

## Therapist Professional Advisory Committee Meeting Minutes

DATE: 28 APR 2000  
TIME: 1410 to 1645 EDT  
LOCATION: IHS Office of the Director - Parklawn Building, Room 605  
5600 Fishers Lane, Rockville, MD 20857

### ATTENDEES:

#### In Rockville: (Conference Call)

CAPT John Hurley (Chair)  
CAPT Willis Trawick (Member)  
CAPT Rebecca Parks (Member)  
CDR Mike Flyzik (Member)  
CDR Karen Siegel (Home Page)  
LCDR Cindy Melanson (Guest)  
LCDR Mark Melanson (Field Rep.)  
LCDR Michelle Jordan (Guest)  
LCDR Mary Louise Ganaway (Guest, Division of Commissioned Personnel)  
LT Grant Mead (Member)  
Beth Solomon (Member)

#### In Phoenix (Videoconference call):

CAPT Mark Dardis (Member)  
CDR Leo LaBranche (Member)  
LCDR Gari Smith (Guest)  
LT Ron West (Guest)  
LT Liza Figueroa (Guest)  
LTJG Joseph Rasor (Guest)  
LTJG Jeff Richardson (Guest)

#### In Albuquerque: (Videoconference Call)

CAPT Dominick Aretino (Member)  
CAPT Jim Jones (Field Rep)  
CDR Jeff Fultz (Executive Secretary)

#### Via Conference call:

CAPT Dave Brueggemann (Member)  
CAPT Charlotte Richards (Chief Professional Officer)  
CDR Susanne Pickering (Mentoring)  
LCDR Penny Royall (Field Rep)  
LCDR Nancy Balash (Field Rep/Historian)  
LT Robert Roe (Guest)

#### TPAC Member providing proxies:

CDR Georgia Johnson  
LCDR Richard Shumway

#### Absent Members:

CDR Lois Goode

## I. Call to Order

The meeting was called to order by CAPT Hurley at 1410 local time. He welcomed everyone to the meeting, and reminded attendees that this meeting needed to be concluded by 1630 local time.

## II. Review and Adoption of Agenda

The agenda for the meeting is shown in **Attachment A**.

## III. Review and Adoption of Previous TPAC Minutes

Minutes from the 28 JAN 00 TPAC Meeting were accepted as written.

## IV. Open Forum

### A. Introduction of Guests

LCDR Mary Louise Ganaway, DCP, Rockville, MD

LCDR Cindy Melanson, Occupational Therapist, DC Commission on Mental Health Services, Washington, DC

LCDR Gari Smith, Audiologist, Phoenix Indian Medical Center, Phoenix, AZ

LT Ron West, Physical Therapist, Phoenix Indian Medical Center, Phoenix, AZ

LT Liza Figueroa, Physical Therapist, PIMC, Phoenix, AZ

LT Robert Roe, Physical Therapist, Fort Defiance, AZ

LTJG Joseph Rasor, Physical Therapist, PIMC, Phoenix, AZ

LTJG Jeff Richardson, Physical Therapist, Sells USPHS Hospital, Sells, AZ

### B. Action Item Review

**ACTION ITEM:** *The Discipline Coordinator Task Force (with Ms. Solomon as its Chair, and CAPT Brueggemann and CDR Smith as members) will develop a final draft document regarding the selection process, criteria and job description for consideration by TPAC Members one month prior to the next TPAC Meeting. Before sending this out to the membership, the Task Force will review this document with the CPO and TPAC Chair for their input. The Task Force's final draft proposal for the establishment of Discipline Coordinators will be reviewed and voted upon at the next TPAC Meeting 28 APR 00.* CAPT Hurley deferred this discussion under New Business.

**ACTION ITEM:** *CDR Fultz established an Appointment Standards Task Force to investigate the appointment standards for the disciplines in the Therapist Category. Their assignment includes the following:*

1. *Learn what the appointment standards are currently for the Therapist*

*Category and compare these standards to other categories within the USPHS.*

2. *Provide a recommendation regarding the appropriate T & E date credit for the entry level doctorate degree for the disciplines represented within the Therapist Category, taking Mr. Needle's proposal into consideration.*

*The recommendations of this Task Force are to be presented to the TPAC at the next meeting and voted upon.* CAPT Hurley deferred this discussion under New Business.

## V. Old Business

### A. Newsletter

CAPT Brueggemann reported that the Newsletter had not yet gone out due to some technical issues. He stated that the Newsletter would go out the week of May 20<sup>th</sup>. CAPT Brueggemann asked that CAPT Richards and CAPT Hurley update their articles for the Newsletter. He added that so far there were articles from the CPO, TPAC Chair, a photo of the Army/Baylor Orthopedic Residents, a page on the Category Specific Day at COA, an article from LT Jordan, an article from LCDR Melanson on the STAMP Program at CMHS in Washington, D.C., and a photo of last year's Josef Hoog Award winner. CAPT Brueggemann stated that he CDR Pickering was going to be submitting an article regarding the Mentoring Program.

### B. Henry M. Jackson Foundation

CAPT Hurley reported for CAPT Nestor. CAPT Hurley reported that the Therapist Category's Jackson Foundation funds currently total \$200 which will be adequate to cover this year's expenses at the COA Meeting. He stated that donations from some category members had added to the amount available.

CAPT Hurley initiated a discussion regarding the development of a Therapist Category t-shirt/sweatshirt with the PHS Logo. He said that this shirt could be worn by therapists during different physical activity events, such as the Parklawn Classic or the Surgeon General's Run at the COA Meeting. He also reported that the Therapist Category was being recognized for efforts in regards to the Fitness/Wellness Initiative. He stated that 1300 people participated in the Parklawn Classic Run/Walk this year. CAPT Hurley suggested that t-shirts with a logo and category name on them would help to better identify our category members during high profile events such as the runs mentioned earlier. He reported that CDR Flyzik was investigating the means of obtaining these official PHS Logo t-shirts and sweatshirts. Proceeds from the sale of these items could be put into the Therapist Category Henry M. Jackson Foundation account.

