

**Therapist Professional Advisory
Committee
Meeting Minutes
25 AUG 00**

**THERAPIST PROFESSIONAL ADVISORY COMMITTEE
MEETING AGENDA
25 AUG 00**

- I. CALL TO ORDER
- II. REVIEW AND ADOPTION OF AGENDA
- III. REVIEW AND ADOPTION OF PREVIOUS TPAC MINUTES
- IV. OPEN FORUM
 - A. Introduction of Guests
 - B. Action Item Review
- V. OLD BUSINESS
 - A. Fitness Issue M Flyzik
 - B. VA Initiative J. Hurley
 - C. Therapist Category T shirts R. West
 - D. CCRF Database J. Hurley
- VI. NEW BUSINESS
 - A. Strategic Growth Committee J. Fultz
 - B. Therapist Category Roster List R. West
 - C. Field Representative revisions R. West
 - D. COA Meeting 2001 (Washington, DC) B. Sellers
 - E. TPAC Charter Review J. Fultz
- VII. REPORTS
 - A. Chief Professional Officer C. Richards
 - B. Chairperson J. Fultz
 - C. Awards Committee G Johnson
 - Awards Work Group I. Williams
 - D. Education Committee G. Mead
 - E. Fitness/Wellness Initiative Committee R. Parks
 - F. Recruitment and Retention Committee D. Aretino
 - Mentoring Task Force M. Smith/S. Pickering
 - Recruitment for Therapist Category M. Melanson
 - Home Page K. Siegel
 - G. COA Therapist Representative R. Parks
 - H. Newsletter D. Brueggemann
 - I. Junior Officer report C. Melanson/M Jordan
 - J. Field Representatives
 - IHS N. Balash
 - Coast Guard B. Garner
 - HRSA G. Shelton
 - NIH M. LaPlante
 - PT D. Weaver
 - OT R. Shumway
 - A. Hoard
 - B. Drinkard
 - F. Oakley

SLP
BOP
Community Mental Health Services
HCFA
Multiagency

B. Solomon
P. Royall
M. Melanson
G. Johnson
M. Jordan

THERAPIST PROFESSIONAL ADVISORY COMMITTEE MEETING MINUTES

Date: 25 AUG 2000

Time: 10:00 – 12:52 EDT

I. CALL TO ORDER

Roll Call:

Phoenix:

CDR Jeff Fultz (Chair)
LT Ron West (Executive Secretary)
CAPT Mark Dardis (Member)
CAPT Leo LaBranche (Member)
LCDR Liza Figueroa (Guest)
LTJG Joe Rasor (Guest)
LT Jeff Richardson (Guest Sells, AZ)

Rockville:

CAPT John Hurley (Member Ex Officio Chair)
CAPT Georgia Johnson (Member Awards)
LCDR Mark Melanson (Field Rep/ Recruitment Coordinator)
CDR Marylouise Ganaway (DCP Liaison/ Placement Officer)
CDR Michaele Smith (Mentoring)
CAPT Mike Flyzik (OSG Fitness Initiative)
LCDR Michelle Jordan (Field Rep)
MS. Beth Solomon (Member)
CAPT Rebecca Parks (Member Fitness/Wellness)

Phone:

CAPT Becky Sellers (COA Meeting)
LCDR Gary Shelton (Field Rep)
CDR Terry Cavanaugh (Guest Sitka, AK)
LCDR Frank Weaver (Member)
CAPT Charlotte Richards (Chief Professional Officer)
CAPT Dave Nestor (Guest Lexington, KY)
LT Fred Lief (Guest Lexington, KY)
CDR Penelope Royall (Field Rep)
LCDR Nancy Balash (Member Historian)
LCDR Richard Shumway (Member)

Proxies:

LCDR Frank Weaver for CAPT David Brueggemann (Newsletter)
CDR Jeff Fultz for CDR Lois Goode (Member)
CDR Jeff Fultz for LCDR Bart Drinkard (Member)
CDR Jeff Fultz for CAPT Ivana Williams (Member)
LT Ron West for CAPT Dominick Arentino (Recruitment)

Absent: LT Grant Mead (Member Education): On official TPAC business for CCRF.

II. REVIEW AND ADOPTION OF AGENDA

Change to original: Add "TPAC Charter Review" under New Business.

Change to original: M. Jordan in place of I. Williams for Multiagency Rep.

Motion to Accept, Seconded, Unanimous in the affirmative.

III. REVIEW AND ADOPTION OF PREVIOUS TPAC MINUTES

Motion to Accept Minutes of 09 JUN 00 COA TPAC Meeting

Seconded, Unanimous in the affirmative.

IV. OPEN FORUM

A. Introduction of Guests:

CDR Marylouise Ganaway, Placement Officer, DCP.

Reorganization is going well. There was uncertainty as to who was going to be assigned to be the Therapist Category's Officer, ultimately CDR Ganaway was assigned. Her focus has been towards building a relationship with all the Agencies. Development of new positions is her main goal. The DCP strategy is to develop a marketing area for recruitment. CDR Ganaway is attempting to get a list of professional schools. She encourages each person in the Therapy Category to focus on the professional schools around their areas and their specific Alma Mater for recruitment efforts. Please contact her at phsnurse@hotmail.com if you have questions or need assistance. She is excited for the efforts toward the VA Initiative and feels that it will be beneficial for the Therapy Category's growth and development. She is attempting to speed up the application process so that there is no delay getting people on board.

B. Action Item Review

1 ACTION ITEM: CDR Fultz will distribute the Discipline Liaison position description to all senior level officers and equivalent grade civil service therapists with selection protocol so individuals may be appointed by the CPO and TPAC Chair prior to the next TPAC Meeting in August.

CDR Jeff Fultz: I have mailed out to all senior officers and equivalent Civil Service personnel a description and self nomination information for the Discipline Liaison positions.

