION SERVICES ATTENDEES**

FROM: CDR Michaele Smith (PHS)

SUBJECT: Quad Service Meeting Minutes for 27 March 2008, 1430 hours,  
National Naval Medical Center (NNMC)

Attendees **USPHS:** CAPT Karen Siegel (AHRQ), CDR Michaele Smith, **PHS/CG:** CDR Rita Shapiro, **NAVY/ARMY:** CDR Leon Bradway, **AIR FORCE:** MAJ Majkowski

Announcements: The National Capital Area Quad Service Advisors Mailing List will be circulated for revisions; (attached) (CDR Smith)

The meeting was called to order at 1445 hours

**(NAVY) CDR Bradway**

**STAFFING**

- NNMC currently employ two military physical therapists and eight civilians

**BRAC**

- WRAMC and NNMC physical therapy services have integrated
- In patient (NNMC & WRAMC) rehabilitation services are merging
- In June, construction will begin for a new out patient TBI/PTSB center located on the 7<sup>th</sup> floor of the NNMC. Plans for completion are in December 09.
- The basement of NNMC will be remodeled in June for placement of laboratory facilities temporarily transitioning physical therapy into trailers during the renovation.

**(AIR FORCE) MAJ Guy Majkowski**

**STAFFING**

- There are currently 2.25 AD Physical Therapists and 1 AD Occupational Therapist
- Staffing changes to occur this summer.
- Effective, 01 Apr 08, the Physical Therapy clinic moved to Bldg. 1075 across the parking lot from Bldg 1050 (main hospital). They have gained a new large spacious treatment area, but lost some office space.

**EDUCATION**

- Air Force PT/OT symposium (8,9,10 June) to be held in conjunction with the APTA conference in San Antonio
- Cervical/Thoracic course held at WRAMC 21, 22 June taught by Maj Brian Young.

**(PHS/NIH) CAPT Karen Siegel, CDR Michaele Smith**

**STAFFING**



- CAPT Karen Siegel reports that Dr. Joxel Garcia, Former Deputy Director of the Pan American Health Organization and Health Commissioner of Connecticut was confirmed as the Assistant Secretary of Health in the Office of Public Health and Science (USPHS)
- Jerome Danoff, PT PhD begins as Physical Therapy Chief, 25 May 2008. CDR Smith will serve as Deputy Chief.
- Interviews for the Director of Biomechanics is in full swing
- \*CDR Smith is requesting information from all services on appointment boarding of DPT officers (i.e. rank when called to active duty).

#### **PHS/Coast Guard**

- CDR Rita Shapiro reports that all physical therapists (Uniformed and civilian contractors) are now fully credentialed and privileged.
- For peer review, the contractor, MAXIMUS, will be utilizing a physical therapist to review physical therapists records.

#### **\*ACTION Item: (completed)**

- Navy DPT officers enter as (0-3), LT
- Army DPT Officers as (0-2), 1LT (revised 2 years ago)
- Air Force DPT officers as (0-3), Capt.
- PHS DPT officers as (0-2), LTJG (revised 8/07)

**The next meeting is scheduled for June; host is Walter Reed Army Medical Center (WRAMC).**

The meeting was adjourned at 1530 hours

**IM Report respectfully submitted by:**

**Liza Figueroa, PT, DPT  
CAPT, USPHS  
Information Management Committee Chair**

**ATTACHMENT D: STRATEGIC PLANNING and DEVELOPMENT  
COMMITTEE REPORT**

**MEMORANDUM**

To: LCDR Alicia Souvignier, TPAC Secretary  
 CDR Kathleen O'Neill-Manrique, TPAC Chair  
 Date: 4/25/08

From: LCDR Terry Boles, Strategic Planning and Development Chair

**VIII. PHS Therapists Category Vacancies**

**April 2008**

<b>Position</b>	<b>Duty Location</b>	<b>POC</b>
<b>ALASKA</b>		
STAFF PT	ANCHORAGE, AK Alaska Native Med Center	CAPT Doug Munoz 907-729-1261 <a href="mailto:dmunoz@anmc.org">dmunoz@anmc.org</a>
STAFF PT	Nome, AK	LCDR Joe Kennedy 907-443-4513 <a href="mailto:jkennedy@nshcorp.org">jkennedy@nshcorp.org</a>
STAFF PT	BETHEL, AK Yukon Kuskokwim Hospital	David Friday 800-478-8905 EXT 3 <a href="mailto:DAVID_FRIDAY@YKHC.ORG">DAVID_FRIDAY@YKHC.ORG</a>
STAFF PT	KOZEBUE, AK Manilaq Health Center	Pat Sammartino 907-442-3321
<b>ARIZONA</b>		
CHIEF PT	CHINLE, AZ	LCDR Andra Battocchio 928-674-7223 <a href="mailto:andra.battocchio@ihs.gov">andra.battocchio@ihs.gov</a>
2 STAFF PT	CHINLE, AZ	Mike Powers 928-674-7223 <a href="mailto:michael.powers@ihs.gov">michael.powers@ihs.gov</a>
SLP	CHINLE, AZ	LCDR Andra Battocchio 928-674-7223 <a href="mailto:andra.battocchio@ihs.gov">andra.battocchio@ihs.gov</a>
AUDIOLOGIST	CHINLE, AZ	Mindy Smeal 928-674-7270 <a href="mailto:mindy.smeal@ihs.gov">mindy.smeal@ihs.gov</a>