Please see **Attachment B** to learn how to make a contribution to the Henry Jackson Foundation Fund for the Therapist Category.

### C. Fitness/Wellness Initiative

CDR Flyzik reported that in addition to his primary responsibilities as the Coordinator for Healthy Lifestyles in the Office of the Surgeon General, he has been tasked with reviewing all PAC Charters. CDR Flyzik also reported that he was concerned that in his role working in the OSG, he may not be eligible for continued TPAC membership, due to the potential for a perception of a conflict of interest. He also cited a line in the TPAC Charter indicating that a member of the OSG may not serve as a voting member of TPAC. CAPT Hurley stated that

while he did not want to lose CDR Flyzik as a member of the PAC, he did not want there to be any potential issues with his work in the OSG.

There was a lengthy discussion by the membership regarding the subject of a conflict of interest between having CDR Flyzik as a TPAC member, and serving in the Office of the Surgeon General. Several members suggested that CDR Flyzik could continue to serve as a TPAC member, and could simply excuse himself from any and all votes that might potentially be in conflict with his current position within the OSG. CDR Flyzik reported he would review this topic with RADM Blackwell before the conclusion of the meeting today. CDR Flyzik stated that RADM Blackwell says that he is a member of the OSG and as such needs to resign his position with the TPAC. Many members voiced their sense of loss at having to have CDR Flyzik go off the PAC. CDR Fultz stated that it would certainly be advisable to have him serve in a liaison capacity for the TPAC.

**ACTION ITEM:** CDR Flyzik will submit his formal resignation from TPAC membership effective 01 JUL 00. TPAC will follow Policy and Procedure guidelines for replacing CDR Flyzik with the first alternate selected during the most recent election process. TPAC will need to identify and elect a new Chair for the Fitness/Wellness Committee at the next meeting, 09 JUN 00.

CDR Flyzik reported that he had reviewed the Healthy People 2010 program and determined that this should be utilized for our efforts as a Commissioned Corps. He asked that people interested in learning more about this comprehensive program visit the website: [www.health.gov/healthypeople](http://www.health.gov/healthypeople)

CDR Flyzik reported that Healthy People 2010 takes a Public Health view of physical activities and wellness. It takes a systematic approach to health improvement with a set of goals, objectives, and determinants of health to ascertain health status. He reported that there is a system of leading indicators of healthy lifestyles to measure the impact of an intervention to improve health. He stated that these efforts within the PHS are extremely high profile, and that category members need to be looking at means of establishing local programs that will be effective. CDR Flyzik also stated that he would like to see many therapists involved in the Surgeon General's Run at the upcoming COA meeting. CDR Flyzik concluded by reporting that he had the results of the recent survey of the Commissioned Corps regarding activity and diet, and could send them out to anyone interested.

CAPT Dardis stated that LT Figueroa had initiated efforts at Phoenix Indian Medical Center (PIMC) to get an interdisciplinary task force established regarding the Fitness/Wellness Initiative. He reported that this had been very well received at PIMC. CDR Flyzik asked that LT Figueroa contact him about the program she helped start in Phoenix.

CDR Flyzik stated that next year the OSG would like to see other events coincide with the Parklawn Classic nationwide. He requested that category members start to consider what types of events they might be able to coordinate locally next April. CDR Flyzik reported that this would now become a serious national event, and that the Therapist Category should again lead the way.

### **Fitness/Wellness Initiative Committee**

	<u>Phone#</u>	<u>e-mail:</u>
CDR Flyzik (Chair)	(301) 443 – 4000	<a href="mailto:mflyzik@osophs.dhhs.gov">mflyzik@osophs.dhhs.gov</a>
CAPT Parks	(301) 402 – 3017	<a href="mailto:rebecca_parks@nih.gov">rebecca_parks@nih.gov</a>
LCDR Shumway	(609) 898 – 6864	<a href="mailto:rshumway@tracencapemay.uscg.mil">rshumway@tracencapemay.uscg.mil</a>

#### D. VA Initiative

CAPT Hurley reported that the draft of the Memorandum of Agreement had gone to the attorneys, and had been dissected out. He stated that a number of issues previously discussed and seemingly resolved in the past were being revisited. Some of these issues included questions about supervision and expenses associated with moving. CAPT Hurley reported that he had received a disk back from the VA, with their revisions on it. He stated that this was certainly progress, and that he felt that DCP representatives would be much more flexible in their review of the VA revisions.

#### VI. New Business

##### A. TPAC Membership Changes

CAPT Hurley reported that due to some of the current PAC charter review processes occurring in the OSG, there has been some delay in obtaining confirmation on the TPAC Membership voting results from the Surgeon General. Issues related to a statement in the nomination materials regarding “requirements for the membership” have been interpreted to possibly be quotas. CDR Fultz read from the nomination form “The TPAC Charter specifies that the minimal requirements of the TPAC membership are that at least one member is: male, female, minority, field, local, junior (less than 5 years as a therapist), senior, civil service, and commissioned corps.” Such requirements in a PAC charter are not acceptable by the OSG, and will require revision.

A motion was made by CAPT Hurley to line item/delete the portion of the TPAC Charter that specifies requirements for the composition of the TPAC Members. CAPT Parks seconded the motion. The TPAC Membership vote was unanimously in favor of the motion. The motion was approved.

**ACTION ITEM:** CDR Fultz will make the appropriate amendment to the TPAC Charter as specified by the approved motion above and forward this new TPAC Charter to the OSG for consideration. This package will be forwarded directly to

CDR Flyzik in OSG.

