



Therapist Professional Advisory Committee

<p>CAPT Karen Lohmann Siegel Chief Professional Officer Agency for Healthcare Research and Quality 540 Gaither Road Rockville, MD 20850 301-427-1321 (v) 301-427-1640 (f) Karen.Siegel@ahrq.hhs.gov</p>	<p>CDR Laura M. Grogan Chair, TPAC OPHS 1961 Stout Street, Room 498 Denver, CO 80294 303-844-7849 (v) 303-844-2019 (f) Laura.Grogan@hhs.gov</p>	<p>LCDR Alicia Souvignier Executive Secretary, TPAC Northern Navajo Medical Center PO Box 160 Shiprock, NM 87401 Phone: 505-368-7105 FAX: 505-368-7078 E-mail: alicia.souvignier@ihs.gov</p>
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Committee Members

CAPT Jessie Whitehurst-Lief	BOP	jwlief@bop.gov	859-255-6812x5362
CDR Martha Duganne	IHS	Martha.duganne@ihs.gov	505-782-7532
CDR Laura M. Grogan	OS	laura.grogan@hhs.gov	303-844-7849
CDR Fred Lief	BOP	flief@bop.gov	859-255-6812x5362
CDR Henry McMillan	OS	Henry.mcmillan@hhs.gov	240-453-6035
CDR Kathleen O'Neill- Manrique	IHS	Kathleen.o'neill-manrique@TCHEALTH.org	928-283-2659
CDR Jon Schultz	BOP	J2schultz@bop.gov	507-287-0674x5070
CDR Rita Shapiro	FDA	Rita.Shapiro@fda.hhs.gov	301-796-3771
CDR Ron West	IHS	Ron.west@ihs.gov	602-263-1200
LCDR Damien Avery	BOP	davery@bop.gov	919-575-3900
LCDR David Byrne	CDC	dbyrne@cdc.gov	513-533-8414
LCDR Joe Golding	IHS	Joseph.Golding@ihs.gov	928-669-3343
LCDR Monique Howard	CMS	monique.howard@cms.hhs.gov	410-786-3869
LCDR Jeff Richardson	IHS	jeff.richardson@ihs.gov	928-475-7369
LCDR Alicia Souvignier	IHS	alicia.souvignier@ihs.gov	505-368-7105
LT Christopher Barrett	OPHS	Christopher.barrett@hhs.gov	240-453-8279
LT Heidi Fisher	IHS	Heidi.fisher@TCHEALTH.org	928-283-2659

Field Representatives

LCDR Jodi Tanzillo	IHS	jodi.tanzillo@ihs.gov	(928) 674-7224
Field Rep Coordinator			
LT Kieu-Phuong Vu	NIH	vuk@cc.nih.gov	(301) 451-7567
LCDR Maria Bacilio	CMHS	MLBacilio@yahoo.com	(202) 645-7610
LT Delana Westman-Berry	IHS Multi-site	delana.berry@CREEKHEALTH.ORG	(918) 279-3452
LCDR David Engelman	BOP West	dengelman@bop.gov	(417) 837-1738
LT Doug Henry	BOP East	D2henry@bop.gov	(919) 575-3900
LCDR Joe Kennedy	IHS AK	jkennedy@nshcorp.org	(907) 443-4513
LCDR Dan Smith	IHS NW	dsmith@bmc.portland.ihs.gov	(208) 686-7041
CDR Barb Werito	IHS-NM	barbara.werito@gimc.ihs.gov	(505) 792-1510
LCDR Jim Cowher	IHS AZ	james.cowher@tcimc.ihs.gov	(928) 283-2659
LCDR Doug Fiorentino	Multi-Agency	douglas.fiorentino@fda.hhs.gov	(781) 596-7896

**Therapist Professional Advisory Committee
Meeting Agenda
24 October 2008
1200 EST**

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|------|---|------------------------------|-----------|
| I. | Call to Order | CDR Grogan | 1200 |
| | 1. Review and Adoption of Agenda | | |
| | 2. Previous Meeting Minutes Approved
via email and distributed to Category | | |
| II. | Chief Professional Officer Report | CDR Grogan | 1205-1220 |
| III. | New Business | | |
| | 1. COF Symposium Category Day | LCDR Glenshaw
LCDR Willis | 1220-1230 |
| | 2. PHS Chat | CDR Grogan | 1230-1240 |
| | 3. JOAG Vice Chair Position | LCDR Feda | 1240-1245 |
| | 4. HHS DoD Initiative | CDR Grogan | 1245-1250 |
| IV. | Old Business | | |
| | P&P Revisions: TPAC Election Process | LCDR Richardson | 1250-1300 |
| | Ongoing Work- for future discussion:
Healthy Lifestyles | LCDR Golding | |
| | Retention Survey- future directions | LCDR Cowher | |
| | Strategic Growth Challenge | LCDR Trombley | |
| V. | Reports | | |
| | 1. TPAC Chair | CDR Grogan | 1300-1310 |
| | 2. Committee Reports | | 1310-1325 |
| | a. Administration Committee Chair | LCDR Souvignier | |
| | b. Information Management Chair | LT Fisher | |
| | c. Readiness Committee Chair | LCDR Golding | |
| | d. Strategic Planning and Develop. | CDR McMillan | |
| | e. Professional Development Chair | CAPT Whitehurst-Lief | |
| VI. | Open Forum for Discussion | TPAC Category | 1325 |
| | 1. Hurricane Ike Deployment Feedback from Officers | | |
| VII. | Adjourn | | |

