

THERAPIST PROFESSIONAL ADVISORY COMMITTEE



Place: Physical Therapy Conference Room, US Naval Hospital, Bethesda, Maryland

Date: December 8, 1988

Time: 10:00 a.m. - 4:15 p.m.

Present: CAPT R. Nelson (PT, Chair); CAPT W. Fromherz (PT/CPO, DCP); CDR B. Ferguson (PT); CAPT R. Mansell (PT); LT M. Rogers-Smith (PT); CAPT D. Sweet (PT); LCDR F. Oakley (OT, Secretary) and invited guest CAPT J. Mitchell (Chief, PHS Recruitment Program)

- I. The meeting was called to order by the chairman at 10:00 a.m.
- II. The agenda was presented and accepted.
- III. The minutes of the September 15, 1988 TPAC were accepted as published.
- IV. Open Forum:
  - A. TPAC welcomed CAPT J. Mitchell, Chief, PHS Recruitment Program, who was invited by TPAC to discuss PHS Recruitment Program goals.
  - B. Recruitment and career development were the primary agenda items of this TPAC meeting.
  - C. TPAC reviewed and agreed upon the final language for: the therapist fact sheets, the map of PHS duty stations and the recruitment letter. All of the aforementioned items will be included in a brochure targeted to entry level therapists. CAPT Mitchell felt the printing of the documents specific to therapists could be supported by his program. TPAC decided to draft an additional fact sheet outlining those career development opportunities traditionally not occupied by therapists.

ACTION ITEM: R. Mansell agreed to draft a fact sheet outlining those career development opportunities traditionally not occupied by therapists. This fact sheet will be presented and discussed at the March 2, 1989 TPAC meeting.
  - D. CAPT J. Mitchell presented an overview of the PHS recruitment program to TPAC. CAPT Mitchell explained that although the top priority recruitment categories are for physicians, nurses, and pharmacists, the recruitment program would like to provide what support it can to aid in recruiting therapists.

- E. CAPT Mitchell provided an update on the PHS recruitment effort. The recruitment program has:
01. Developed a generic recruitment brochure. TPAC had the opportunity to review the brochure and felt it was generic enough in nature that it could be tailored for use in the therapist recruitment effort. The six page color brochure has a folder in its back cover which could contain fact sheets specific to the therapist category.
  02. Advertised in professional journals and newspapers, organized direct mailings, and sponsored exhibits/booths at professional meetings. Although the recruitment emphasis is for physicians, nurses, and pharmacists the increased visibility will most likely benefit other professional categories.
  03. Instituted a toll-free (800) number for those physicians, nurses, and pharmacists interested in the PHS. When candidates call the 800 number, they are screened to determine their suitability for possible PHS commission. If deemed suitable, potential candidates are immediately sent a PHS application packet. If candidates are inappropriate for PHS by virtue of statutory regulation they may still be recruited for the Civil Service or private practice assignment. TPAC suggested developing a therapist screening tool for use by the 800 number contractors.

ACTION ITEM: B. Ferguson agreed to bring copies of the current telephone screening tool for review at the next TPAC meeting.

04. Identified lead recruiters in various geographic locations throughout the United States. The lead recruiters will provide follow-up contact to those potential candidates who received a PHS application packet.
05. Developed a computerized data system that will track the newly recruited officer from initial contact through PHS assignment.

V. Reports:

A. Chair - R. Nelson

01. The TPAC received a congratulatory memo from Dr. Koop (Attachment A).
02. R. Nelson and W. Fromherz continue to attend the monthly CPO/PAC chair meetings.
03. Self nomination to the TPAC. The nomination form (Attachment B) should be used by any therapist (Corps or Civil Service) who would like to be considered for nomination to TPAC in the 1989 calendar year.

ACTION ITEM: If you are interested in a possible TPAC appointment, please fill out Attachment B and mail to Roger Nelson.

04. R. Nelson and W. Fromherz have been working with the recruitment brochure to develop material suitable for the therapist category.
  05. R. Nelson and W. Fromherz have been working together to develop a model for career development tracts.
  06. Congratulations to Thomas J. Stolusky for receiving his Achievement medal (Attachment C).
  07. COSTEP Annual Report (Attachment D). TPAC encourages all departments to seek a COSTEP for this year.
  08. New TPAC Roster (Attachment E)
- B/C CPO/DCP Representative - W. Fromherz
01. There are currently ten vacancies for therapists in the Vacancy Announcement Tracking System (VATS). The listed vacancies are the same as published in the September 15, 1988 TPAC minutes.

NOTE: Additional vacancies/new positions are anticipated in the near future.