CHIEF PT	HOPI, AZ	Laverne Dallas 928-283-6020 <a href="mailto:Lavern.dallas@ihs.gov">Lavern.dallas@ihs.gov</a>
STAFF PT	PINON, AZ	LCDR Jeff Lawrence 928-725-9631 <a href="mailto:Jeffery.lawrence@ihs.gov">Jeffery.lawrence@ihs.gov</a>
STAFF PT And PTA	TUBA CITY, AZ	LCDR James Cowher 928-283-2659 james.cowher@tchealth.org
STAFF PT	WINSLOW, AZ	CDR Michael LaPlante 928-289-6199 michael.laplante@wihcc.org
STAFF OT Part-Time	WHITERIVER, AZ	Mike Huylebroek 928-338-3610 Mike. <a href="mailto:Huylebroek@ihs.gov">Huylebroek@ihs.gov</a>
CHIEF PT and OT  (Tribal Position- no CC)	SANTA ROSA, AZ Archie Hendricks Skilled Nursing Facility	Ms Carole Dene Garcia (520) 361-1800 <a href="mailto:Cgarcia@toltc.org">Cgarcia@toltc.org</a> or Mr. Lee Olitzky (520) 444-4109 <a href="mailto:Lolitzky@toltc.org">Lolitzky@toltc.org</a>
<b>CALIFORNIA</b>		
CHIEF PT (05)	FCI TERMINAL ISLAND Terminal Island, CA	CDR Jean Bradley (817) 782-4572 <a href="mailto:jeb Bradley@bop.gov">jeb Bradley@bop.gov</a>
<b>INDIANA</b>		
CHIEF PT (05)	FCC TERRA HAUTE	CDR Jean Bradley (817) 782-4572 jeb Bradley@bop.gov
<b>MARYLAND</b>		
CMS Component Officer (PT/OT)	BALTIMORE, MD	Edward Berends (410)-786-6560 Edwards.Berends@cms.hhs.gov
<b>MONTANA</b>		
STAFF PT	CROW AGENCY, MT PHS Indian Hospital	Curtis Brien <a href="mailto:CURTIS.BRIEN@IHS.GOV">CURTIS.BRIEN@IHS.GOV</a>
STAFF PT	LAMEDEER, MT PHS Indian Health Center	Jennifer Allies <a href="mailto:JENNIFER.ALLIES@MAIL.IHS.GOV">JENNIFER.ALLIES@MAIL.IHS.GOV</a>
<b>NEW MEXICO</b>		

CHIEF PT (O5) On hold until FY09	SANTA FE, NM	Dr. Brett Smoker, Clinical Director 505-946-9272 Bret.Smoker@ihs.gov
STAFF PT	SHIPROCK, NM	LCDR Lorrie Murdoch 505-368-7106 lorrie.Murdoch@ihs.gov
STAFF OT	SHIPROCK, NM	LCDR Joe Strunce 505-368-7118 joseph.strunce@ihs.gov
STAFF PT	GALLUP, NM	LT Dawn Dineyahze 505-722-1503 dawn.dineyahze@ihs.gov
<b>OKLAHOMA</b>		
STAFF PT	CLINTON, OK	Terri Schmidt 580-323-2884 Ext 3314 Terri.Schmidt@ihs.gov
STAFF PT	ADA, OK	Jamie Spence 580-272-7272 Jamie.Spence@chicasaw.org
<u>SOUTH DAKOTA</u>		
STAFF PT	Sisseton, SD Sisseton-Wahpeton Oyate Health Care Center	Dr. Sandeep Patel, Clinical Director 605-698-7606 <a href="mailto:sandeep.patel@ihs.gov">sandeep.patel@ihs.gov</a>
<b>WISCONSIN</b>		
STAFF PT	CRANDON, WI Forest County Potawatomi Health and Wellness Center	Chris Skaggs 715-478-4340 <a href="mailto:CHRISS@FCPOTAWATOMI.COM">CHRISS@FCPOTAWATOMI.COM</a>
STAFF PT	ONEDIA, WI Onedia Community Health Center	Katrina Elizondo 920-869-4814
<b>WYOMING</b>		
PT New Service	Wind River Service Unit	Dr. William Calder (307) 332-7300 Ext. 5966 William.Calder@his.gov
<u>MULTI DISCIPLINARY</u>		
PHS Details and Special Assignments		PHS Detail Project Officer, DCCA, OCCO (240) 453-6006 <hr/> <i>* For possible assignments listed below, contact the PHS Detail Project Officer as well as the POC listed for the job announcement.</i>