Therapist Professional Advisory Committee Meeting Minutes

Date: 24 October 2008 Time: 12:00- 1400 EDT Location: Teleconference

I. **Call to Order: 12:00 PM EDT**

<u>Members</u>	<u>Title/Proxy</u>	<u>Agency</u>
CAPT Jessie Whitehurst-Lief	F. Lief	BOP
CDR Laura M. Grogan	Chair	OS
CDR Martha Duganne		IHS
CDR David Byrne		CDC
CDR Fred Lief		BOP
CDR Kathleen O'Neill-Manrique		IHS
CDR Jon Schultz		BOP
CDR Rita Shapiro	Gaustad	FDA
CDR Ron West		IHS
LCDR Damien Avery		BOP
LCDR Joe Golding		IHS
LCDR Monique Howard	Souvignier	CMS
CDR Henry McMillan		OS
LCDR Jeff Richardson		IHS
LCDR Alicia Souvignier	Exec Sec	IHS
LT Christopher Barrett		OPHS
LT Heidi Fisher		IHS
 Ex-Officio Member:		
CAPT Karen Siegel/CPO	not present	AHRQ

Guests	Agency
CAPT Liza Figueroa	IHS
CAPT Gary Shelton	IHS
CAPT Michael Smith	NIH
CAPT Frank Weaver	IHS
CDR Andra Battocchio	IHS
CDR Jean Bradley	BOP
CDR Jeff Fultz	IHS
CDR Scott Gaustad	IHS
CDR Alicia Hoard	HRSA
LCDR Michelle Baker	BOP
LCDR Phil Chorosevic	BOP
LCDR Brian Elza	IHS
LCDR David Engelman	BOP
LCDR Jessica Feda	BOP
LCDR Justin Feola	BOP
LCDR Mary Glenshaw	CDC
LCDR Tracy Gualandi	BOP

LCDR Doug Henry	BOP
LCDR Ernestine Higdon	IHS
LCDR Scott Mitchell	IHS
LCDR Jill Tillman	BOP
LT Jennifer Bebo	IHS
LT Stan Bennett	BOP
LT Kristian Burnham	BOP
LT Erik Cala	IHS
LT Gwendolyn Hall	BOP
LT Mike McClain	BOP
LT Tanisha Nobles	BOP

II. Review and Adoption of Meeting Agenda:

Agenda Approved.

III. Review of Previous TPAC Minutes:

August 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

Readiness and Response

- CPO sent message to category on listserv Oct 10 about OFRD 30 Sep readiness check and Acting SG also sent memo out to corps
- OMB requirement was 82.5%. 89.4% of corps was basic ready, and 97.1% of therapist category was basic ready – highest ever for both groups, and the therapist category was #1 again.
- Congratulations from the Corps leadership for this outstanding achievement!!
- Thank you to all officers for their commitment to readiness and thank you to the readiness committee for mentoring officers in meeting this goal.

Outstanding level of readiness allowed the category to be well positioned to respond to the 2008 Hurricanes.

- Over 1050 officers were deployed, or 17% of the corps
- OFRD reports 33 therapists deployed or 23% of the category, so we more than supported the corps effort
- My hope is that the category will capture all the contributions of therapists on recent deployments. Your leadership on the wound care team at the College Station FMS is one area in particular that was identified as perhaps a new and important clinical role for PTs and OTs in the field.
- Also want to thank therapists who provided coverage at their duty stations so our agency missions could continue while our colleagues were deployed. That service is critically important to the overall success of our PHS mission.

Personnel issues

- COERs were due to your raters on Oct 15, and will be due to reviewing officials by Oct 29
- Design changes to the attachments improve the appearance of the content, but in exchange limit its content and distribution of content across the sections.
- Many were not happy with this change, and the feedback was shared with OCCO. However a much more extensive redesign of the COER is in process, and may be implemented as early as next year. Final content is still to be determined.
- A Retention Review Board will be held for the first time this year in follow up to the 2008 Promotion Boards.
- Officers can go before the board for any of 3 reasons:
 - 1) a non-recommend from the promotion board,
 - 2) a non-recommend because of failure to meet basic readiness standards at the promotion related checks, or
 - 3) placement in the lowest decile on the rank order list for 3 years in a row (replaces the old 3 and freeze policy).
- The Retention board may make a variety of recommendations to the ASH regarding the consequences for the officer depending on individual circumstances.
- The best way to minimize your chances of going before this board or having negative consequences result is to be as prepared as possible for promotion.
- Officers eligible for promotion in 2009 should be aware of a new link on the CCMIS website that includes information you need to know to prepare for promotion review. Please begin reviewing that information now. Additional information including the recommended CV format is on the category website.
- Several officers scoring in the lowest quartile on the promotion list have short CVs out of compliance with the recommended CV format. This makes it harder for the promotion board to evaluate your accomplishments and appropriately score the benchmarks. Please help the board recognize and reward your achievements.

SG PAC Combined meeting announcements

- A new training program for supervisors of commissioned officers is being developed. The first phase has been posted on the usphs.gov website. Please visit the site and consider sending the link to your supervisor. Look for the words supervisors-new! in the yellow section on the left hand side.
- OCCFM is forming a WIPT on appointment standards. The changes proposed by the therapist category last spring are among the topics to be reviewed. We don't know yet if the category will have a representative on the WIPT as the nomination period just closed.