CAPT Charlotte Richards, CPO reports: Selections have not yet been made for Audiology and Physical Therapy. Before the selection can be made, approval has to come from each candidates supervisor. The selection for Occupational Therapy goes to CAPT Rebecca Parks. The selection for Speech and Language Pathology goes to Beth Solomon. Congratulations!

2 ACTION ITEM: CAPT Hurley requested that the current Task Force lead by CDR Siegel, with CAPT McGarvey, LCDR Drinkard and new members CAPT Parks and LT Mead develop an operational definition of what therapist officers are within the USPHS by the next TPAC Meeting.

Therapist category officers are a multidisciplinary group of health care professionals licensed or certified to evaluate and treat people with illness or injury that has caused limitations in physical functioning.

Physical therapists provide services to individuals of all ages who have impairments, functional limitations, disabilities, or changes in physical function and health status resulting from injury, disease, or other causes. These services include examination and evaluation to determine a diagnosis, prognosis, and intervention as related to movement and health. Physical therapists design, implement, and modify therapeutic interventions that prevent or alleviate impairments, functional limitations, and disabilities. Therapeutic interventions typically include instruction to the patient/client and others involved in his or her care, and direct interventions such as therapeutic exercise and functional training in a variety of everyday activities. (Source: APTA Guide To Physical Therapist Practice)

Occupational therapists work with people of all ages who need specialized assistance in learning skills to enable them to lead independent, productive, and satisfying lives. In addition to dealing with an individual's physical well-being, occupational therapists address psychological, social, and environmental factors that may impede independent functioning in all aspects of life. Occupational therapists provide comprehensive evaluations of home and job environments and recommendations on necessary adaptation, customized treatment programs aimed at improving abilities to carry out the activities of daily living, assessments and treatment for performance skills, recommendations and training in the use of adaptive equipment to replace lost function, and guidance to family members and attendants in safe and effective methods of caring for individuals. (Source: AOTA web page, www.aota.org)

Audiologists identify, assess, and manage disorders of the auditory, balance, and other neural systems. Audiologists provide audiological (aural) rehabilitation to children and adults across the entire age span. Audiologists select, fit, and dispense amplification systems such as hearing aids and related devices. Audiologists prevent hearing loss through the provision and fitting of hearing protective devices, consultation on the effects of noise on hearing, and consumer education. (Source: ASHA web page, www.asha.org)

Speech-language pathologists screen, identify, assess, diagnose, refer, and provide treatment and intervention, including consultation and follow-up services, to persons of all ages with, or at risk for, speech, voice, language, communication, swallowing, and related disabilities. They counsel individuals with these disorders, as well as their families, caregivers, and other service providers, related to the disorders and their management. Speech-language pathologists select, prescribe, dispense, and provide services supporting the effective use of augmentative and alternative communication devices and other communication prostheses and assistive devices. (Source: ASHA web page, www.asha.org)

Motion was made to accept this document as written and include it in our TPAC Policies and Procedures as an addendum. Seconded. Unanimous vote in the affirmative.

3 ACTION ITEM: CDR Fultz will forward the approved Memorandum on Appointment Board Standards for the Therapist Category to RADM Davidson's office for consideration. The following is the interaction that has taken place via email:
Dear CAPT Miller,
Thank you for your e-mail regarding Therapist Category Appointment Board Standards. I have attached a copy of the memorandum which was forwarded to RADM Davidson in mid-June, and again this past Monday (via e-mail and snail mail signed letterhead copy).
Sir, is there any way a decision could be made on our PAC's recommendations regarding Appointment Standards by Friday morning? The Therapist Professional Advisory Committee is meeting on Friday morning from 10am-1pm EDT. Thank you for your consideration.

Sincerely, Jeff
CDR Jeffrey Fultz, DC, PT, OCS, CHES
TPAC Chair

Jeff,
I just located the original copy. It has been reviewed by several members of the DCP staff and RADM Davidson. All comments were favorable.
We do have to conduct a more thorough analysis of the impact of making the change retroactive.
After completing our review, the changes will be incorporated into the draft of the revised CCPM Instruction 23.3 that will be circulated to the SGPAC members and CPOs for comments before going to the SG for approval.

Skip

CAPT Robert "Skip" Miller, USPHS
Deputy Director, Division of Commissioned Personnel

4 ACTION ITEM: At the last TPAC meeting CAPT Hurley stated that he hoped to have a chance to speak about his thoughts and experiences at the next TPAC meeting.

CAPT John Hurley, Ex Officio TPAC Chairperson: I would like to thank everyone that has helped out with the TPAC in any way over the past years. I can truly say that I absolutely enjoyed my experience as TPAC Chair and I regret having to leave. I have had help from everyone and in the course of trying to mention who has helped me, I may leave out some. Everyone has supported me in some way. There has been some differing of opinions and I hope that I worked with the issues in a fair way.

I feel like I did my best. I would like to thank Jeff Fultz. You have given me so much help and assistance, not only as Executive Secretary, but also as a consultant in some of the decisions that had to be made. I want to thank our Ex Officio Becky Sellers. There are so many people who, once they finish their membership with TPAC, they don't finish with TPAC. I think that is an outstanding characteristic of our category; when it is over, it is not over, they stay and help. I want to thank Charlotte Richards, our CPO. She has been a great advocate to our category and a confidant to me. She has stepped forward in every regard to promote what we do in the Therapist Category. The nice thing about working closely with Jeff and Charlotte in TPAC is that now I get to continue to work with them at Shiprock. I would like to thank Karen Siegel. She has been one who has been involved with everything and Michelle. If I keep mentioning folks and I leave other folks out, I am sorry. I just want to tell every committee member, task force member, and everyone else who has been involved in the TPAC that I appreciate their support. I think we are a leading category. We are a small category. We have taken giant leaps. We have been in the forefront of many issues and we are not afraid to do so. We have lots of opportunity and I feel that we are a very respected category within all of the categories. Some of the things that we have done that I am particularly proud of are: we have advocated for and have the Fitness Initiative. Not only did we take a major role in that initiative, but we have a major player. That is CAPT Flyzik. I want to thank everyone who stepped forward and didn't let that go. And of course, Charlie McGarvey was one of the initiators of the project. I would like to especially thank him for launching this program. I think that the Discipline Liaisons are going to be a really good thing. I really hope that in my tenure that we brought in all aspects of all disciplines. I would like to see that go even further so that we can establish more members from the disciplines where we have had less representation. We have leaders already here. I have seen great strides in the mentoring and I hope that it will continue as well as sponsorship. You know my commitment to sister service representation and where we would like to go as far as a category. I think we have made great strides in our recruitment. I appreciate Michelle and Mark and everyone who has been involved in our national recruitment. Our COA participation is another area. We have gone from being just participants in the meeting to having a full educational day. Thanks to what Becky Sellers started and our in-servicing, I think we were a major leader in the Surgeon General's mandate to have a full educational day. I believe that officers need to be recognized. I know I haven't recognized half of those who I should recognize. I just wanted to say thank you all for allowing me to be TPAC Chair and I look forward to the next three years as a member.