*For corrections or questions regarding this vacancy list, please contact:*

*LCDR Alicia Souvignier at [alicia.souvignier@ihs.gov](mailto:alicia.souvignier@ihs.gov)*

Related websites:

[www.usajobs.gov](http://www.usajobs.gov)

[www.usphs.gov](http://www.usphs.gov)

[www.fda.gov](http://www.fda.gov)

[www.cdc.gov](http://www.cdc.gov)

[www.cms.hhs.gov](http://www.cms.hhs.gov)

[www.bop.gov](http://www.bop.gov)

[www.hrsa.gov](http://www.hrsa.gov)

[www.ihs.gov](http://www.ihs.gov)

PT- 0633

OT – 0631

SLP – 0665

Aud – 0665

RT - 0651

### **Recruitment Subcommittee**

Chair: LCDR Alicia Souvignier

Members: LT Phil Chorosevic

LCDR Damien Avery

LCDR Lorrie Murdoch

Open Business:

1) Monthly updates of therapists vacancies listed on the TPAC website.

2) If any officer requires recruitment materials, brochures or freebies, please contact LCDR Souvignier

Closed Business:

New Business:

#### **1) Recruitment Taskforce**

LT Chorosevic is leading the charge to coordinate efforts between the category ARs and the CAM to offer mentoring assistance to the list of active applicants to the Therapy Category. It was decided to use the ARs for this purpose since ARs already receive annual training and have a working knowledge of how to find placement within various agencies. The list of applicants will be obtained from LCDR McMillan, who is the Therapist representative on the CAM. The taskforce will track the number of applicants and the number of CADs to monitor the effectiveness of this initiative.

#### **2) Associate Recruiter Lead Meeting, April 10-11 2008, Rockville, MD**

LCDR Souvignier attended as the Therapist Category Associate Recruiter Lead. This was a successful effort by LCDR Pryor, ARP Coordinator, to bring all the Leads together to discuss the AR program and receive specific recruitment training.

The first day of the meeting involved discussion of the application process and included representatives from the Medical Review Board and all of the CAM teams. The budget for recruitment efforts from DCCR is \$120,000 annually. DCCR has created a “branding” for the USPHS, where they want all recruitment materials to look alike.

Currently there is no information sheet which addresses the Therapist category individually, as we are included under “public health professions.” There is currently no plan in the budget to create a Therapist insert for the recruitment folders. CAPT Dandridge also provided an update of the recruitment call center, which received 2600 calls during the first quarter. There is still a future plan to try to provide Associate Recruiters with the contact names from the Call Center.

The second day of the training was taught by a former Navy recruiter, Mr. Rick McCallum, who shared recruitment techniques. His overarching message was that the

USPHS needs to be more “customer” focused in our efforts. He offered a new perspective and his message was very well received.

A condensed version of this training will be offered at the COF Symposium on Friday June 13, 2008. It will be at the Hotel Arizona from 8-12pm. It is open to all Associate Recruiters.

**3) Therapist Category Associate Recruiters:**

LCDR Matt Armentano  
CDR Mercedes Benitez-McCrary  
LCDR Terry Boles  
CDR Fred Lief  
LCDR Laura Grogan  
LCDR Monique Howard  
CDR Jean Bradley  
CDR Jessie Whitehurst-Lief  
CDR John Schultz  
CDR Julia Woodard  
LCDR Karen Kilman  
LCDR Henry McMillan  
LCDR Jeff Richardson  
LCDR Alicia Souvignier  
LCDR Joe Strunce  
LCDR Jodi Tanzillo  
LT Dean Trombley  
CAPT Frank Weaver  
CDR Ron West  
LT Delana Westman

**4) New Associate Recruiter Lead**

CDR Mark Melanson stepped down as Therapist Category Lead after many years of service to our category. We thank him for all his recruitment efforts. The position of co-ARL will be filled by CDR Jean Bradley.

**5) Recruitment Subcommittee Chair Vacancy**

LCDR Alicia Souvignier is stepping down as Recruitment Subcommittee Chair. We thank her for her service as Recruitment Subcommittee Chair and welcome her continued service as a subcommittee member. Please email [terry.boles@ihs.gov](mailto:terry.boles@ihs.gov) with your interest.