- AMSUS meeting will be held in San Antonio in a few weeks. PHS is the host this year. Thank you to those in the category who participated in the planning for the event.

Happy Physical Therapy Month!

V. New Business

1. COF Symposium, Category Day- LCDR Mary Glenshaw, Chair

- Theme of 2009 conference is “Public Health Workforce”
- Category Day arranged in 4 sessions:
 - Integrating Public Health and Therapy
 - Professor from Emory MPH/PT Program
 - Director of CDC Epidemic Intelligence Post-doctoral program
 - Professor of Respiratory Therapy
 - International Health and Therapy
 - Prevention and Wellness
 - Therapy Deployments
 - Panel Discussion
- Utilizing speakers from CDC and other outside speakers from Atlanta
- Requesting an Audiologist or Speech Language Pathologist to speak in one of the 4 sessions above. Please contact LCDR Glenshaw if you are interested at Mglenshaw@cdc.gov.
- Volunteers for BMI booth are also needed. Email LCDR Willis if you are interested at bnw6@cdc.gov.
- CAPT Figueroa is the leading officer for the Vendor support. Liza.Figueroa@ihs.gov.

2. PHS Chat- CDR Laura Grogan

- Focus on awareness of discussions on online forums
- Need to be careful not to use public domains to express potentially negative ideas about the Corps.
 - **Action Item:** LT Fisher, chair of Information Management Committee, will form a workgroup to develop category guidelines for the use of public websites and chat rooms. Please contact LT Fisher if you are interested at: heidi.fisher@tchealth.org.

3. JOAG Vice-Chair position- LCDR Jessica Feda

- I am honored to be serving my second term as a JOAG voting member. This year I am the JOAG Vice Chair. This position is part of the five member JOAG Executive Committee (Chair, Chair-Elect, Vice Chair, Secretary, and Treasurer)
- Vice Chair role is to assume the role of Chair in their absence and act as the official Executive Officer Liaison to Professional Advisory Groups. In addition, I am the junior officer liaison to the COA board of directors and am

the liaison for the therapy category.

- In September, I attended the COA Board of Directors meeting and strategic planning session in Bethesda. One of my first actions as the junior officer liaison was to recruit motivated and qualified junior officers to participate on COA committees
- I will attend COA Board of Directors meetings throughout this coming year. The JOAG Executive Committee, we work together to steer the JOAG organization as a whole, address issues that arise within JOAG, review and approve work performed through the committees prior to ascension to various OCCO organizations, and ensure JOAG continues to promote and assist the Public Health Service and junior officers. In addition, the Office of the Surgeon General frequently requests our input on matters of policy prior to their approval and inception.
- I have been asked to co-lead a task force to expand upon the current officer database and acquire additional information on each of the PHS officer to include certifications, education, etc so this information is readily available within OCCO.
- The Executive Committee will be working to progress our Forward Thinking Initiative looking at the Public Health Service in 30 years and providing position papers and a strategic plan for the Commissioned Corps' future. We began this process at the COF Symposium last year gathering junior officers brainstorming and ideas in specific areas and will likely combine this with another Forward Thinking Session at the upcoming COF Symposium.
- I would like to interlink JOAG and the PACs on a greater level to better communicate on initiatives JOAG is working on and learn what initiatives the PACs are involved in. However, I am still mulling over this process and how to make it the most beneficial and effective. Any input would be greatly appreciated.

4. HHS DoD Initiative- CDR Grogan

- There are currently therapist positions available with the DoD initiative as primarily in regards to TBI clinics. Read more about this initiative at www.surgeongeneral.gov.
- Please contact LCDR Chris Dunbar if you are interested:
 LCDR Chris Dunbar
 Division of Commissioned Corps Recruitment
 1101 Wootton Parkway, Plaza Level 100
 Rockville, MD 20852
 Phone: 240-453-6045
Christopher.dunbar@hhs.gov

VI. Old Business

1. P and P Revisions: LCDR Jeff Richardson

- Discussion on proposed changes to P&P in regards to Chair/ExecSec elections
 - **Action Item:** Proposed changes will be sent out to voting TPAC members and votes will be sent to LCDR Souvignier by 31 OCT.

2. Healthy Lifestyles: LCDR Joe Golding

- According to OFRD, 1,194 officers, or 21.2% of the Corps are not Basic Qualified. 533 officers or 9.5% are missing the fitness component
- Discussion regarding whether or not these officers are missing fitness due to actual lack of ability or due to non-compliance with completing fitness component.
- Agreed to shift focus for the justification for a Health Lifestyles position to focus on the medical waivers issued for overweight officers.
 - **Action Item:** LCDR Golding will contact CDR Palatianos at MAB to inquire about how many officers are lost to the Corps due to weight issues.

3. Retention Survey: CDR McMillan

- LCDR Cowher created numbers comparing PT salaries in the Civilian sector versus the Commissioned Corps. Please see attached Strategic Planning and Development Report.

VII. Reports

A. Chair Report: CDR Grogan

- Please see the Physical Activity guidelines released by HHS and the Office of Disease Prevention and Health Promotion, RADM Penelope Slade Royall, PT, MSW, Director, on October 7, 2008. <http://www.health.gov/paguidelines/>
 - **Action Item:** Create a taskforce to review documents and create a plan for how our category can partner with RADM Royall's office to promote the physical activity guidelines. Please email LCDR Joe Golding at joseph.golding@ihs.gov if you are interested.
- CDR Grogan had the opportunity to meet with the ASH at a recent meeting in Denver. One of the items the ASH is working on is establishing a USPHS Physical Training (PT) uniform. The ASH will sit as a member on the Hall Of Congress Meeting, which includes 4-star officers from the other services. The ASH is also interested in increasing Corps morale and for continuing his

service as a PHS Officer.