V. OLD BUSINESS

A. Fitness Issue

CAPT Mike Flyzik: We have been looking for some organizational framework to hang this on. We have support from the top, the Surgeon General and the Secretary. They have put out printed material in support of the Fitness and Wellness Initiative. We have people at the local levels that will work on the programs. What I have been working on is to build an infrastructure into the

system and make it part of the system. So that wellness is built into the system. I have been trying to find some unified field theory to how this can work across the board. Do we want to set up an organization at the operative levels, agency levels, or regional levels? I have not been able to find any one system that will work across the board. So, in the grand tradition of the PHS thriving in chaos, we are just going to move on and start doing it.

I have about 20 names of people who have contacted me and said that they were interested in starting this at a local level. I put together a starter package that is in the process of being mailed out to most of these people. I haven't contacted everyone. It is not an end stage material at all, but this is only the beginning. Some philosophy of the program, some resources that everybody has and some other things are included. There is a person in every region except region VIII. Here is where we are starting.

The next step is looking at people we already have and putting people in charge of areas. For example, we may go to an individual and say, you are in charge of the wellness activities in the IHS, or you are in charge of the wellness activities in the BOP, or you are in charge of St. Elizabeth, or you are in charge of region VI. There is not going to be one uniform organization. It is just going to depend on how it works out. Over a period of time, we are hoping to add to these people. The people who are initially in charge are then going to be in charge of the various people trying to start individual Wellness Programs. Again, for phase II we want people to go and start wellness programs at their local area. We really think work site programs are the way to go.

As the Department of Health and Human Services, we are the organization that will tell other businesses and corporations and entities that we have proven that these things will help their employees. If we are going to tell other people to do it, shouldn't the DHHS job sites have these programs. Right now, it seems to me that there is very much a variety. There are some places that are very active and have excellent programs and others who don't have anything. If you already have an excellent program we want to hold you out as a Center of Excellence and use you as an example of what other people can do. If you don't have anything going at all we want to give you some resources.

So, we are starting with these 20 individuals. The materials just got mailed out. I will be calling them about their specific areas. As time goes on we want to add more to that. What I have been working on here locally, again with the organization, is the support from above. We want to be able to tell the people, the leaders of the agencies, of divisions, and of work sites if they provide the environment, the cultural change that this is important to your work site, then we have the people who have programs for their people to do. That is it. Does anyone have any questions?

Question: So Mike, the Phase I is now completed and we are now initiating the Phase II of the program which is organizing local wellness committees and programs at local levels?

Answer: I would say that is accurate.

Question: Has any information come out about the success of Phase I, the Presidential Sports Fitness Award and what the level of participation was in that program?

Answer: No, I don't have anything on that. That is one of the issues. I think that it is important that we give people the recognition for that, but how do we count them?

CAPT John Hurley: I spoke to Admiral Davidson about this and my request was to include a general congratulations to those who participated in Phase I in the information box on the new Leave and Earnings Sheet. Also, they will be instructed to contact CAPT Flyzik if they completed the program and mailed in for the award. That way every officer can be notified. It was accepted favorably, but he will have to get approval from many channels.

CAPT Mike Flyzik: I would like to include in the minutes the names of the 20 people so that they can be recognized and contacted. We are starting to get "all of are ducks in a row" and it is time to get started.

CAPT Rebecca Parks (Wellness Committee): On the TPAC level, I think we are still tinkering and trying to get ourselves completely organized. Mike and I have talked about how we can coordinate what he is doing with what we can do in the TPAC and our Category. I think all of our discussions have been on what Mike has just reported. We keep coming back to the same conclusion; it needs to be what grows up in the local soil. I think that the only thing is to let the rubber hit the road.

CAPT John Hurley: Mike, I would like to see us have strong involvement from our PAC, and our Category. I would suggest that it is time to move on. The 20 people on this list are all from the Therapist Category. I don't believe that this should be just for the Therapist Category, all Categories should be brought in. It is time to go to work. I believe it is our Category that can be the driving force.

CDR Penny Royall: At the new hospital at Butner, the warden has agreed for me to kick off a Health Lifestyles 2010 in October that will coincide with our Physical Therapy Month. I am working with the Health Promotion Disease Prevention staff here and we are going to present a program on cardiovascular fitness, weight control, and smoking cessation.

CAPT Mike Flyzik: Keep us posted.

CAPT Mark Dardis: Mike, maybe we could mail in our personal fitness information on a yearly or every other year basis when we mail in our renewal of licensure. It could be a check-off form for reporting fitness, weight control, smoking cessation, and other activities. This information could be sent to your office.

LCDR Mark Melanson: I would like us to tie into quad services and be able to do their fitness tests.

CAPT Mike Flyzik: There is a website that you can find information about the fitness requirements in the other services. It is located at www.Comilstd.org/.