**Strategic Growth Subcommittee**

Chair: CDR Scott Gaustad

Members: CAPT Gary Shelton

Open Business:

1) On February 10, 2008, a request for volunteers to serve on a Therapist Category Strategic Growth Challenge Task Force was sent to the Therapist Category via the Category’s list serve. The purpose of this task force is in essence to brainstorm together as a task force and Therapist Category on potential job opportunities and billets outside

the current traditional and non-traditional billets or jobs that commissioned corps officers currently hold. This is a PHS initiative that involves each Category at the grass-roots level. The goal is to facilitate interest and ultimately the growth of Commissioned Corps of the U.S. Public Health Service to 6,600 officers on or before January 2009. A task force strategy to obtain this goal is by brainstorming and engaging national or state agencies, departments and/or programs for traditional or non-traditional billets or jobs for Therapist Category officers.

The Strategic Growth Challenge Task Force completed the data collection on April 1, 2008. Currently, we are putting the finishing touches on the task force document prior to forwarding it to CDR O'Neill-Manrique and CAPT Siegel for review.

The following Category Officers and Strategic Task Force members did a brilliant job in soliciting, collecting and aggregating data for this task assignment. These officers should be acknowledged and recognized for their devotion to this task and to the continued growth of our Category.

LT Dean Trombley, Leader  
CAPT Lois Goode  
CDR Scott Gaustad  
CDR Martha Duganne  
CDR Rita Shapiro  
CDR Sue Newman  
LCDR Jeff Richardson  
LCDR David Engelman  
LCDR James "Jim" Cowher  
LCDR Jodi Tanzillo  
LCDR Terry Boles  
LCDR Jeff Lawrence  
LCDR Henry McMillan  
LT Heidi Fisher

Closed Business:

New Business: There are no other outstanding projects to comment or update about.

### **Retention Subcommittee**

Chair: LCDR James Cowher

Members: CDR Mark Melanson

LT Doug Fiorentino

Open Business:

Closed Business:

New Business:

1) The retention survey has been completed. A total of 46 surveys were completed and returned, representing a 34% category response rate. The TPAC Retention Survey provides valuable insight into factors that may affect retention of therapist officers. However, much of the information on the survey development is intuitive being based on the opinions of several committee officers. Nine domains of factors affecting retention were identified. Survey development considered factors the officers "believe" are important to retention considering past and current aspects of officer life. Questions related to the changes associated with transformation were also included however much

of this is speculative considering that the transformation process has not been completed and is stalled due to funding issues.

Future survey development would benefit from a more formal scientific process to accurately determine domains related to retention and most appropriate questions to explore those domains. The current process has led to a “shotgun” approach with well over 100 questions related to retention. Refinements in survey development by trained professionals would greatly enhance future retention analysis. However, this level of development is beyond the scope of an individual PAC. Additionally, many factors included in the TPAC survey are generic to all categories. These factors point to the need for a coordinated effort from headquarters in future survey development; this will assist Corps leaders in understanding the factors related to retention of officers across all categories. We hope that our efforts have opened the door to this process. See attachments for more in-depth review.

### **COSTEP Subcommittee**

Chair: LCDR William Pearce

Members:

Open Business:

Closed Business:

New Business: Nothing new to report.

### **IHS Scholarship Subcommittee**

Chair: LT Toni Donahoo

Members:

Open Business:

- 1) Currently have three PT students, two OT students and two PTA students on IHS scholarships.
- 2) There is a respiratory therapist graduating the summer of 2008 and is interested in a position in the South Dakota area. She is a scholarship recipient with a two-year payback to Indian Health Service.
- 3) Please contact LT Donahoo with any questions, 580-421-4563, Toni.donahoo@chickasaw.net.

Closed Business:

New Business: Nothing new to report.

### **Appointment Standards Subcommittee**

Chair: LCDR Robert Roe

Members: CDR Rita Shapiro

CDR Mercedes Benitez-McCrary

CAPT Frank Weaver

LCDR Teshara Bouie

LCDR Jeff Richardson

LCDR Jodi Tanzillo



Open Business:

Closed Business:

New Business: While performing our year end review of the therapist category appointment standards an inconsistency within the category appointment standards became apparent. Namely, new graduates with the clinical doctorate in Audiology (Au.D) are awarded the pay grade of

0-3, while new graduates with the clinical doctorate in Physical Therapy (DPT), Occupational Therapy (OTD) are commissioned in the pay grade of 0-2. On the surface it appears graduates with the clinical doctorate in Audiology are awarded more academic credit, 8 years compared to 7, than the other professions for what appears to be equal degrees in their respective fields. The Committee has set out to perform extensive research on the Doctorate of Physical Therapy and the Doctorate of Occupational Therapy programs (to our knowledge Respiratory Therapy and Speech Therapy do not offer an entry level Clinical Doctorate at this time).