- All officers should be receiving a request from LCDR Golding to complete an After Action Report for recent deployments. This will include officers who stayed in the clinic to continue primary mission while others were deployed.

B. Administration Committee (Attachment A)

C. Professional Development Committee (Attachment B)

D. Information Management Committee (Attachment C)

E. Strategic Planning and Development Committee (Attachment D)

F. Readiness Committee (Attachment E)

VIII. Open Forum

- Officers shared experiences from recent deployment missions.
- Meeting adjourned at 1400 Eastern Time

Next TPAC meeting: December 19, 2008 - 1200 EST

Call in number: 1-866-771-8522, pass code 100028.

Respectfully Submitted: LCDR Alicia Souvignier, TPAC Executive Secretary

Concur: CDR Laura M. Grogan, 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

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

Attachment A

MEMORANDUM

TO: CDR Laura M. Grogan, TPAC CHAIR

FROM: LCDR Alicia Souvignier, Administration Committee Chair

DATE: 10/24/08

RE: Administration Committee Report, October 2008

Finance Subcommittee Report, CDR Fred Lief, Chair

Finance subcommittee on hold.

Member Elections Task Force: Nothing to report

Attachment B

Date: Oct 24, 2008

To: CDR Laura Grogan, TPAC Chair
LCDR Alicia Souvignier, TPAC Executive Secretary

From: CAPT 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 Oct 24, TPAC meeting:

Awards Subcommittee:

Chair: CDR James Standish

Members: CAPT Lois Goode, CDR Scott Gaustad

The AMSUS award recipients have been posted on the AMSUS website: <http://www.amsus.org/awards/> then click on 2008 recipients to view the award winners.

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, LT Chrissy Eaker

The Education Subcommittee will meet next on October 28th. We will be discussing issues such as ensuring 508 compliance, ideas for submission to the Advanced Practices Website, new ideas for Critically Appraised Topic Submissions (CATs), and chair transition.

Please remember we need your submissions for the Advanced Practices page found on the TPAC website. Presentations, certification updates, CATs, and publications are all important submissions! Please use the Advanced Practices page to look up evidence based literature and as a means to network and contact each other!

2008 Course Listings:

Courses are complete for 2008. CDR Laura Grogan recently attended the Management of Stress Casualty Course in San Antonio Texas. The COL Kersey Advanced Clinical and Operational Course was postponed this year as the site facility is undergoing extensive remodeling. I apologize for any inconvenience. The following courses will be offered in 2009. Please start thinking about them now and contact me if interested (jfeda@bop.gov or 507-424-7490)

1. US Air Force Neuromusculoskeletal Evaluator Course, San Antonio, Texas
USPHS interested officers: LT Timothy Gordon & LCDR Darlene Harmon
2. Joint Operational Deployment Course (US Army) San Antonio, Texas
USPHS interested officers: LCDR Brian Elza & LCDR Ramon Ector
3. US Army Burn and Trauma Course, San Antonio, Texas
USPHS interested officers: LCDR Henry McMillan & LTJG Heidi Fisher
4. Management of Stress Casualty Course (Occupational Therapists), San Antonio, Texas
USPHS interested officers: CAPT Susanne Pickering
5. COL Kersey Advanced Clinical and Operational Practice Course, San Antonio, Texas
USPHS interested officers: LT Kit Burnham, LT Tracy Gualandi, LCDR Andrea Woolridge, and LT Alice Priest

Mentoring Subcommittee:
Chair: CDR Eric Payne

Over the past quarter I have worked on developing a database that could assist me in scheduling contacts of active mentoring pairs. I also wanted to be able to better track various administrative tasks like sending out letters of appreciation and adding new mentors to the program.

Having completed the database, I made email contacts with all new officers called to active duty within the past three months offering the new officers enrollment in the program. The response from the BOP and CMS officers has been quite favorable but the response from new IHS officers has been less so. All supervisors of officers who are new to that particular agency should highly encouraged these officers to enroll in the program. The TPAC has established this program to assist with professional development, but the new officers can only benefit if they participate.

The following mentor pairs have been established over the past quarter:

Mentor	Mentee	Assignment Date
Avery	Saunders	8/29/2008
Miller	Bennett	9/8/2008
Feda	Priest	8/29/2008
Whitehurst-Lief	Hall	9/8/2008
Feola	Hearn	9/8/2008
Payne	Brenner	9/9/2008
Chorosevic	Eaker	8/29/2008

As a rule the first mentor assigned to a new officer will be from the same agency

to assist in easy the new officers transition. However officers who have participated in as a mentee should be encouraged to sign up for the program again requesting a mentor from another agency to assist with professional development plans and promotion preparation. All officers O5 and below are now eligible to participate as mentees. Additionally an officer can serve concurrently as a mentee and mentor.

Any therapist wishing to sign up for the program should contact me via email at epayne@bop.gov . I will send you the application forms to allow for electronic program enrollment.