**ACTION ITEM:** CAPT Hurley and CDR Fultz will review the current TPAC Charter, compare it to the model charter from OSG and report their findings and recommendations at the next TPAC meeting.

CAPT Hurley reminded the TPAC members that his term of office as the TPAC Chair would be completed the end of June. He stated that he would very much miss serving as the Chair for TPAC. CAPT Hurley commented that he had really enjoyed it. He stated that he had spoken to many TPAC members about the Chair position, and CDR Fultz had expressed an interest in taking on this responsibility.

CAPT Hurley stated that the TPAC would be losing one long-standing member in CAPT Trawick, as he will be completing his 2<sup>nd</sup> term (6 years) as a TPAC member. CAPT Hurley thanked CAPT Trawick for his untiring efforts serving on TPAC. CAPT Trawick humorously added "I am not going away yet."

CDR Fultz reported that there had been some Field Representative changes. He stated that LCDR Garner was now the IHS multi-site Representative (replacing CDR Duganne) and CDR Oakley was now the NIH OT Representative (replacing LT Morin). CDR Fultz also commented that he would like to have TPAC members serving in a dual role as Field Representative find someone else to act as Field Representatives. CAPT Williams reported that LCDR Jordan would take over as Multi-Agency Field Representative, if that was approved. CAPT Hurley stated that this selection was fine with him.

#### B. Discipline Coordinators

Ms. Solomon thanked the other Task Force members (CAPT Brueggemann, CDR Smith) for their work on establishing criteria for selection, and specific duties for Discipline Coordinators. She reported that she had sent out copies of the draft proposal for the position to all TPAC members.

Please see **Attachment C**, a copy of the Draft Proposal.

CDR Fultz stated that he thought the draft proposal for the Discipline Coordinator position was outstanding, and that he would not change it in its current form. CAPT Hurley reported that he was aware that this subject had been extensively discussed at the last TPAC meeting (28 FEB 00). CAPT Hurley deferred the vote on this proposed position until the next meeting to give members time to review the draft.

**ACTION ITEM:** TPAC Members will review the Draft Proposal regarding the establishment of Discipline Coordinators (liaisons) for the Therapist Category. This proposal will be voted upon at the next TPAC meeting 09 JUN 00.

#### Appointment Board Standards

CAPT Williams thanked the Task Force members she worked with (CAPT Aretino, CDR Siegel, and LCDR Melanson) to create this document. She stated that the feedback she had received from Steve Hand in DCP had been very positive. CAPT Williams stated that she had distributed this document to all TPAC members just prior to the meeting today, so she did not expect that they had had an opportunity to review it yet.

Please see **ATTACHMENT D** for a copy of the Appointment Board Standards Task Force's recommendations.

**ACTION ITEM:** TPAC Members will review the Draft Proposal for Appointment Board Standards prior to the next TPAC meeting. This proposal will be voted upon at the next TPAC meeting 09 JUN 00.

#### Junior Officer Report

LCDR Jordan reported no meetings had taken place since December 1999. No future meeting date has been set for this Junior PAC. LCDR Jordan reported that any junior officers in the Therapist Category who are interested in learning more, or who have questions can contact her at [mjordan@hrsa.gov](mailto:mjordan@hrsa.gov) or (301) 443-7037.

### VII. Reports

#### A. Chief Professional Officer

CAPT Richards reported that she was very pleased with the documents coming from both the Discipline Coordinator and Appointment Board Task Forces. She reiterated what CDR Flyzik had suggested regarding the category taking a lead role in a Nationwide effort for activities to coincide with the Parklawn Classic in late April 2001.

CAPT Richards reported that the topic of the Ready Reserve was also a point of discussion at the CPO/PAC Chair Meeting. She stated that part of their mission is to augment the military's reserve medical component. The problem is that there is no funding available for this currently.

CAPT Richards stated that the promotions would be announced 01 JUN 00.

#### B. Chairperson

CAPT Hurley discussed Exercise Physiologists and the possibility of placing them within the Therapist Category. He reported that he did not think they should be part of our category as they are not licensed clinicians. Several other members and the CPO echoed this sentiment.

**ACTION ITEM:** CAPT Hurley created a task force with CDR Siegel as Chair and CAPT McGarvey and LCDR Drinkard as members. Their task is to gather more information regarding Exercise Physiologists inclusion in the USPHS, degree qualifications, and what category we would recommend for their placement by the next TPAC meeting.

CAPT Hurley reported that he had heard from CAPT Huylebroeck regarding IHS Podiatrists being interested in coordinating a wound care symposium with the Therapist Category sometime in September 2000, in Phoenix. He suggested that CAPT Huylebroeck contact LT Mead regarding this.

CAPT Jones brought up the issue of paring down the size of the TPAC minutes. CAPT Hurley reported that he had already spoken to CDR Fultz regarding this very subject. Suggestions were made to provide an index for these minutes.

CAPT Hurley stated that additional special recognition awards had been declined by RADM Moritsugu, as other DOD services have no similar recognition in place.

CAPT Hurley reported that there really had been no new information regularly provided to CDR LaBranche regarding Sister Service Activities.

#### C. DCP Realignment

CAPT Hurley reported that the reorganization of the DCP was a major topic of discussion at the recent CPO/PAC Chair Meeting. He asked CDR Ganaway to present the most current information in regards to these changes, and how they will affect Therapist Category members. CDR Ganaway reported that she was going to take on the role of "staffing officer" for the Nursing, Engineering and Therapist Categories. She can be reached at [mganaway@psc.gov](mailto:mganaway@psc.gov) or at (301) 594-2635. CDR Ganaway suggested that people should contact her via e-mail as the preferred route.