B. VA Initiative

CAPT John Hurley: There is both good and bad to report. We have the fifth revision of the Memorandum of Understanding. I have an appointment today at VA headquarters to discuss the latest. We batted out a lot of issues and what it boils down to is difference of benefits. The appearance is that we get more than the VA. As we go into this system they don't want to provide an equivalent. We have worked through leave issues, medical benefits, and we guaranteed that nobody would die while working there. We have our first person that is willing to be hired into the VA, she is Sharon Beamer, audiologist. The VA offered her a position in DC last week. Sharon has dug in and said that she wouldn't accept the position unless she could be a Commissioned Officer. It seems like there was a slamming of a door. They swiftly came up with a regulation that they don't do details except in the time of emergency. This went all the way to the Regional

Counsel and Admiral Davidson has a meeting on Tuesday with Thomas Garthwaite, The Under Secretary of Health and CEO of the VA, which is the highest source of the Veteran's Affairs. I will speak with Admiral Davidson after his meeting.

CDR Marylouise Ganaway: I know that Admiral Davidson is going to fight for us. I think that if this goes through that it will open up the door for many other opportunities such as in the DoD.

LCDR Nancy Balash: I have a question regarding Title 38 entitlements for civil service employees. They are currently trying to get pharmacists in the IHS on this entitlement and what I see is a lot of people driven to the civil service because of Title 38. Has anything been brought up about the issue of the pay discrepancy between VA and Commissioned Corp?

CAPT John Hurley: I haven't heard that part of it as being the issue. I haven't heard the money as being any part of the issue. In fact, the issue that Admiral Davidson says is that it is the entitlements that people get that is the issue. Yes, this means money, but it is all of the entitlements that is the issue. Just salary doesn't seem to be the big issue.

C. Therapist Category T shirts

LT Ron West: LCDR Debbie Simoncek was volunteered to create the TPAC T-shirt logo. She has submitted 3 very rough potential possibilities. I suggest that a task force be created to investigate the design and printing of the T-shirt and to submit two final drafts to be voted on at the next TPAC meeting.

CDR Jeff Fultz: I propose that we organize a task force with the assignment of further develop a design for the TPAC T-shirt, circulate it to the membership prior to the next TPAC meeting, and investigate cost factors involved in making T-shirts. Can we solicit for volunteers to chair the task force?

LT Ron West: Jeff, I would like to volunteer to chair the task force. I have also

asked to help me LTJG Joe Rasor, LT Jeff Richardson, and LCDR Liza Figueroa.

CDR Jeff Fultz: They will then make up the task force. Thank you.

D. CCRF Database

CAPT John Hurley: A request had gone out several months ago from the Emergency Preparedness Section that when there is a disaster or national emergency we need people ready to go at a moments notice. There is already a national database of people at that office. The CPO needs this information. This database highlights people's specialties and qualifications to be used in an emergency. My suggestion is that we start joining the CCRF and that our TPAC CCRF Committee start gathering information about the therapists who have special talents and qualifications so that if our CPO is contacted then we will have our database in order and will be able to make the best recommendation for selection.

VI. NEW BUSINESS

A. Strategic Growth Committee

CDR Jeff Fultz : I propose that the TPAC create a Strategic Growth Committee. We can incorporate the VA Initiative within that committee. The purpose of this committee will be to explore additional opportunities for PHS therapist to provide care for underserved populations. This committee would then provide recommendations to the TPAC for action consideration. I feel strongly that with

the push from the Director of the Division of Commissioned Personnel, Admiral Davidson, to expand the entire PHS cadre that we should try our best to support this effort. Certainly, the VA Initiative is just one way that we can expand our category and serve people who need our help. I would like to open this up for discussion, have a formal vote, and select a chairperson to head this committee.

CAPT Rebecca Parks: It makes sense to me to have something along this line. Certain issues like growth certainly need their own focal point. The time has come to where there is a need for a strategic growth committee. This will fit in very nicely with our mentoring efforts because if we plan on growing we will need to train these people as they come in to the PHS.

CDR Marylouise Ganaway: I would like to be an ad hoc member of this committee so that we can coordinate the work that we are doing.

LCDR Mark Melanson: I would also like to be on the committee so that I can coordinate my efforts in recruitment.

LCDR Nancy Balash: I would also like to be on that committee. I already have a connection with COL. Henderson at Madigon from the therapist staffing shortage that they have there. Also, I work with a lot of 638 and compacted tribes.

CAPT Charlotte Richards: Is there anyone from BOP that would be interested in joining this committee?

CDR Penny Royall: As the BOP Field Representative I will look into this.

CAPT John Hurley: I am interested in being on this committee.

CAPT Rebecca Parks: The only down side that I can see is that it is important that we grow first before we start to advertise that we are interested in serving all of these areas. There are only so many of us. I think that the emphasis should be on the growth part.

CDR Jeff Fultz: Are there anymore comments on this issue? I would like to make a **MOTION** that the TPAC establish a Strategic Growth Committee with CAPT John Hurley as the Chairperson and LCDR Mark Melanson, LTJG Joe Rasor, and LCDR Nancy Balash as members and CDR Mary Louise Ganaway as an ad hoc member representing DCP. Is there anybody else that would like to serve on this committee?

CAPT Georgia Johnson: I would.

CDR Jeff Fultz: Thank you we will add you as a member of this committee. Will anybody Second this motion?

Seconded, Unanimous in the affirmative. So moved.

B. Therapist Category Roster List

LT Ron West: It is proposed that we create an email roster for the Therapist Category. We are aware that not everyone has email, but we need a more efficient way of communication. There are approximately 75 names currently on the list. The major responsibility will fall on the shoulders of the Field Representatives and I suggest that they keep a current email list of those that they represent and email me with changes to be included in their field reports submitted prior to each TPAC Meeting. Type errors have been a problem. Please check your spelling prior to sending me the information. Also, some Field Reps have assumed that everyone's email is their first initial followed by their last name. This is not always true. Please get the email addresses to me with name, rank, work address, work phone number, discipline, and agency.

C. Field Representative Revisions

LT Ron West: We have a vacancy in the IHS Northwest Field Rep position. Ms.