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

Nothing to report

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

Nothing new to report

Attachment C

Date: October 24, 2008

To: CDR Laura Grogan, TPAC Chair
 LCDR Alicia Souvignier, TPAC Secretary

From: LT Heidi Fisher, TPAC Information Management Committee Chair

Re: TPAC INFORMATION MANAGEMENT COMMITTEE REPORT
 OCTOBER 2008

I. DISCIPLINE LIASIONS

CAPT Frank Weaver – Audiology
 -Nothing to report.

CAPT Rebecca Parks – Occupational Therapy
 -Nothing to report.

CDR Michael Smith – Physical Therapy
 The next National Capital Area Quad service meeting is scheduled
 Monday Nov 3, 1430 at the National Institutes of Health.

Ms. Beth Solomon – Speech Language Pathology
 -No report.

II. FIELD REPRESENTATIVES REPORT/ CATEGORY ROSTER SUBCOMMITTEE: LCDR Jodi A. Tanzillo, Field Representative Coordinator

A. Congratulations To:

Multi-Agency

Congratulations to CDR Henry McMillan, PT (OCCO) who completed
 a Graduate Certificate in Community Preparedness and Disaster
 Management from UNC-CH in July.

B. News From the Field:

IHS Multi-Site

Koweta IHF, Coweta, OK

LCDR Delana Westman-Berry, PT and the Koweta Indian Health
 Facility PT staff hosted the 2nd Annual PT Olympics in honor of PT
 month with a great turn out this month.

IHS NM

Laguna-Acoma

Received hand evaluation & treatment in-service from a hand surgeon and PT with specialty in hand; in-service was given to medical staff.

Shiprock

On 8/22/08, RADM Galson, Acting US Surgeon General attended the grand opening of the Northern Navajo Medical Center – Mid School Wellness Center.

Multi-Agency

CAPT Karen Siegel, PT (AHRQ) chaired VA Rehabilitation Research and Development Merit Review panel on orthopedics/amputation and served as assigned reviewer on 6 of 19 panel proposals 28-29 Aug 2008.

CAPT Karen Siegel, PT (AHRQ) moderated two sessions, one on topic refinement another on research gaps in systematic review at the evidence based practice center meeting held in conjunction with the AHRQ annual meeting 7-12 Sep 2008.

CDR Laura Grogan, OT (OSOPHS) served during the Democratic National Convention August 26-28, 2008 as a Safety Officer.

CDR Mercedes Benitez-McCrary, SLP (CMS) submitted an abstract and is anticipating presenting the procedures and techniques at COA as a general scientific session.

C. Welcome/ Farewell To:**IHS Multi-Site**

LCDR Richard Brantley, PT will be departing the Choctaw Nation Health Center on Oct. 23, 2008 and transferring to BOP Carswell in Ft. Worth, TX.

IHS NM**Zuni**

CDR Martha Duganne, PT will transfer back to Santa Fe Indian Health Service; her last day in Zuni is 10/31/08 with a start date at SFIHS on 11/3/08.

LCDR Karen Kilman, PT will transfer to BOP-Tucson, AZ with a departure from Zuni 10/31/08.

D. Presentations:**NIH**

CDR Bart Drinkard, PT provided the following:

7/08/08: Presentation to RMD Grand rounds: "High Intensity Interval Training," NIH, Bethesda, MD

8/09/08: Poster presentation for NIH summer student Research Festival: McGary P, Drinkard B, Keyser R, Paul S, Arena R, Chan L, Diprospero N. "Aerobic Capacity in Children with Friedreich's Ataxia."

Dr. Holly Cintas, PT provided the following:

7/31/08: Presentation to Medical Consultation Team, Osteogenesis Imperfecta

Foundation 16th Biennial National Conference, Crystal City, VA.

8/02/08: Presentation "Activities of Daily Living and Physical Therapy Strategies for Infants" with Michelle Hofhine, RN, Osteogenesis Imperfecta Foundation 16th Biennial National Conference, Crystal City VA

Ms. Ellen Levy, PT provided the following:

7/14/08 Guest speaker on the topic of "Recent Research in Breast Cancer Rehabilitation" to the Breast Cancer Support Group, Suburban Hospital.

E. Publications:

NIH

CAPT Michael Smith, PT, and Hanna Hildenbrand, OT:
Smith MR, Hildenbrand H, Smith A.: "Sensory Motor & Functional Skills of Dizygotic Twins: One with Smith Magenis Syndrome and a Twin Control" Physical & Occupational Therapy in Pediatrics. Abstract: Research In Press.

Ms. Ellen Levy, PT:

Tarplin SJ, Levy E, Stout NL, Pfalzer L.: "Volume Changes of the Upper Limb After Breast Cancer Surgery," NIH Summer Research Program Abstract: Poster.

CAPT Rebecca Parks, OT, CAPT Fran Oakley, OT and Dr. Holly Cintas, PT:

Sonies, B, Cintas, H, Parks, R, Miller, J, Caggiano, C, Gottshall, S, Gerber, L.: "Brief Assessment of Motor Function: Content Validity and Reliability of the Oral Motor Scales," American Journal of Physical Medicine and Rehabilitation. (In Press)

CAPT Rebecca Parks, OT:

Solomon B, Pfalzer C, Chan L, Parks R.: "Cancer Rehabilitation and Funding for Cancer Research," O'Dell M, ed., "Principles and Practice of Cancer Rehabilitation." (In Press)

CAPT Rebecca Parks, OT and CAPT Fran Oakley, OT:
 "Occupational Therapists' Role on U.S. Army and U.S. Public Health Service Commissioned Corps Disaster Mental Health Response Teams," (2008) American Journal of Occupational Therapy, 62(3): 361-364.