RECOMMENDATIONS:

Due to the evidence presented in the final report, and the fact the precedent has been set in our sister services, as well as in other professions within our category, the Appointment Standards Subcommittee concludes that the TPAC should recommend revising the Appointment Board Standards to award the entry level DPT and the entry level OTD with 8 years of academic credit.

RECOMMENDED CHANGES TO THE APPOINTMENT BOARD STANDARDS:

Audiology

Au.D shall receive 8 years TED credit for basic undergraduate and professional education.

Physical Therapy

DPT shall receive 8 years TED credit for basic undergraduate and professional education.

Occupational Therapy

O.T.D. shall receive 8 years TED credit for basic undergraduate and professional education.

## **ATTACHMENT E**

**Readiness Committee, nothing to report.**

## ATTACHMENT F

### 2007 TPAC Retention Survey Results

#### **Survey Data**

A total of 46 surveys were returned giving a response rate of approximately 34%. Surveys were divided into three categories based on agency of the respondent. Categories included: I.H.S., BOP, and Other. The category “other” included responses from the Office of the Surgeon General, FDA, NIH, CDC, USDA, and, HRSA. The total number of surveys per category included: IHS – 26, BOP – 9, and Other – 11.

Two graphical reports are included as attachments. Responses to each question are reported via a horizontal bar graph referenced to a neutral response. One report includes the results of all respondents. The second report includes the results from each of the three categories of respondents. The response for each question includes three bar graphs for comparison.

#### **Quality of Responses and Data:**

The Excel version of the survey opened on the survey tab bypassing the demographics portion. Several respondents did not notice additional tabs for demographics and returned the survey without this data. This problem was usually corrected by contact with the officer, however, there were two surveys where the officers were not able to be contacted.

The total number of responses varied for each question. Occasionally a respondent would omit answering a question. This response error was accounted for during data analysis.

#### **Demographic Items:**

Several demographic and survey items did not produce adequate information; this is due to items not lending well to analysis (poor design), lack of meaningful data, and/or lack of understanding of the question/s. Some of these items could be corrected by adding standard definitions to increase consistency and quality of responses, more powerful statistical techniques to give greater meaning of responses, or omission of selected items from future surveys.

The section regarding “*Educational Degrees Obtained*” provided informative data however it appears to be incomplete in scope. Some respondents listed all degrees while others appeared to only list their terminal degree; this data has been omitted from the report.

Demographic questions related to the “*types of assignments*” would provide more meaningful data if definitions were provided to clarify terminology related to the questions. Responses varied substantially leading to questionable understanding of the intent of questions. Additionally, usefulness of the data would be enhanced with analysis from higher level statistical software. Data from this section has been omitted from this report.

#### **Survey Items:**

“Number of awards received” was not included in the report. This information could provide more meaningful data if analyzed with a more powerful statistical software package. For instance, are more senior officers receiving more awards than junior officers? Is there equity in award numbers from officers in differing agencies? This level of analysis was determined to be beyond the scope of the current survey and statistical capabilities. .

Comments: Numerous written comments were received and are attached to this report for review. Written subjective comments are difficult to quantify, however, do provide valuable insight. The comments section of the Adobe version of the survey did not function properly; this provided fewer responses from those using this format affecting BOP officers the most.

Respondents were asked to indicate which question in each category was the “most important” to them. Responses for this request were very low and did not provide meaningful results.

### **Rank Order of Survey Categories**

This section provides good insight into how respondents rank the nine categories of items included in the survey. Overall ranking of the categories is as follows:

1. *Quality of Life*
2. *Billets & Assignments*
3. *Compensation*
3. *Professional Growth*
4. *Promotions*
5. *Awards*
6. *Assimilation*
7. *OFRD*
8. *DCP Operations*

*Compensation and professional growth tied for the third location.*

## ATTACHMENT G

# Therapist Professional Advisory Committee

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Date: February 22, 2008

To: CDR Kathleen O'Neill-Manrique, Chair, Therapist Professional Advisory Committee

From: LCDR Joseph Golding, Leader, Healthy Lifestyles Task Force

SUBJ: REVITALIZATION OF THE COMMISSIONED CORPS HEALTHY LIFESTYLE PROGRAM

On August 8, 2007, the Healthy Lifestyle Subcommittee was charged by CDR Kathleen O'Neill-Manrique, Chair of the Therapist Professional Advisory Committee and the Therapist Professional Advisory Committee to investigate and possibly energize and update the Commissioned Corps Healthy Lifestyle Program (CCHLP).