Tina Bauer from Lame Deer, Montana has been appointed to the position.
Congratulations!

D. COA Meeting 2001 (Washington, DC)

CAPT Becky Sellers: This is a subject near and dear to me. As John mentioned earlier, we are responsible for the COA adding an education day. I feel that we need to continue. I gained a lot of insight in coordinating the program last year with CAPT Mark Dardis. We had an excellent day. Possible topics for next year might be billing, coding, and the Fitness Initiative. I feel that we may want to revamp the schedule for the day. We don't want to get away from the education component, but the day becomes very rushed and full. I have discussed with individuals the need to include time for our different meetings.

CDR Jeff Fultz: Thank you Becky for taking on some of the responsibility for organizing the 2001 COA Education Day. Is there anyone from the Washington, DC area where the meeting will be held that would be interested in participating in a Task Force to organize that education day?

CDR Michael Smith: I would like to help with that Task Force.

CDR Jeff Fultz: I volunteer LCDR Bart Drinkard.

CAPT Mike Flyzik: I would like to be a liaison member of that Task Force.

CDR Jeff Fultz: I would like to formally establish a 2001 COA Meeting Education Day Task Force with CAPT Becky Sellers as Chair and CDR Michael Smith, LCDR Bart Drinkard, LCDR Liza Figueroa as members and CAPT Mike Flyzik as a liaison member.

E. TPAC Charter Review

CDR Jeff Fultz: It has come to my attention that there may be some items in our Charter that do not match the example of the Model Charter. It has also been three years since our Charter was last reviewed. I would like to establish a Task Force to review the Therapist Category Charter, compare it to the Model Charter from the OSG, and provide recommendations at the next TPAC Meeting. This is something that needs to happen quickly because it is a long process to getting changes approved by the OSG. Are there any volunteers to participate in this Task Force?

LCDR Frank Weaver: I would like to be on that Task Force.

CAPT Mike Flyzik: I would like to be a liaison member.

CDR Jeff Fultz: I will contact CAPT Dave Nestor and CDR Karen Siegel to see if they will participate. I would like to establish a Charter Review Task Force with the task of reviewing the Therapist PAC Charter and to see if it is in compliance with the OSG Model Charter and bring recommendations for consideration to the next meeting of TPAC on October 27, 2000. I would request that this information be disseminated to the PAC members a week prior to the meeting. CAPT Leo LaBranche has volunteered to Chair this Task Force with LCDR Frank Weaver as member and CAPT Mike Flyzik as liaison member.

VII. REPORTS

A. Chief Professional Officer

CAPT Charlotte Richards: There are some changes with the position of Chief of Staff. Rear Admiral Michael Blackwell has accepted a position in Tennessee as the Dean of a veterinary college. The new Chief of Staff is CAPT Rick Barror. Everyone needs to log onto DCP and sign up with list serve. Also, everyone should check their OPF.

- B. Chairperson
CDR Jeff Fultz: I have participated in the last two CPO PAC Chair meetings. I want to emphasize to everyone that the Fitness and Wellness initiative is high priority at the OSG. There has been some changes at DCP that were discussed. First, the leave/earning statement will change. Second, all officers have been charged with logging onto the DCP web site and adding your contact information to the list-serve.
- C. Awards Committee
CAPT Georgia Johnson: I will be putting out a letter in November or December for nominations for the awards. It has been brought to my attention that most of the nominees are from the research setting and not from the clinical setting. I don't know if there is any way we can do two awards?
CAPT Mark Dardis: The PACs for the social workers and pharmacists have awards for "Social Worker of the Year" or "Pharmacist of the Year". Is there anyway we could have an award for the different clinicians for each discipline like the other PACs?
CDR Jeff Fultz: I would like to suggest the development of an award for "Junior Officer of the Year". I like the idea of "Clinician of the Year".
- D. Education Committee See: **Attachment A**
- E. Fitness/Wellness Initiative Committee
CAPT Rebecca Parks: I have nothing new to add to what has already been said. I would like to take this time to comment on a Quality Interagency Credentialing (QIC) Task Force. We all have credentialing that we go through at our service units, but as we are trying to facilitate work activity with sister services credentialing becomes a problem. The task force has been charged to create a uniform credentialing for all services so that we can help each other in times of need. Currently they are constructing a computer database. When completed DoD, VA, and PHS will have a complete credentialing online form which can be accessed by those applying to work at each of the facilities as well as have reciprocity between them for existing employees. The database should speed up the ability to work between facilities. Betsy Ranslow, MS, OTR Director International and External Programs for the National Board for Certification in Occupational Therapy and Brena Manoly, PhD, OT Associate Executive Director, Professional Development, The American Occupational Therapy Association were chairs for the OT session task force.
- F. Recruitment and Retention Committee
Mentoring Task Force
CDR Michaele Smith: We have contacted the other categories to find out the organization of their mentoring programs. We want to have a direct link with DCP to make sure that we know about all the new people coming on board. We also are trying to refine our current program. Working from our current program, I would like to modify it and put it on the TPAC web site by December of this year. By January we would like individuals to be able to access the applications via the web site. We would like to have a scheduled event at the COA where people can meet and so that we can get feedback. All new officers should be given my name and number.
LT Ron West: Is this only for officers or is it also for civil service personnel?
CDR Michaele Smith: It is only for officers right now, but we should be able to open it up to all members of the Therapist Category.
CDR Marylouise Ganaway: I am the only PHS Officer officially authorized to do

career counseling. I perform monthly group counseling in Washington, DC.
CAPT Charlotte Richards: Is there anyway that a video of your presentation can be made or the information put online?

CDR Marylouise Ganaway: There is no budget for video. I can see us expanding the online information.