CAPT Rebecca Parks, OT and Dr. Holly Cintas, PT:
 Parks R, Cintas H, Chou Chaffin M, Gerber L.: "Brief Assessment of Motor Function (BAMF): Content Validity and Reliability of the Fine Motor Scale," (2007) Pediatric Physical Therapy, 19, 315-325.

F. Deployments:

IHS Multi-Site

Hastings IMC, Tahlequah, OK

LCDR Matthew Armentano, PT deployed to College Station, Texas in September 2008 in support of the hurricane relief efforts.

Choctaw Nation HCC, Talihina, OK

LCDR Richard Brantley, PT deployed to FMS Jackson and FMS Baton Rouge in support of Hurricane Gustav.

IHS NM

Gallup

LCDR Ramon Ector, PT was deployed for 2 ½ weeks to Louisiana on 8/31/08 in support of the relief efforts for Hurricane Gustaf.

Shiprock

LCDR Tom Schroeder, PT was deployed to Jackson MS and Baton Rouge, LA from Aug 31 to Sept 12, 2008 in support of the hurricane relief efforts.

IHS NW

Couer d'Alene Tribe PT LLC, Plummer, ID

LCDR Dan Smith, PT deployed to Alexandria, Louisiana in support of relief efforts for hurricane Gustav and Ike 8/31/08-10/16/08.

LT Darren Heer, PT deployed to College Station, Texas in support of relief efforts for hurricane Ike, 09/22/08 to 9/28/08.

Multi-Agency

CAPT Karen Siegel, PT (AHRQ) was on deployment serving in the role of Planning Section Chief, Federal Medical Station, College Station, TX, 19-27 Sep 2008.

CAPT Kevin Young, PT (CMS) was on deployment from October 10 – 27th, 2008 to support relief efforts for Hurricane Ike.

CDR Mercedes Benitez-McCrary, SLP (CMS) was on deployment to FMS at Texas A & M, College Station, Texas as a member of RDF#1 and served as Medical Records Director.

CDR David Byrne, AUD (CDC) was on deployment from August 31 to September 15 in the role of Executive Officer for a Federal Medical Station (FMS) set up at the LSU Agricultural Center in Alexandria, LA.

CDR Henry McMillan, PT (OCCO) was deployed as Operations Chief with RDF- Mississippi during Hurricane Gustav and Ike.

CDR Rita Shapiro, PT (FDA) was on deployment Sept 6-21, 2008 at College Station Texas as part of the RDF-1 Team as a physical therapist assigned to the Ancillary Division.

LCDR Doug Fiorentino, PT (FDA) was on deployment to College Station TX, 9/22-9/27 serving as a discharge planner and Deputy Chief of Ancillary Services.

LCDR Darren Orgel, PT (CMS) was on deployment to College Station, TX 9/6-9/24 in support of the hurricane relief efforts.

NIH

CAPT Michael Smith, PT deployed to College Station, TX from 9/22/08 – 9/26/08 to provide assistance to those affected by the hurricane.

G. Current Research:

NIH

CAPT Rebecca Parks, OT: “A Study of Bevacizumab, a Humanized Monoclonal Antibody Against Vascular Endothelial Growth Factor (VEGF), in Combination with Chemotherapy for Treatment of Osteosarcoma.”

H. Future Agenda Items for TPAC to Consider: None

III. CATEGORY HISTORIAN: CDR Alicia Hoard

No report.

IV. JUNIOR OFFICER ADVISORY GROUP (JOAG) REPRESENTATIVE: LCDR Jessica Feda

The last JOAG meeting was held on Friday, October 10th, 2008. New voting members and executive staff have been selected. Executive staff: Chair – LCDR Maleeka Glover, Chair Elect – LCDR Diem Ngo, Vice Chair – **LCDR Jessica Feda**, Treasurer – LCDR Carlos Bell, Secretary – LT Jessica Schwarz

Next regular JOAG meeting: December 12th, 2008. Call in number 1-605-475-4333 passcode: 12211. 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 on 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, CSCS; JOAG, Vice Chair; Junior Officer COA Liaison; TPAC JOAG Liasion, Rehabilitation Services, FMC Rochester, 2110 E Center Street, Rochester, MN 55903; 507-424-7490; jfeda@bop.gov

V. COMMISSIONED OFFICERS ASSOCIATION BOARD REPRESENTATIVE:
CAPT Suzanne Pickering

No report.

VI. RETIRED THERAPIST REPRESENTATIVES: CAPT (Ret) Leo LaBranche & CDR (Ret) Selden Wasson

- Nothing to report.

VII. INACTIVE RESERVE THERAPIST REPRESENTATIVE: LCDR Christa Themann

No report.

VIII.WEB PAGE SUBCOMMITTEE: CAPT Karen Siegel, Web Master

The website has been updated.

Changes include updating all TPAC members and committee chairs that were

submitted to the webmaster for posting. All committee chairs are asked to review their portions of the web page and submit additional changes or corrections. Other changes made to the site include additions to the advance practice website and a link to the 2009 benchmarks.

The new category websites will be hosted by OCCFM and maintained by the categories. We should get access to the new site in about one month. All files to the site will have to be accessible to assistive technology used by people with disabilities (508 compliance). CDR O'Neill-Manrique is developing guidance for those who contribute to the website to assist them in formatting their files. Once we get access to the new site we will need to convert the existing website and assure existing files are 508 compatible, so delays with some updates likely will continue between now and the end of the year.