The CCHLP began in 1998 under the leadership of CAPT Charlotte Richards, Therapist Chief Professional Officer and ADM David Satcher, 16<sup>th</sup> United States Surgeon General and Assistant Secretary for Health. The original project was completed by the joint effort of the Therapist and the Dietary Categories. The CCHLP was and is a resource to assist officers with attaining and maintaining Readiness, fitness and wellness.

LCDR Joe Golding, Healthy Lifestyles Subcommittee Chair and Task Force Leader solicited for volunteers to serve on the Healthy Lifestyles Task Force. The response was overwhelming and the following Therapist Category Officers were appointed to the task force:

LCDR Joe Golding, Healthy Lifestyles Task Force Leader  
CAPT Susanne Pickering

CDR Jeff Fultz  
CDR Scott Gaustad  
CDR Martha Duganne  
CDR Rita Shapiro  
CDR Fred Lief  
CDR Ron West  
CDR Laura Grogan  
LCDR Brian Elza  
LCDR Jim Cowher  
LCDR Scott Mitchell  
LT Heidi Fisher

The charge of the Healthy Lifestyles Task Force was to:

1. Review the work done by the previous task force.
2. Identify areas of Healthy Lifestyle that would be of benefit to officers in attaining and maintaining wellness, fitness, readiness
3. Identify stakeholders; additional Categories, Op divs whose clinical expertise could facilitate the project and identify if programs are already in place or pending
4. Resources needed to support this endeavor; web page, personnel, programs available- either in local areas or web based- i.e. weight watchers.

The task force members were divided into four groups and each group was charged with researching and commenting on one of the four charges.

Group 1 - Review the work done by the previous task force.

- Lead Officer: CAPT Susanne Pickering
  - CDR Scott Gaustad
  - CDR Ron West
  - LCDR Brian Elza

Group 2 - Identify areas of Healthy Lifestyle that would be of benefit to officers in attaining and maintaining wellness, fitness, readiness.

- Lead Officer: CDR Martha Duganne
  - CDR Ron West
  - CDR Laura Grogan
  - LCDR Brian Elza
  - LCDR Scott Mitchell
  - LT Heidi Fisher

Group 3 - Identify stakeholders; additional Categories, Op Divs whose clinical expertise could facilitate the project and identify if programs are already in place or pending.

- Lead Officer: CDR Scott Gaustad
  - CDR Rita Shapiro
  - CDR Ron West

Group 4 - Resources needed to support this endeavor; web page, personnel, programs available- either in local areas or web based- i.e. weight watchers.

- Lead Officer: CDR Fred Lief
  - LCDR Jim Cowher

**Group 1 - Review the work done by the previous task force:**

- ❖ History of the Healthy Lifestyles Initiative (this is material that was presented to the Acting SG on 7/23/02 that gives a good history of the previous Task Force's work.)
  - AUG '98: SG Satcher launched the *Healthy Lifestyles Initiative* to have the Commissioned Corps "*be an example of what we advocate.*"
  - CAPT Richards asked that the Therapist Category be given responsibility for this effort.
  - Therapist Category researched existing quad-service fitness/wellness programs and recommended USCG's model program.
  - MAR '99: Therapist Category assigned responsibility to develop physical activity program for Commissioned Corps.
  - AUG '99: Therapist PAC established the Healthy Lifestyles Committee w/CAPT Flyzik as Chair.
  - JAN '00: CAPT Flyzik detailed by IHS (2 yrs) to OSG as Healthy Lifestyles Coordinator.
  - CAPT Flyzik tasked with encouraging the development of grassroots programs for officers.
  - Began with Presidential Sports Award Program.
  - Many diverse local programs established across US in spite of no formal resources (personnel or financial) being provided for this purpose.
  - Developed Website for Healthy Lifestyles Program to help gather and to disseminate information.
  - 2000 Healthy Lifestyles survey mailed out to all Commissioned Officers; 30% response rate.
  - CAPT Rebecca Parks elected to Chair TPAC's Healthy Lifestyles Committee.
  - **Goals of the Healthy Lifestyles Program**
  - Every officer within the USPHS to:
    - Understand the concepts of healthy lifestyles.
    - Practice and improve their own lifestyle behaviors, utilizing resources made available through HLP.
    - Embrace the fact that they are role models of healthy lifestyles.
  - **Recommendations by the previous task force**