Recruitment for Therapist Category

The following was submitted by LCDR Mark Melanson, Recruitment Coordinator

AGENCY	VACANCIES	POSITION & LOCATION
IHS	1	Experienced PT – Sitka, AK
	1	PT – Yakima, WA
	1	PT – Keams Canyon, AZ
BOP	1	OT – Butner, NC
	1	PT – Butner, NC
	1	PT – Devens, MA
NIH	0	
HCFA	Check: www.hcfa.gov	
HRSA	Check: www.hrsa.gov	
CMHS	1	OT Chief – Washington, DC
CDC	Check: www.cdc.gov	
Multi-agencies	Check: DCP web page	

CDR Jeff Fultz: There is a change for the IHS Recruiter. LCDR Frank Weaver will be replacing CDR Lois Goode.

CDR Marylouise Ganaway: For those Civil Service who are converting to Commissioned Corps we do have a fast track to get them Commissioned. Please let me know of the individuals.

Home Page

The following was submitted by CDR Karen Lohmann Siegel:

As of Wednesday, August 16, 2000 the updated category web page became active on the NIH Clinical Center server. The URL is the same as the previous version of the page, and is not easy to remember, so be sure to create a bookmark/favorite in your web browser that points to <http://www.cc.nih.gov/rm/pt/tpac.htm> This new page truly represents a group effort by many members of our category. I would like to thank everyone who has contacted me with suggestions and input on the page. I would especially like to thank the following officers for their contributions to the page: CAPT Charlotte Richards, CAPT John Hurley, CDR Jeff Fultz, LCDR Nancy Balash, LCDR Michelle Jordan, CDR Mike Flyzik, CDR Susanne Pickering, LT Grant Mead, CAPT Georgia Johnson, LCDR Mark Melanson, CDR Lois Michaelis Goode, CAPT Charles McGarvey.

For those of you who visit the new page, you will see that it is organized around standing subcommittees of the TPAC and contains a tremendous amount of information. I need the assistance of everyone in the category to keep the web page contents current and accurate. I plan to use the TPAC minutes as one source of information for the web page. However, I would like all category members and especially the subcommittee chairs to routinely visit the page and e-mail me with updated information. My e-mail address is karen_siegel@nih.gov

I welcome any and all comments on the page, and will try to incorporate as many as your suggestions as possible so that this page can become a valuable communication tool for

our category.

CDR Marylouise Ganaway: At DCP we have discussed the issue of web pages and how we do not have ownership of our sites. We are checking into getting a PHS.com site where every category could have there own page and not have to go through the different agencies.

- F. COA Therapist Representative
CAPT Rebecca Parks: The new board has been elected. One-third of the board is up for election each year. We are looking at ways to make the COA Meeting better.
- G. Newsletter
CDR Jeff Fultz: CAPT David Brueggemann is not available today. He plans on putting out an October issue of the newsletter and is calling for all articles and information to be included. He also would like any photographs taken at the 2000 COA Meeting. Send mail to dbruegge@anmc.org
- E. Junior Officer Report
LCDR Mark Melanson: The Junior Officers Committee has had three meetings. LCDR Michelle Jordan is currently acting as head until election of an executive committee. The draft is out for an official charter. We have had good representation from each of the categories. The main goal is to address and communicate needs of Junior Officers. They are looking for an advisor from the OSG. They meet the third Friday of each month. If any Junior Officer has any needs or concerns please email them to mjordan@hrsa.gov and they will be addressed.
- J. Field Representatives See: **Attachments D - I**

Adjourn:

CDR Jeff Fultz: **Motion to adjourn. Seconded. Unanimous in the affirmative.**

The next TPAC Meeting is 27 OCT 00.

Respectfully Submitted: LT Ron West, TPAC Executive Secretary, 28 SEP 00.

Concur:

CDR Jeff Fultz, TPAC Chair

Concur:

CAPT Charlotte Richards, CPO Therapist Category.

Committee Reports

UNITED STATES PUBLIC HEALTH SERVICE
Health Resources and Services Administration
Bureau of Health Professions
Rm # 8A-09, Parklawn Building
5600 Fishers Lane
Rockville MD 20857

MEMORANDUM

(Please post this in your department)

DATE: 1 October 2000
FROM: Grant N. Mead, LT (0-3), USPHS
Chair, TPAC Education Committee
SUBJECT: Continuing Education Opportunities
TO: Therapist Professional Advisory Committee (TPAC)
Therapist Department Chiefs
Uniformed Services Rehabilitation Departments

Greetings to you all in the new FY 2001. I have been busy contacting all my fellow therapists in the sister services to once again ask for our participation in joint training opportunities. I am pleased to say that we will have some outstanding opportunities coming up in FY 2001.

I would really like to thank all my colleagues in the U. S. Army, U. S. Air Force, U.S. Navy, and the U. S. Public Health Service for providing me with valuable information and time to discuss our joint training needs. I would also like to say that with this ever changing environment in which we live, it is wonderful to see that the quad services are willing to coordinate and welcome these joint training opportunities.

I would also like to add that I have been tasked to help coordinate the TPAC's mission to identify Therapist deployment criteria in our Commissioned Corps Readiness Force (CCRF) and the Disaster Medical Assistance Team (PHS-1 DMAT). This will allow the Therapist Category to participate on missions that may not have been available to those wishing to deploy in the past. I would also like to encourage many of our Therapist Officers to take advantage of the various courses offered by the U. S. Army (i.e. Combat Stress Course, C4 Course, etc.) to assist them in preparation for deployment with either the CCRF or PHS-1 DMAT. These are fantastic training opportunities, and I highly recommend your participation.

On these next few pages, I have listed all of the continuing education courses that I am aware of at this time. Most of the courses listed are reduced or no cost to PHS and other uniformed service therapists. Please note the dates for the upcoming conferences and

professional meetings. Course listings that do not have number of available seats for PHS/uniformed service therapists are considered full.