02. Congratulations to the following officers who were promoted January 1, 1989.
  - To 06 - Arthur Plumstead
  - To 05 - Wayne Smith
03. Although the total number of therapists in the category remains essentially unchanged, the number of vacancies is increasing due to the recognition of increased need for therapy services and development of new programs. The Therapist Category does not have the number of applicants required to fill the current vacancies.
04. Recruitment is essential! Work in this area by Michael Pizzi and the Recruitment Committee is greatly appreciated. I encourage all therapists to participate in this crucial recruitment effort and to respond to requests from the Therapist Category Recruitment Committee as well as the PHS Recruitment Branch. You will be receiving further correspondence both in the mail and in the Commissioned Corps Bulletin.
05. Division of Commissioned Personnel is making a tremendous effort to communicate with officers in the field through Commissioned Corps Bulletin. I encourage Therapist officers to submit articles of personal and professional interest to Dave Nestor for inclusion in the Bulletin. Dave has offered to edit the articles according to the required format. If permission is given by the author, Dave will also forward articles to the appropriate professional association for inclusion in their publication.

ACTION ITEM: Please send all information to:

LCDR David E. Nestor  
NIOSH, DSR  
944 Chestnut Ridge Road  
Morgantown, West Virginia 26505

- D. IHS - D. Swett - See report (Attachment F).
- E. Coast Guard - R. Parrette - Nothing new to report.
- F. FDA - R. Mansell - Nothing new to report.
- G. Carville - J. Birke/J. Krotosky - See Report (Attachment G)
- H. NIH

- 01. C. McGarvey - See report (Attachment H).
- 02. F. Oakley - Reporting.

001. M. Pizzi indicates that not all recruitment committee members have completed their collegiate grid.

**ACTION ITEM:** Please return the completed collegiate grid to M. Pizzi by March 2, 1989.

- 002. M. Pizzi spoke to O.T. students at Thomas Jefferson University, Philadelphia, Pennsylvania. His topic was "Clinical Reasoning in Occupational Therapy for People with HIV Infection". While there he presented some recruitment material to the students. Mike also presented an all day workshop on AIDS at NIH. The title of the workshop was: "Occupational Roles of People with HIV Infection".
- 003. Fran Oakley presented a paper entitled "Functional Assessment and Severity of Dementia" at the Scientific meetings of the Gerontological Society of America held in San Francisco in November 1988.

I. NIOSH - D. Nestor

01. The NIOSH Low Back Atlas (LBA) of Standardized Tests/Measures has been published by NIOSH. If you would like a copy of the NIOSH LBA, submit a written request to:

Roger M. Nelson, Ph.D.  
NIOSH, DSR  
944 Chestnut Ridge Road  
Morgantown, West Virginia 26505-2888

02. Newspaper article about NIOSH/Morgantown developed and implemented by D. Nestor and J. Collins (PHS Engineer). Copy of the article enclosed (Appendix 1).

J. Bureau of Prisons - G. Diullo - See report (Attachment I).

K. Research/Professional Activities - J. Birke/D. Nestor

01. Josef Hoog Research Award

001. Plaque for 1987 award (J. Birke) and 1988 award (S. Graham) have been sent to each awardee.

002. Plaque and engraving supplied through a grant from Alimed Corporation.

003. Submit papers for 1989 Josef Hoog Research Award to J. Birke. See Attachment J for details.

02. Professional Activities:

TOPIC: Advanced Clinical EMG

DATES: March 31 - April 2, 1989

Place: Carville, Louisiana

Contact: CDR Michael Huylebroeck at (602) 338-4911

H. Sub - Committee Reports

01. Communications - J. Krotosky - See report (Attachment G).
02. Education - B. Brown - See report (Attachment K).
03. Career development - G. Hunt
  001. Revised housing/locale questionnaire being prepared by G. Hunt. Look for the form soon in the mail.

VI. Old Business

- A. Recruitment information - See Open Forum this set of minutes.
- B. Professional school survey - Currently being collated, ready by March 2, 1989 TPAC.

VII. New Business

- A. Career Development
  01. A refinement of D. Swett's Career Planning Package is currently under revision. The draft will be presented at the March 2, 1989 TPAC meeting and distributed with those minutes.
  02. A refinement of C. McGarvey's Departmental Survey is currently under revision. The draft will be presented at the March 2, 1989 TPAC meeting and distributed with those minutes.

VIII. Next meeting - March 2, 1989

10:00 a.m. - 4:00 p.m.  
Physical Therapy Conference Room  
US Naval Hospital  
Bethesda, Maryland

Respectfully Submitted:

*/s/*

LCDR Frances Oakley  
Secretary, TPAC  
December 8, 1988

Concur:

*[Signature]*

CAPT Roger M. Nelson  
Chairman, TPAC  
Date: January 25, 1989

Reviewed:

*/s/*

CAPT William A. Fromherz  
Chief Professional Officer