CDR Ganaway reported that she believed the new title for her position would be *Placement Officer*. She stated that one of the primary objectives of her position will be to improve the fit of the officer to the job assignment. She said that the Placement Officers would be establishing better communication with the Operating Divisions to have an improved understanding of the job position requirements prior to filling/recruiting for those positions, to make a better match. CDR Ganaway stated that DCP staff would no longer be providing individual career counseling sessions for officers. Instead, all counseling would be done in larger 2-hour group sessions. Information on upcoming career counseling can be obtained via CDR Ganaway at the e-mail address above. CAPT Hurley stated that RADM Davidson had pushed to automate all DCP activities.

LCDR Jordan reminded category members that the Career Development Packet



she distributed earlier in the year could serve as a reference source. CDR Siegel reported that she could put this information onto the Therapist Category Web Page.

D. Interservice Advisory Committee  
No report provided.

E. Recruitment for Therapist Category

LCDR Melanson stated that he had just a few positions to report upon today. He thanked the Field Representatives for providing the information to put this report together.

<b>Agency</b>	<b># Vacancies</b>	<b>Position Location(s) &amp; Description(s)</b>
IHS	2-3	Keams Canyon, AZ Chief/Staff PT Tuba City, AZ Staff PT (Aug 00)
BOP	1	Lexington, KY Senior Staff (Call CAPT Nestor 606 255-6812 Ext.362)
NIH	0	
HCFA	Check Website:	<a href="http://www.hcfa.gov">www.hcfa.gov</a>
HSRA	Check Website:	<a href="http://www.hrsa.gov">www.hrsa.gov</a>
CMHS	1	Washington, DC Chief OT
CDC	Check Website:	<a href="http://www.cdc.gov">www.cdc.gov</a> (training and employment)
Multi-Agencies	Check DCP Webpage	

LCDR Melanson reported that he would be contacting CDR Ganaway regarding these positions and others, as they become available. He indicated that there were some 15 individuals already boarded awaiting assignments as therapists. Information on therapist vacancies needs to be provided to LCDR Melanson. He can be reached at voice mail pager Ph# (202) 898 – 9460 or e-mail: [Cmela19395@aol.com](mailto:Cmela19395@aol.com)

F. Recruitment and Retention Committee

CDR Pickering reported that the Mentoring program for the Therapist Category was concluding its first year. Eight people will have completed the program according to CDR Pickering. She stated that she had seen other category's mentoring guides on different websites, and hoped that our category would be able to provide something similar for members.

CAPT Richards stated that she felt that all Therapist Officers should be provided a mentor upon coming into the USPHS, regardless of rank or experience. She reported that everyone coming into the service needs mentoring on a number of subjects unique to the Commissioned Corps; uniform wear, customs/courtesies, career counseling, etc...

LCDR Balash asked about retention aspects of CME funding for different agencies. CAPT Aretino stated that he could provide her with that information.

Questions, suggestions or requests regarding mentoring activities for the Therapist Category can be directed to;

CAPT Aretino e-mail: [daretino@gimc.ihs.gov](mailto:daretino@gimc.ihs.gov) or (505) 722-1510

CDR Smith e-mail: [michaele\\_smith@nih.gov](mailto:michaele_smith@nih.gov) or (301) 402-3014

CDR Pickering e-mail: [shp9@cdc.gov](mailto:shp9@cdc.gov) or (770) 488-4879

Home Page

CDR Siegel reported that the Therapist Category website was currently under review and should be approved shortly-ideally by the upcoming COA Meeting.

CDR Siegel will be seeking out additional information from various individuals to keep this information current. CDR Siegel can be reached at (301) 496-9890 or [karen\\_siegel@nih.gov](mailto:karen_siegel@nih.gov) for additional information.

#### G. COA Therapist Representative

Please see **ATTACHMENT E**.

#### H. COA Meeting

CAPT Dardis reported that the COA Meeting was the week of June 6<sup>th</sup> – 10<sup>th</sup>. The hotel where the conference is being held is full, but an “overflow” hotel is available in the immediate area. He stated that the Therapist Category Education Day will be on Saturday, June 10<sup>th</sup> during the COA Meeting in Scottsdale, Arizona. He reported that the theme for this year’s educational program is “Geriatric Update,” which will be presented by a multi-disciplinary team. The Therapist Category Luncheon will be at noon that day, and will include Awards Presentations, and a special guest speaker; RADM George Bluespruce (Ret.). The guest speaker will be talk about the Corps Fitness/Wellness Initiative. The TPAC Meeting will take place the evening of Friday, June 9<sup>th</sup> following the Scientific Paper Presentations, at approximately 1730 local time. CAPT Dardis indicated that CAPT Huylebroeck may have funding available to hold an IHS Chief’s Meeting in concert with the COA Meeting this year. LT West and LT Figueroa will serve as Moderators for the Scientific Paper Presentations and Therapist Education Day (respectively).

CAPT Hurley thanked CAPT Dardis and CAPT Sellers for their work on organizing activities for the Therapist Category at this year’s COA Meeting in Phoenix. CAPT Hurley stated that he expects that many officers from other categories will want to attend the Therapist Category’s Educational Day program, due to its interdisciplinary content. Please see **Attachment F** for the schedule of the Therapist Category’s Education Day June 10<sup>th</sup>, 2000.

CAPT Parks reported that there are eight Therapist Category Paper Presentations scheduled from 1435 – 1635 on Friday, June 9<sup>th</sup>.

CAPT Dardis added that he and his co-workers at Phoenix Indian Medical Center were organizing a social event following the conclusion of COA activities the evening of Friday, June 9<sup>th</sup>.

I. Awards Committee

CAPT Williams stated that CDR Johnson's team had completed selections for awards had been accomplished and will be given at the COA Meeting in Phoenix, AZ.