UPCOMING COURSES/CONFERENCES/MEETINGS FOR THERAPISTS

Dates	Course Title/Instructors/Cost	Site/Contact
Nov. 11-12, 00	AOTA SIS Symposium	Atlanta, GA
Nov. 16-19, 00	ASHA National Conference	Washington, DC
Nov. 28-29, 00	The Second National Symposium on Medical and Public Health Response to Bio-terrorism	Washington, DC Contact: 800-431-5638 847-384-7654
TBA	USAF Temporomandibular Disorder Course for Therapists. Two seats for PHS Therapists.	Keesler, AFB Biloxi, MS Contact: LT Mead
Apr. 16-20, 01	Advanced Physical Therapy Course of Evaluation and Treatment of the Spine. Presented by the Army. **Prerequisite: U.S. Army NMSE or USAF NMS courses.	Fort Sam Houston San Antonio, TX Contact: LT Mead
May 7-8, 00	A Combat Stress Course OT and PT only. Field Training Course – BDUs required. Four seats for PHS Therapists.	Fort Sam Houston San Antonio, TX Contact: LT Mead
JUN 20-23, 00	APTA Scientific Meeting	Anaheim, CA

If you have any new information or corrections to the above dates, please submit them to me by either FAX, Mail, Phone, or E-Mail. Thank you.

**Grant N. Mead, LT (0-3), USPHS
Health Resources & Services Administration
Rm # 8A-09, Parklawn Bldg.
5600 Fishers Lane
Rockville MD 20857**

**Ph#(301) 443-4519
FAX# (301) 443-4943
E-Mail:
GMead@HRSA.GOV**

Fitness/Wellness Initiative Contacts

NAME	LOCATION	AGENCY	REGION	
Richard Shumway	Cape May, NJ	C G	2	
Louis Iannuzzi	Stanton Island, NY	HRSA	2	
Mark Melanson	Washington, DC	St. E	3	
Steve Spaulding	Washington, DC	St. E	3	
Lourey Rhodes	Washington, DC	NIH	3	
Jessie Whitehurst	Lexington, KY	BOP	4	
Fred Lief	Lexington, KY	BOP	4	
Susanne Pickering	Atlanta, GA	CDC	4	
Eric Payne	Rochester, MN	BOP	5	
Jean Marzen	Ft. Worth, TX (Carswell)	BOP	6	
John Dewey	Ft. Worth, TX	BOP	6	
Jeff Fultz	Shiprock, NM	IHS	6	
Scott Gausted	Springfield, MO	BOP	7	
Lisa Figueroa	Phoenix, AZ	IHS	9	
Robert Roe	Ft. Defiance, AZ	IHS	9	
Lois Goode	White River, AZ	IHS	9	
Terry Cavanaugh	Sitka, AK	IHS	10	
Maureen McArthur	Oklahoma City	BOP	6	
John Figarola	Baton Rouge	HRSA	6	
Gilbert Rose	Washington DC	INS	3	
Robert Davidson	New York, NY	RO	2	
Annie Fair	Atlanta, GA	RO	4	

Submitted by: CAPT Mike Flyzik.

US PUBLIC HEALTH SERVICE
THERAPIST MENTORING PROGRAM
GUIDANCE
OUTLINE

- A. Category Specific Mentoring Investigation
- B. Identify DCP Liaison*
- C. Refinement of current Program
- D. Web site implementation 12/00
- E. Mentor/Mentee Access of Web site 1/01
- F. Annual evaluation of program 5/01
- G. COA Report 6/01
- H. Scheduled Event at COA meeting

*Will need the following information for all persons involved with program:

Name
Facility address
Phone number
Fax number and
Email address**

**Pertinent

Any further questions contact CDR Michaele R. Smith; michaele_smith@nih.gov;
301-402-3014.

Field Reports

To: CDR Jeff Fultz
From: LT Dan Weaver
Subject: TPAC Field Report
Alaska Native Medical Center
4315 Diplomacy Drive
Anchorage, Alaska 99508
Date: August 17, 2000

I. Congratulations:

To LT Jenevieve Neros for successfully completing the prerequisites and testing for Wound Care Specialist certification.

To LCDR Dan Weaver for his recent promotion effective July 1, 2000.

II. Positions Open: None

III. News from the field:

Welcome to Amy Lee MSPT. Amy became a member of our professional staff at the Alaska Native Medical Center PT Dept. in July 2000.

CDR Pat McAdoo retired this past June 2000 after 30 years service as a Physical Therapist. She plans to continue to be very active both locally and nationally for the American Physical Therapy Association along with savoring her retirement.

IV. Presentations: None

V. Publications: None

VI. Current Research: None

VII. Future Agenda Items: None at this time

To: CDR Jeff Fultz
From: CDR Alicia Hoard
Subject: TPAC Quarterly Field Report
HRSA
Date: August 25, 2000

CONGRATULATIONS: none

POSITIONS OPEN/ ANTICIPATED: none

NEWS FROM THE FIELD:

The OT Department hosted and provided training in Hansen's Disease to Patricia Bowyer-Johnson and Kay Broeden, professors from Milligan College, TN August 7-10 as part of their preparation to lead a team of OT students to Ethiopia.

CDR Alicia Hoard is being sponsored by American Leprosy Mission to travel to West Africa to train health care workers in the prevention of disability and treatment techniques in Hansen's Disease from August 12- September 17, 2000 at Mbingo Baptist Hospital, Bamenda, Cameroon.

CDR Shelley Patterson had a major role in developing the agenda and publicizing the COA event held August 14 at the United Nations Plaza in San Francisco. Commissioned officers from the Petaluma Coast Guard Station, Oakland Navy Base, Health Care Financing Administration, and HRSA were participants in this event.

WELCOME/ FAREWELL: none

PRESENTATIONS:

CDR Alicia Hoard presented "The Role of Occupational Therapy in Hansen's Disease" to the William Carey College for Nurses at Summit Hospital, Baton Rouge, LA on June 22, 2000

LCDR Denise Brasseaux presented a lecture and lab in "The Total Contact Cast-Application in Wound Healing" to the Army Baylor Physical Therapy students in San Antonio, TX, June 16, 2000

PUBLICATIONS: none

TPAC QUARTERLY FIELD REPORT- HRSA (CONT.)