- Need a full-time, permanent billet in the OSG: *Director for Healthy Lifestyles Program for the Commissioned Corps.*
- Focus of the Healthy Lifestyles Program should be “LEADING BY EXAMPLE.”
- Begin Corps-wide conventional program with more narrow focus: physical fitness & nutrition.
- Gradually expand program to include other areas (stress management, substance abuse, etc.) as Healthy Lifestyles Program becomes established.
- **Responsibilities of the Director of the Healthy Lifestyles Program**
  - Lead multidisciplinary team in planning and implementing future program for the Commissioned Corps. CPOs & PACs must contribute to these efforts to be successful.
  - Facilitate the development and implementation of healthy lifestyle health promotion programs, as well as preventive care efforts nationally for the Commissioned Corps.
  - Develop and assist in provision of ongoing regional educational/motivational programs designed to encourage healthy lifestyle behaviors, and maximize the safety and benefit of employee fitness/wellness activities.
  - Serve as the liaison between officers in the field and those at the highest levels in the USPHS.
  - Continue to support and facilitate established local fitness/wellness programs for officers and serve as the central resource for initiating new programs.
  - Perform ongoing regional assessment of fitness/wellness needs of officers and recommend action plans to meet them, working in collaboration with local, regional and national resources.
  - Establish collaborative relationships with available resources to provide additional program support including; other federal agencies, local, state and national organizations.
- **Challenges to Physical Fitness**
  - Regular physical activity/exercise is not a normative expectation in the way that other aspects of personal hygiene are (brushing teeth, bathing...).
  - Naturally occurring social and material contingencies are not sufficient to shape and maintain regular physical activity and exercise.
  - Education alone regarding potential health benefits is generally ineffective.
  - 50% of individuals who start an exercise program drop out during the first 3 to 6 months.
- **Motivational Intervention**
  - The real challenge is motivating officers to take action to positively change their lifestyles.
  - The *Transtheoretical Model of Behavior Change* is a valid model when applied to physical activity. This model can be utilized in helping officers improve their current lifestyle practices.

- This health behavior model was initially developed in the early '80s as the key part of successful smoking cessation interventions.
- Transtheoretical Model of Health Behavior Change
  - Integrates processes and principles of change from different theories of intervention into:
    - *The Stages of Change* (5 primary)
    - *The Processes of Change* (10 primary)
  - Stages of Change
    - **Precontemplation, Contemplation, Preparation, Action, Maintenance**
- Supporting the Process of Change
  - Surveys (Precontemplation)
    - Health Risk Appraisals
    - Stage-change Readiness Surveys
  - Awareness Materials (Precontemplation & Contemplation)
    - Posters/Calendars
    - Newsletters/articles in Bulletin
    - Presentations on healthy lifestyles topics
  - Education (Preparation)
    - On-line (Website) research tools
    - Self-care publications
    - Individual resources
  - Intervention (Action)
    - Formal action programs
    - Self-directed programs
    - Multimedia programs
  - Support (Maintenance)
    - Newsletter
    - Support network
    - Articles
    - Reinforcing classes
- Healthy Lifestyles Program ASSESSMENT
  - *Surveys* of Officers; Self-reported behaviors, physically active vs. sedentary lifestyle.
  - Physical examination: BMI measures & percent body fat.
  - Physical Fitness testing; assess strength, flexibility and cardiovascular endurance capacity.



- Gather most current information from US Coast Guard & DoD services regarding their programs, strengths and weaknesses.
- Healthy Lifestyles Program POLICY DEVELOPMENT:
  - Must consider establishing fitness standards for entire Commissioned Corps in 3-5 years. Fitness standards are appropriate for a mobile, DoD backup role, disaster response team of *uniformed* health professionals.
  - Advocate for time during workdays to be physically active/exercise.
  - Healthy snacks/beverages available alongside soda/candy dispensers in DHHS facilities.
- Healthy Lifestyles Program ASSURANCE:
  - Director HLP to meet with Agency & USPHS leaders to collaborate on positive action for improving employee health.
  - Provide “training trainers” classes regionally. Include a fitness activity event for community with these programs.
  - Reinforcement of healthy lifestyle practices (ie. daily physical activities/events and healthy snacks during COA meetings, etc.).
  - Healthy Lifestyles Program segment during BOTC.
  - Regular articles in Commissioned Corps Bulletin and other publications.
  - Expand Healthy Lifestyles Program for Commissioned Corps to provide resources more akin to what other services have available.
  - Better integration of preventive health measures within MAB.
  - Senior officers should serve as role models for healthy lifestyles.