J. Education Committee

LT Mead thanked all the many course participants from PHS. He thanked CDR LaBranche for his work on Sister Service Activity. He reviewed the new courses available through the Army.

Please see **Attachment G** for LT Mead's report.

K. CCRF

CAPT Trawick congratulated CAPT Richards for her completion of the Field Medical Readiness Badge. He suggested that any members interested in checking their status can check the CCRF Website. CAPT Hurley thanked CAPT Trawick for his efforts on the CCRF.

L. Field Representatives Reports

See **Attachments H - L**.

VIII. Adjourn

The meeting adjourned at 1645 EDT. The next TPAC meeting will be held Friday, 09 JUN 2000 following the Paper Presentations at the COA Meeting in Phoenix, beginning at approximately 1730 local time.

Respectfully submitted:

CDR Jeff Fultz  
Executive Secretary, TPAC

Date: 24 MAY 2000

Concur:

CAPT John Hurley  
Chair, TPAC

Date: 24 MAY 2000

Concur:

CAPT Charlotte Richards  
Chief Professional Officer, Therapist Category

Date: 24 MAY 2000

**ATTACHMENT A**

**THERAPIST PROFESSIONAL ADVISORY COMMITTEE  
MEETING AGENDA  
28 APRIL 2000**

- 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. Newsletter D.Brueggemann
  - B. Henry M. Jackson Foundation D. Nestor
  - C. Fitness Issue M Flyzik
  - D. VA Initiative J. Hurley
- VI. NEW BUSINESS
  - A. TPAC Membership Changes (Voting Results) J. Fultz
    - Committee/field representative revisions J. Fultz
  - B. Therapist Liaisons B. Solomon
    - Promotion board guidelines J. Hurley
    - Exercise Physiologists C. Richards
    - T+E for Doctoral Degrees I. Williams
    - Junior Officer report C. Melanson/M Jordan
- VII. REPORTS
  - A. Chief Professional Officer C. Richards
  - B. Chairperson (Activity Summary) J. Hurley
  - C. DCP Rep/Therapist Staffing Officer C. McGarvey
  - D. Inter-Service Advisory Committee M. Melanson
  - E. Recruitment for Therapist Category D. Aretino
  - F. Recruitment and Retention Committee
    - Mentoring Task Force Change D. Aretino/S Pickering
    - Archives D. Aretino
    - Home Page K..Lohmann-Siegel
  - G. COA Therapist Representative R. Parks
  - H. COA Meeting J Hurley
    - Educational Day M Dardis/B Sellers
    - Luncheon Speaker M. Dardis
    - TPAC Meeting/ Social J. Hurley
    - Paper Presentations R. Parks
    - Special Recognition Awards J. Jones/J. Hurley
  - I. Awards Committee G Johnson
    - Awards Work Group I. Williams

J. Education Committee  
K. Medical Readiness  
L. Field Representatives  
IHS

Coast Guard  
HRSA  
NIH PT  
OT  
SLP  
BOP  
Community Mental Health Services  
HCFA  
Multi-agency

G. Mead  
W. Trawick

N. Balash  
B. Garner  
J. Jones  
M. LaPlante  
D. Weaver  
R. Shumway  
A. Hoard  
B. Drinkard  
F. Oakley  
B. Solomon  
P. Royall  
M. Melanson  
G. Johnson  
I. Williams

NOTICE

Any TPAC member or field representative unable to attend this meeting should e-mail their reports to CDR Jeff Fultz by 21 APR 00 [jeffrey.fultz@shiprock.ihs.gov](mailto:jeffrey.fultz@shiprock.ihs.gov)

Any TPAC members unable to attend need to send their proxy to a member that will be present.

See you there.

Thanks!

John T. Hurley

## ATTACHMENT B

### CONTRIBUTIONS TO THE HENRY M. JACKSON FOUNDATION

To make a donation to the Henry M. Jackson Foundation is very straightforward.

The Therapist Category Account is #5352.

Checks need to be made out to: "**Henry M. Jackson Foundation-5352.**"

No cover letter is required.

The Envelope *must be* addressed to the attention of Dr. Bryce C. Reddington, Ph.D, as he is the Special Projects Program Director. He can be reached at (301) 294-1226 if you have any questions.

The address to send a donation is:

**Henry M. Jackson Foundation  
ATTN: Dr. Bryce C. Reddington, Ph.D.  
1401 Rockville Pike, Suite 600  
Rockville, MD 20852**

**DISCIPLINE COORDINATOR**

Each section represented in the Therapist Category of the Commissioned Corp will have a designated Discipline Coordinator. Representation of this position will come from following areas: Physical Therapy, Occupational Therapy, Speech Language Pathology, and Audiology.

**Selection Process and Term of Appointment:**

The Discipline coordinator is an appointed position by the Chief Professional Officer (CPO) and the Chairperson to the TPAC. Term of office is to be designated by the CPO. Self-Nominations for each coordinator position will be given to the CPO and TPAC Chair when there is a vacancy for the position. Individuals seeking appointment must be a senior officer in the Commission Corp or of an equal civilian status and must demonstrate extensive knowledge of the Commission Corp and be a recognized member of the specific professional discipline.

**Reports to:**

Surgeon General (as requested)  
Chief Professional Officer (directly)  
Chair, TPAC (directly)

**Receives Information From:**

\*Surgeon General  
\*Chief Professional Officer  
\*Chair, TPAC  
\*Representatives from Other Uniform Services  
\*Representatives from each Professional Category (American Physical Therapy Association, American Occupational Therapy Association, American Speech Language Hearing Association, American Academy of Audiology)  
Any source with information pertinent to the Category

**Duties and Responsibilities:**

1. To serve the Surgeon General, CPO and Chair, TPAC with specific issues/ tasks related to each professional discipline
2. To represent the CPO at Quad Service Meetings for each designated discipline as requested.