CURRENT RESEARCH:

Lou Ianuzzi initiated a preliminary investigation determining rate of wound healing with integration of magnets into the total contact cast. The research will determine if the magnets in the cast will accelerate the healing time of a diabetic foot ulcer.

FUTURE AGENDA ITEMS TO CONSIDER: none

To: LT Ron West
From: LCDR Gary Shelton
Subject: TPAC Quarterly Field Report
NAIHS New Mexico
Date: August 15, 2000

I. CONGRADULATIONS: UNKNOWN

II. POSITIONS OPEN/ANTICIPATED: NONE

III. NEWS FROM THE FIELD:

- Zuni PHS Hospital is in the final stages of approving plans for a new physical therapy department.

IV. WELCOME/FAREWELL

- Welcome to Gallup: CDR Martha Duganne PT and LT Barbara Cayatineto PT.

V. PRESENTATIONS: NONE

VI. PUBLICATIONS: NONE

VII. CURRENT RESEARCH: NONE

VIII. FUTURE AGENDA ITEMS TO CONSIDER: NONE

**National Institutes of Health
Occupational Therapy Report**

Date: August 25, 2000
From: CDR. Frances Oakley
Subject: NIH Occupational Therapy Report
To: CDR. Jeff Fultz, Chair, Therapist Professional Advisory Committee

Congratulations: N/A

Positions Open/ Anticipated Openings: N/A

News From the Field

- CAPT. Rebecca Parks and Susan Robertson supervised two occupational therapy research interns from June through mid-August.

Welcome/Farewell to: N/A

Presentations

- Parks R. Teaching Bioethics During the Student Research Internship. Annual meeting of the USPHS Commissioned Officers Association, Scottsdale, AZ.
- Oakley F. The Functional Implications of Alzheimer's Disease. Annual meeting of the USPHS Commissioned Officers Association, Scottsdale, AZ.
- Rubin B, Oakley F & Parks R. Assessing Activities of Daily Living in People with Retinitis Pigmentosa. National Eye Institute Grand Rounds, Bethesda, MD.
- Moore DF & Robertson SC. Rehabilitation Medicine Toolbox: Strategies for Selecting Functional Outcome Measures in Institute Research. National Institutes of Health Poster Day 2000, Warren Grant Magnuson Clinical Center, Bethesda, MD.
- Parsons K & Parks R. Clinical Bioethics: A Curriculum for Teaching Ethics During the Occupational Therapy Student Research Internship. National Institutes of Health Poster Day 2000, Warren Grant Magnuson Clinical Center, Bethesda, MD.

Publications: N/A

Current Research Includes:

- CDR. Frances Oakley and CAPT. Rebecca Parks have been invited by researchers from the National Eye Institute to collaborate with them on a protocol to evaluate ADL functioning of people with tunnel vision.

Future Agenda Items for TPAC to Consider: None at this time.

DATE: August 25, 2000
TO: CDR Jeff Fultz, Chairperson, Therapist Professional Advisory Committee
SUBJECT: NIH TPAC Agency Activity Report
FROM: LCDR Bart Drinkard, NIH Field Representative

I.) Positions open:
None

II.) Congratulations To:

Micheal Harris-Love upon receiving the special act civil service award

Sandra Adams who received the “20 year government service recognition”

Earllaine Croarkin who was certified as a Neurological Clinical Specialist by the APTA

LCDR Bart Drinkard who received the “ Best Research Presentation Award” from the Virginia Physical Therapy Association for his presentation: Oxygen Uptake-Work rate Relationship in Children with Inflammatory Myopathy, at the annual VPTA conference.

III.) Presentations:

The following presentations were given at the Annual Physical Therapy Conference in Indianapolis, IN, June 2000:

Elizabeth Augustine, moderated a round table discussion on “Lymphedema Management”

Earllaine Croarkin presented “Wolf Motor Function Test: An analysis of Components” and moderated a round table discussion “ Management of Hypertonicity”

LCDR Bart Drinkard presented “Evaluation of Endurance in Children by analysis of Heart Rate Kinetics”

CDR Karen Siegel presented “Strategies Available for Control of Knee Extension During Walking” at the Annual COA meeting, June, 2000

IV.) Publications:

Elizabeth Augustine, Oncology Section of The APTA Position Statement – Physical Therapy: Management of Lymphedema in Patients with a History of Cancer, Rehabilitation Oncology, 18 (1):9-12, 2000.

Youdas JW, Atwood AL Harris-Love MO, et al. Measurements of Temporal Aspects of Gait obtained with a Multimemory Stopwatch in persons with Gait Impairments. JOSPT. 2000;30(5):279-286.

To: Chairperson, Therapist Professional Advisory Committee
From: LCDR Mark Melanson
Date: 14 Aug 2000
Subject: TPAC Quarterly Agency Activity Report
DC Commission on Mental Health Services

I. Positions Open: Contact Person: Telephone #
Chief OT CPT Jeanette Wick 202-645-9900

II. News From The Field:

LCDR Mark Melanson's Stamps for a Living (Patient Operated) business was featured in the Linn's Stamp News – The World's Largest Stamp Publication.

LtJG Stephen Spaulding and LCDR Mark Melanson provide training on patient business development to Ulrich Henkel, the Public Relations Director of Bethel, Germany.

III. Congratulations To:

LCDR Cindy Melanson was awarded the PHS Unit Citation for her work on addressing HCFA standards.

LCDR Cindy Melanson was also awarded the PHS Commendation Medal for developing an assessment that aids in determining the appropriateness of Supplemental Social Security funds for clients.

LCDR Mark Melanson was awarded the PHS Commendation Medal for successfully integrating entrepreneurial opportunities for CMHS clients.

IV. Welcome and Farewell: N/A

V. Presentations:

LtJGs Spaulding, and Ayana Hill and LCDR Mark Melanson presented a Psychosocial Outlook to Springfield Hospital OT interns and staff.