**Group 2 - Identify areas of Healthy Lifestyle that would be of benefit to officers in attaining and maintaining wellness, fitness, readiness.**

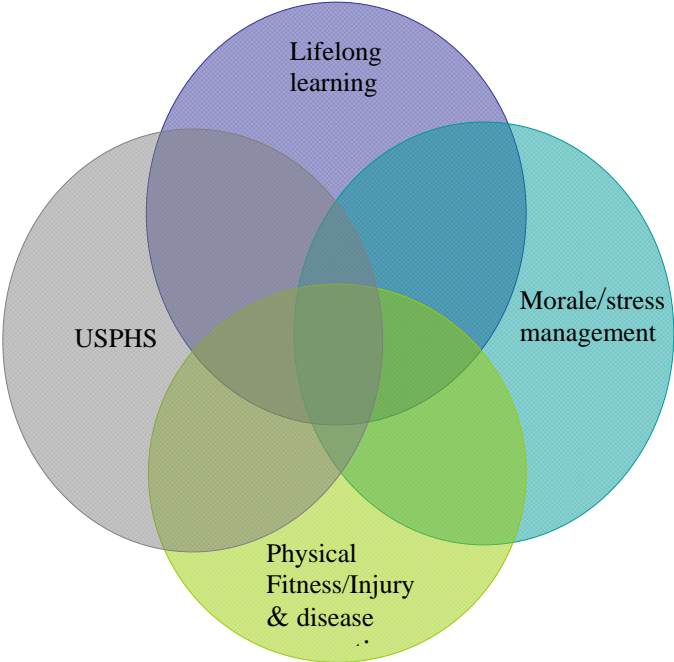
Healthy Lifestyles Web Page should be a tool that offers officers resources for healthy lifestyles.

The following are topics that should be on the website:

➤ **"Wellness for Life"**

- Lifelong learning
  - financial management
  - interpersonal relations
  - ethics/spirituality
  - parenting/family/care giving
  - educational opportunities(reading list, continuing education)
- Morale/Stress management
  - stress at work/home

- cultural diversity
- coping skills
- counseling resources
- entertainment resources
  
- Physical Fitness/Injury & disease prevention
  - diet/or nutrition(related to age,sex)
  - physical fitness(related to age,sex,activity level)
  - position standards(ACSM) etc...
  - Presidential Fitness
  - Challenges(nutritional/physical fitness)
  - Race events(national,regional,local)
  - Topics on diabetes, hypertension,osteoporosis
  
- USPHS
  - OFRD standards
  - deployment issues
  - local contact for "wellness for life"
  - time to complete physical fitness during work days
  - monthly health messages
  - USPHS offered training



**Group 3 - Identify stakeholders; additional Categories, Op Divs whose clinical expertise could facilitate the project and identify if programs are already in place or pending.**

*The following USPHS categories, operating divisions and civilian organizations are considered stakeholders in the revision of the USPHS Healthy Lifestyles web site.*

**Primary Stakeholders:**

- Therapist Category
- Other PHS categories:
  - Dietician,
  - Physician
  - Scientist
- IHS
- CDC, Division of Nutrition, Physical Activity and Obesity, Coordinating Center for Health Promotion (CoCHP)
- NIH
- BoP

**Secondary OpDivs/Departments Stakeholders and references**

- Other USPHS Stakeholders
  - Dental
  - Nursing
  - Environmental Health
  - Health Service
  - Veterinarian
  - Pharmacy
  - Engineers
- DHHS,
  - Healthier US.gov, Office on Disability - Physical Fitness and Health: (I Can Do It, You Can Do It),
  - Healthfinder.gov,
  - Healthy People 2010 and soon 2020
- OSG - Surgeon General's initiatives
- National Institute of Child Health and Human Development (NICHD)
- FDA
- Global Health Initiative (<http://www.thinkglobalhealth.org/> )
- World Health Organization (WHO)
- DoD - clinical and applied research in the areas of Navy, Army, Air Force Health Promotion and Wellness
- U.S. Administration on Aging
- Global Health Council, <http://www.globalhealth.org>
- American College of Sports Medicine
- USPHS officers and their families

**Group 4 - Resources needed to support this endeavor; web page, personnel, programs available- either in local areas or web based- i.e. weight watchers.**

In addition to the resources listed on the current website, include the following:

[www.acsm.org](http://www.acsm.org) (The American College of Sports Medicine is the premier website for info on fitness. Has nice drop bar references, including how to get started with an exercise program. The ACSM and the American Heart Association have teamed up on the latest exercise guidelines for Americans (all on this website)

[www.americanheart.org](http://www.americanheart.org) (The American Heart Association has relevant info on heart issues such as controlling cholesterol, medications, dieting, etc.)

<http://www.cdcfoundation.org/programs/lifestyles/index.aspx> (This is similar to the CDC website already listed as one of the references. It really complements that one. Has info on smoking cessation, diabetes, obesity, etc.)

As the previous Task Force recommended, a full-time, permanent billet in the OSG is needed: *Director for Healthy Lifestyles Program for the Commissioned Corps.*

The Director for Healthy Lifestyles Program for the Commissioned Corps would be able to pull together all of the resources and stakeholders to provide a comprehensive Healthy Lifestyles Program to assist the USPHS Officers to lead our Nation by example.