Disseminate specific professional related information to the Office of the Surgeon General, CPO and Chair TPAC. He/she will serve as the communication link with issues related to each discipline.



## ATTACHMENT D

MEMORANDUM TO: RADM Michael Davidson  
Director, Division of Commissioned Personnel

THRU: CAPT Charlotte B. Richards  
Chief Professional Officer, Therapist Category

FROM: CAPT John Hurley  
Chairperson, Therapist Professional Advisory Committee

SUBJECT: Therapist Appointment Standards  
Masters Degree and Doctoral Graduates

This memorandum is written to request a reconsideration of the creditable time and experience (T&E) given to Therapist applicants to the Commissioned Corps based on graduate level degrees. Therapists, including Occupational, Physical, Speech-Language Pathology, and Audiology are commissionable under Exhibit X, Therapy Appointment Standards, of the Commissioned Corps Personnel Manual, Chapter CC23.3 - Appointment.

Under the current standards, Occupational Therapist (OT) and Physical Therapist (PT) applicants would receive 4 years creditable service for a BS degree in OT/PT, 5 years for a BS degree plus a professional certificate in OT/PT, and an additional 1 - 2 years for a Master Degree in a field specific to the category. According to the standards, post baccalaureate time is based upon the general criteria for Master's and Doctorate degree applicants. The exact time credited is based upon the actual time the school requires for the degree program. Doctorate Degree applicants are given time for their degree as well, i.e., 2-5 years beyond the Master's and 3-6 years without the Master's, as justified by the school's requirements for a degree.

For Speech-Language Pathology and Audiology, the qualifying degree is a Masters Degree or equivalent, i.e., bachelor's degree and at least 42 post-baccalaureate semester hours acceptable toward a Master's Degree, with qualifiers on course content. These applicants would receive years creditable service for the BS with the Masters Degree or Equivalent, based on the same criteria of post baccalaureate credit as OT and PT applicants. The creditable time for the Doctoral Degree applicant is also the same as OT and PT applicants.

However, it should be noted that other categories, such as some Health Service Officer specialties (e.g., Social Work and Hospital Administration) and Pharmacy provide for specific creditable periods of time for their graduate training, i.e., Social Worker and Hospital Administration applicants with Master Degrees receive two years beyond the bachelor degree for credit, or 6 years T&E. Pharmacist applicants receive 8 years of training and experience credit for their Pharm.D. degree, evidently regardless of the actual time the post graduate training curriculum takes to complete.

The Masters Degree requirements earned by therapists are very specific to their professional training and extremely technical in nature. It provides the education and knowledge to work and perform at a higher level than those with BS degrees, with or without certificates. These Masters Degree candidates usually qualify to specialize in a therapy field that makes them experts in that area. We believe that, as stipulated in the Standards, Section E, Part 3. b, (3), there is an opportunity for a determination to be made that credit over the one year limit can be

applied “if a board determines that the circumstances warrant such credit.” We believe that the requirements of these Masters Degrees and the extensive knowledge acquired would equate to the special circumstances noted, regardless of whether the Masters Degree took 18 months or two years to complete. We realize that some therapy Masters Degree programs have structured their curriculum to be much more intensive and require longer classroom hours in order to reduce the normal two year time period to an 18 month time period, yet these degrees are in all aspects equivalent to the two year Masters Degree, in which two years T&E are being credited for the Commissioned Corps application process.

Therefore, the Therapist Category requests consideration of equity in the application of T&E credit for therapist applicants with post graduate degrees, i.e., Masters and/or Doctoral Degrees and it is requested that all therapist applicants be credited as follows:

- ◆ OT & PT applicants with a qualifying BS would receive 4 years T&E, as is currently done
- ◆ OT & PT applicants with a BS and the appropriate OT or PT certificate would receive 5 years T& E, as is currently done
- ◆ Speech-Language Pathology and Audiology applicants with a BS and equivalent post graduate 42 hours credit would receive 6 years T&E
- ◆ OT, PT, Speech-Language Pathology and Audiology applicants with a BS and/or certificate and Masters Degree would receive either 4 years or 5 years T&E, as specified above, plus two years credit for their Master Degree for a total of 6 - 7 years T&E
- ◆ OT, PT, Speech-Language Pathology and Audiology applicants with a Doctoral Degree shall receive 8 years T&E, provided that at the time the degree was conferred, the program was accredited by the accrediting professional association for the specific therapist profession, i.e., OT, PT, Speech-Language Pathology, and Audiology (this is consistent with the document provided to the TPAC from Mr. Phil Needles and Mr. Steve Hand, both of DCP, requesting review and approval for inclusion in the therapy appointment standards)

In addition, we would like to request consideration of applying these standards to all active duty therapists in the Commissioned Corps, retroactively to their appointment date for all who received their post graduate degrees prior to their appointment to the Corps.

Thank you for your consideration of this request, and we look forward to your determination. Should you have any questions regarding this memorandum, please contact me, CAPT John Hurley, at (505) 368-7103 or CAPT Charlotte Richards at (505) 368-7100.

## ATTACHMENT E

### Report of COA National Board Liaison:

1. **MAC flight to Scottsdale:** The deadline to sign up is May 1. Anyone interested in signing up for the flight can contact CAPT Linda Morris-Brown by either phone (301) 594-7157 or email: brownl@mail.nih.gov.

She will need the following information:

Name (as written on CC ID card)

Rank

SS#

Phone Number

email address

Agency

Interested officers should contact Linda as soon as possible. If a flight is approved, the plane will be filled on a first-signed-up-first-served basis if space is limited.