Hopefully we will have a new routine for regular and timely updates for the new site in early 2009.

Information Management Committee Report respectfully submitted by:

***Heidi Fisher, PT
LT, USPHS
Information Management Committee Chair
2008-2011 Term***

Attachment D

From: CDR Henry McMillan PT, DPT
Chair, Strategic Planning and Development Committee

To: LCDR Alicia Souvignier
TPAC Executive Secretary

Subject: Strategic Planning and Development Committee
OCTOBER 2008 REPORT

The following is the October 2008 Report for the Strategic Planning and Development Committee. There was no activity reported for the COSTEP Subcommittee (LCDR William Pearce, Chair), I H S Scholarship Subcommittee (LCDR Lori Lee, Chair), or the Appointment Standards Subcommittee (LCDR Robert Roe, Chair). So please let the records indicate.

The following reports are for the Recruitment Subcommittee, the Retention Subcommittee, and the Strategic Growth Subcommittee. Please add these to the minutes for the OCT 2008 TPAC Report.

Also, can we alter the TPAC website to correctly account for the Chairs of the Committee and respective Subcommittees. Thanks.

Please contact me with any questions.

Sincerely,
Henry McMillan

From: LCDR Michelle Baker
Chair, Recruitment Committee

Subj: Recruitment Subcommittee October 2008 Report

On October 7, 2008 a meeting was held to establish goals for the committee. Five officers were in attendance, CDR Jean Bradley, CDR Mercedes Benitez-McCrary, LCDR Phil Chorosevic, LCDR Terry Boles, CDR Ron West.

The following two goals were established:

- Establish a tracking system to monitor unscheduled and informal recruiting ventures

- Develop a formal therapist recruiting packet targeting interns, non-PHS therapists, volunteers, etc.

LCDR Chorosevic and LCDR Baker agreed to develop a tool to track informal recruiting ventures. LCDR Baker will send out e-mails monthly to remind TPAC members to submit recruiting efforts.

CDR Ron West and LCDR Terry Boles will work on creating a more therapy specific recruiting packet geared to therapy students in training and/or non-Corp therapists.

The Recruitment Subcommittee would encourage TPAC members to join the committee.

Current Vacancy List:

US Public Health Service Rehabilitation Vacancies October 2008

Position	Duty Location	POC
Alaska		
Staff PT	Nome, AK	LCDR Joe Kennedy 907-443-4513 jkennedy@nshcorp.org
Audiologist	Nome, AK	Ken Bartline, BSN 877-538-3142 kbarline@nshcorp.org
Staff PT	Kozebue, AK Maniilaq Health Center	Genevieve Ophiem 907-442-7658
Staff PT	Sitka, AK	CAPT Terry Cavanaugh 907-966-8312 terryc@searhc.org
Arizona		
Chief PT	Chinle, AZ	CDR Andra Battocchio 928-674-7223 andra.battocchio@ihs.gov
SLP	Chinle, AZ	CDR Andra Battocchio 928-674-7223 andra.battocchio@ihs.gov
Audiologist	Chinle, AZ	CDR Andra Battocchio 928-674-7223 andra.battocchio@ihs.gov
Audiologist	Ft. Defiance, AZ	LCDR Mike Faz 928-729-8805

		Mike.faz@ihs.gov
Chief PT	Hopi, AZ	Laverne Dallas 928-283-6020 Lavern.dallas@ihs.gov
Deputy Chief PT (05)	Sells, AZ San Xavier, AZ	CDR Andrea Woolridge 520-383-7303 andrea.woolridge@ihs.gov
Staff PT	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. Huylebroek@ihs.gov
Staff PT (Tribal Position)	Santa Rosa, AZ Archie Hendricks Skilled Nursing Facility	Ms Carole Dene Garcia (520) 361-1800 Cgarcia@toltc.org
California		
Chief PT (05)	FCI Terminal Island Terminal Island, CA	CDR Jean Bradley 817-782-4572 jebradley@bop.gov
Montana		
Staff PT	Crow Agency, MT PHS Indian Hospital	Curtis Brien 406-638-3490 Curtis.Brien@IHS.GOV
Staff PT	Lamedeer, MT PHS Indian Health Center	Jennifer Allies 406-477-4400 Jennie.allies@ihs.gov
Staff PT	Browning, MT PHS Indian Hospital	LCDR George Webber 406-338-6127 george.webber@ihs.gov
New Mexico		
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

2 Staff PT	Gallup, NM	LCDR Dawn Dineyahze 505-722-1503 dawn.dineyahze@ihs.gov
Staff PT Staff OT	Zuni, NM	LCDR Ernestine Higdon 505-782-7529 ernestine.higdon@ihs.gov
Oklahoma		
Chief PT	Lawton, OK	Dr. Greg Ketcher, acting CEO 580-354-5100 greg.ketcher@ihs.gov CAPT Becky Sellers Becky.sellers@ihs.gov
Staff PT	Clinton, OK	Terri Schmidt 580-323-2884 Ext 3314 Terri.Schmidt@ihs.gov
2 Staff PT	Ada, OK	Beth Campbell 580-559-0880 beth.campbell@chickasaw.net
South Dakota		
Staff PT	Sisseton, SD Sisseton- Wahpeton Oyate Health Care Center	Dr. Sandeep Patel, Clinical Director 605-698-7606 sandeep.patel@ihs.gov Denise Kestor denise.kester@ihs.gov
Wyoming		
PT New Service	Wind River Service Unit	Michelle Antone or Dr. William Calder (307) 332-7300 Ext. 5966 William.Calder@ihs.gov