2. COA is in the process of organizing candidates for all the open positions on the Board. The Board is likewise in the process of organizing its slate of officers for the coming year.
3. The Finance and Property Committee presented a budget proposal to the Board at its last meeting in March. The budget was approved by the Board to be passed on for final approval from the House of Delegates in Scottsdale. The only noteworthy item in the new budget is a line for purchase of a new database package to replace the one the office is currently using, which is outmoded and requires considerable idiosyncratic maintenance.

COA has decided on a replacement Third Party Administrator for DRIASI: AGIA/AAI, which has substantial experience with large organizations and came very highly recommended by its current clients.

## ATTACHMENT F

### Schedule for Therapist Category Education Day at COA, 10 JUN 2000

**Theme:** *Care of the Elder Client: A Multidisciplinary Approach*

Moderator: LT Liza Figueroa, PT, Phoenix Indian Medical Center, Phoenix, AZ

9:00 am-9:55 am **Delirium, Dementia, Depression: You'll Know It When You See It.**  
Dr. Bruce Finke, MD, Coordinator, IHS Elder Care Initiative,  
Primary Care Physician, Zuni IHS Hospital, Zuni, NM

9:55 am-10:10 am Break

10:10 am-11:05 am **Medication Use in the Elderly**  
CDR LuDel White, RPh, Assistant Chief Pharmacist,  
Zuni IHS Hospital, Zuni, NM

11:05 am-12:00 pm **Visual Changes Associated with Aging**  
CDR Ron Sellers, OD, FAAO, Chief of Optometry Services,  
Zuni IHS Hospital, Zuni, NM

12:00 pm-1:30 pm Therapist Category Luncheon (Awards Presentations)  
Speaker: RADM (Ret.) George Bluespruce, Jr.,  
President, Society of American Indian Dentists

1:30 pm-2:25 pm **Hearing Loss in Our Elders: Coping with Presbycusis in  
American Indian Population/Alaska Native Communities**  
LCDR Frank Weaver, Chief of Audiology,  
Northern Navajo Medical Center, Shiprock, NM  
LCDR Betty Garner, Audiology/ENT Manager,  
Chickasaw Nation Health Systems, Ada, OK  
LCDR Gari Smith, Audiology  
Phoenix Indian Medical Center, Phoenix, AZ

2:25pm-3:20 pm **The Functional Implications of Alzheimer's Disease**  
CDR Fran Oakley, MS, OTR, BCN, FAOTA  
Rehabilitation Medicine Department Research Program Coordinator  
National Institutes of Health, Bethesda, MD

3:20 pm-3:45 pm Break

3:45 pm-4:40pm **Cognition Changes in Older Adults and Their Effects on  
Functional Performance**  
LT Laura Grogan, OTR, Staff Occupational Therapist,  
Gallup Indian Medical Center, Gallup, NM

**UNITED STATES PUBLIC HEALTH SERVICE**  
Health Resources and Services Administration  
Rm #8A-09, Parklawn Building  
5600 Fishers Lane  
Rockville, MD 2857

**MEMORANDUM**

(Please post this in your department)

DATE: 24 May 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

During the last installment of the TPAC Education supplement, I discussed the National Disaster Medical System (NDMS). The 2000 NDMS Annual Conference has been scheduled, and you may access the information at:

<http://ndms.dhhs.gov>

This will help any of you who are interested in the continuing educational opportunities offered through NDMS.

We can look forward to attending the Commissioned Officers Association of the US Public Health Service 2000 Public Health Professional Conference in Scottsdale, Arizona. The scheduled dates are the 6<sup>th</sup> of June through the 10<sup>th</sup> of June. Make your reservations now! Feel free to access the registration on the web at:

<http://www.coaphs.org>

On the 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

<u>DATES:</u>	<u>COURSE TITLE/INSTRUCTORS/COST:</u>	<u>SITE/CONTACT:</u>
6/06-6/10/2000	2000 Public Health Professional Conference Presented by the Commissioned Officers Association of the United States Public Health Service	<u>Contact:</u> Laurie Johnson (252) 726-9202
6/14-6/18/2000	Annual APTA Conference & Exposition	Indianapolis, IN (800) 999-2782 Ext. #3395
8/17-8/20/2000 Univ.	"McKenzie - Part A Course"  Registration: NLT 01 JUN 2000  SEATS: Open to PHS Therapists (3 Seats open for DOD Therapists)  FEE: \$60 Registration Fee (Courses A through C) One time fee for McKenzie Registration \$100 Course Fee (Total \$160)* *Payment to be made out to LTJG Roe  INSTRUCTOR: Gregory Silva, PT, Dip.MDT	Northern AZ  Flagstaff, AZ  <u>Contact:</u> LTJG Roe (520) 729-3247
9/11-9/22/2000	"COL Doug Kersey NMSE Course for Physical Therapy Officers"  Presented by the US Army SEATS: Full	Fort Sam Houston San Antonio, TX  <u>Contact:</u> LT Mead

If you have any new information or corrections to the above dates, feel free to 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](mailto:gmead@hrsa.gov)

**ATTACHMENT H**

National Institutes of Health  
Building 10, Room 6s235  
10 Center Drive, MSC 1604  
Bethesda, Maryland 20892-1604

**NATIONAL INSTITUTES OF HEALTH  
PHYSICAL THERAPY SERVICE REPORT  
THERAPIST PROFESSIONAL ADVISORY COMMITTEE**

DATE: April 27, 2000

TO: CAPT John Hurley, Chairperson, Therapist Professional Advisory  
Committee

SUBJECT: TPAC Agency Activity Report

FROM: LCDR Bart Drinkard, NIH Field Representative

I.) Positions open:

**None**

II.) Congratulations:

Received Commendation Medal for implementing a weekly seminar for clinical staff which integrated newly developed biomechanical analysis techniques into the rehabilitation evaluation and management of patients with gait disorders.