*For corrections or questions regarding this vacancy list, please contact:
LCDR Alicia Souvignier at alicia.souvignier@ihs.gov*

Related websites:

www.usajobs.gov

www.fda.gov

www.cms.hhs.gov

www.hrsa.gov

www.usphs.gov

www.cdc.gov

www.bop.gov

www.ihs.gov

PT- 0633

OT – 0631

SLP – 0665

Aud – 0665

RT- 0651

**From: LCDR James Cowher
Chair, Retention Subcommittee**

Subject: Retention Subcommittee October 2008 Report

Post Retention Survey Goals:

Identify strategies to influence retention of therapist category officers.
Attempt to target factors both internally and externally to the category.

The Retention subcommittee continues to gather information about uniformed services and civilian compensation of therapists, including board certified pay, tuition reimbursement, accession bonuses and other special pays to identify opportunities to improve retention.

Based on information from the Pharmacy PAC website at:

<http://www.hhs.gov/pharmacy/pdf/secret1.pdf>, It appears evident that Officers are compensated greater than their peers in the civilian market. This finding is consistent with officer perceptions of basic compensation as indicated in the retention survey. The APTA noted that there appears to be a ceiling effect beginning at 10 years. Salaries for those with 10+ years of experience have not increased over previous years. This fact provides an inherent incentive for Corps officers given the incremental pay increases through their career.

One area of compensation that has not been explored is that of financial retention incentives. Therapists overwhelmingly responded that they believe retention incentives would help to retain officers in the Corps. Many PHS categories and disciplines have various types of retention tools available to retain officers. Some examples of retention tools include the Multi-year Retention Bonus (MRB), Incentive Special Pay (ISP), Retention Special Pay (RSP), Critical Skills Retention Bonus (CSRB), and Career Continuation Pay. Other types of financial compensation include Accession Bonus (AB) and Assignment Incentive Pay (AIP). Currently, Therapist Category officers are not eligible for any of the previously mentioned special pays or bonuses. It is unclear whether retention incentives are utilized in the civilian market. Currently there is no organization that publishes this type of data. Sign-on (Accession) bonuses are typical for new hires and can be observed in most common therapy periodicals. Retention incentives are not visible in the literature and reports are not published by any agency or professional organization. This lack of data makes it unclear if retention incentives are utilized and effective in the civilian market.

The next phase of this project will be obtaining separation data from OCCO and analyzing retention losses. This information will be reviewed for patterns that indicate areas for intervention. The appropriateness of retention incentives will be considered when analyzing this data. Other aspects of the survey will also be addressed as we move forward with this project.

From: CDR Scott Gaustad, Chair, Strategic Growth Subcommittee

Subject: Strategic Growth Subcommittee, October 2008 Report

The Strategic Subcommittee is currently working on a Therapist Category Strategic Plan draft. This process is currently in the research and design stages.

Also, the Strategic Subcommittee is drafting a letter to the TPAC Chair about including Therapist Category professionals on future Department of the Navy international humanitarian missions.

Strategic Subcommittee also gathered information on a possible increase in non-physician board pay. Alicia Welch at the DCP Personnel Support Center was contacted and the current status on an increase in non-physician board pay is in the very early discussion stages. All professional non-physician board pays are being considered and no date has been set for submission for higher approval.

Attachment E

READINESS COMMITTEE REPORT

TPAC Readiness Committee



Joseph Golding, PT, DPT, OCS
 LCDR, USPHS
 Chair, TPAC Readiness Committee/Healthy Lifestyles
 Subcommittee
 12033 Agency Rd, Parker, AZ 85344
 Office: 928-669-3343
 Email: joseph.golding@ihs.gov

October 24, 2008

From: LCDR Joe Golding, Readiness Committee Chair
 To: CDR Laura Grogan, TPAC Chair
 LCDR Alicia Souvignier, TPAC, Executive Secretary

Basic Readiness:

Congratulations to the Therapist Category! Basic readiness on 30 Sep was 97.1%. A new record for our category! Thanks to the joint efforts of CDR David Byrne, LTJG Olin Bakke of OFRD, our Therapist Officers, and myself, only 4 officers did not meet basic readiness standards, 3 were missing just one item.

CDR Byrne and LCDR Joe Golding also contacted the officers who were exempt from the Basic Readiness Check to ensure that they will be Basic Ready when their exemption ends.

Remember to get your flu shots.

The next Readiness Check is December 31, 2008.

I encourage all officers to use the Readiness Checklist on the OFRD website to ensure they will be Qualified for Basic Readiness.

http://ccrf.hhs.gov/ccrf/Readiness/Checklist_070908.pdf

NIMS On-line Module

The University of Minnesota has developed a NIMS online training module that works well as a JIT training tool. The course title is: "The National Incident Management System (NIMS) & the Incident Command System (ICS): A Primer for Volunteers". The module takes about 50-

60 minutes and participants are eligible to receive up to 0.1 CEU or 1.0 contact hour.

You may access the **free** module at <http://www.sph.umn.edu/cpheo/umncphp/>
Click on "On-line Trainings" found on the right upper portion of the page.

Respectfully Submitted,

Joe Golding, PT, DPT, OCS
LCDR, USPHS