III.) Publications:

Lohmann Siegel K, Verhagen Metman L: Effects of bilateral posteroventral pallidotomy on gait of subjects with Parkinson disease. Archives of Neurology 2000;57:198-204.

## **ATTACHMENT I**

National Institutes of Health  
Building 10, Room 6s235  
10 Center DR MSC 1604  
Bethesda, Maryland 20892-1604  
301-402-3019

National Institutes of Health  
Occupational Therapy Report

Date: April 28, 2000

From: CDR Frances Oakley

Subject: NIH Occupational Therapy Report

To: CAPT John Hurley, Chair, Therapist Professional Advisory  
Committee

### **I. Congratulations**

Congratulations to CAPT Rebecca Parks who was named a Fellow of the American Occupational Therapy Association and the 2000 Columbia University Distinguished Occupational Therapy Alumna

### **II. Positions Open/ Anticipated Openings: None**

### **III. News From the Field**

Susan Eckloff and Lucy Swan attended a five-day Assessment of Motor and Process Skills training and calibration course at Towson University sponsored by Johns Hopkins Hospital and Colorado State University.

Susan Eckloff successfully completed the AOTA Self Study Course in Hand Therapy.

Susan Eckloff and Joanne Flanagan supervised two occupational therapy clinical research apprenticeship students from Washington University, Megan Zell and Kimberly Thomashow, respectively during their six-week clinical research apprenticeship.

CDR Frances Oakley was appointed a Field Representative to TPAC.

CAPT Rebecca Parks continues to serve as Treasurer and as an executive committee member of the Commissioned Officers Association.



Susan Robertson is spearheading the development of an occupational therapy cardiac rehabilitation program for the National Heart, Lung & Blood Institute in anticipation of patient participation in January 2001.

In planning for the new NIH Clinical Research Hospital, CAPT Bonnie Thornton continues to work with the NIH architects to eliminate architectural barriers from patient rooms, bathrooms, and parking areas.

#### **IV. Presentations**

- 1) Parks R. Clinical bioethics: A curriculum for teaching ethics during the student research apprenticeship, American Occupational Therapy Association Annual Conference, Seattle, WA.
- 2) Oakley F, Parks R & Sunderland T. Study on spousal bereavement: The role of OT in evaluating occupational functioning. American Occupational Therapy Association Annual Conference, Seattle, WA.
- 3) Robertson S & Colborn A. Describing occupational therapy process in outcomes research. American Occupational Therapy Association Annual Conference, Seattle, WA.

#### **VI. Publications**

Furst G & Swan L. Occupational therapy for persons with chronic fatigue syndrome. *American Association for Chronic Fatigue Syndrome Newsletter*

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

## ATTACHMENT J

To: CDR Jeff Fultz, TPAC Secretary

From: CDR Alicia Hoard

Subject: TPAC Field Report HRSA

Date: April 28, 2000

**I. CONGRATULATIONS:** none

**II. POSITIONS OPEN/ ANTICIPATED:** none

**III. NEWS FROM THE FIELD:**

The Gillis W. Long Hansen's Disease Center moved from Carville to Baton Rouge, LA in mid-January, 2000. Our new name is the **National Hansen's Disease Program** and our new address is 1770 Physicians Park Dr., Baton Rouge, LA 70816. The residents from Carville are now either at the new hospital, still at Carville, or have accepted a stipend to live independent of either facility. Outpatients are still being seen for disease complications and surgeries.

In addition to the continued care of the Hansen's disease patients, the Hand and Occupational Therapy Department is providing consultation to the Orthopedics Department at the Louisiana State University Earl K. Long Medical Center. LCDR Figarola consults weekly at the Hand Clinic with the surgeon and orthopedic residents, treating cases that can benefit from the technology and treatment approaches developed at Carville.

The Physical Therapy department is 2400 sq. ft. and includes a gym, cast room, diagnostic room and a fully functioning shoe and orthotic shop to meet the needs of the Hansen's disease and Diabetic cases. Additionally LCDR Brasseaux is a bi-monthly consultant with the Louisiana State University Diabetic Foot Program.

The student and professional programs for both the PT and OT departments will soon be reinstated. The first upcoming seminar is sponsored by the PT department entitled:

"The Carville Approach to Management of Neuropathic Foot Problems and Optional Casting Lab" to be held September 20-22, 2000.

For more information phone: 1-800-642-2477.

LCDR Denise Brasseaux attended the APTA Combined Sections meeting in New Orleans, LA February 2-5, 2000

**TPAC Quarterly Field Report (Continued)**

## **HRSA- April, 2000**

The OT and PT departments have contributed to a Webpage for the National Hansen's Disease Program expected to be online by April 29, 2000. Please visit the NHDP Webpage at **BPHC.HRSA.GOV/NHDP** and let us know your comments!

CAPT Judy Bell-Krotoski led a workshop and panel on sensibility testing at the Rehabilitation of The Hand Annual Conference in Philadelphia, PA March 4-8.

LCDR John Figarola represented Louisiana at the AOTA Committee of State Association Presidents held at the AOTA Annual Conference in Seattle, Washington, March 30-April 2, 2000.

CDR Alicia Hoard, sponsored by American Leprosy Mission, is in Haiti from April 30- May 13 to train healthcare workers at Cardinal Ledger Hospital in the Prevention of Disability in leprosy.

### **IV. WELCOME/ FAREWELL:** none

### **V. PRESENTATIONS:**

CDR Alicia Hoard presented "Diabetes, An Occupational Therapists' Role" to the OT Students' Medical Conditions class at Louisiana State University in New Orleans, LA, on February 7, 2000.

LCDR Denise Brasseaux taught the PTA students at Delgado College in New Orleans about "Care and Prevention of Injuries to the Insensitive Foot" on April 11.

### **VI. PUBLICATIONS:** none

### **VII. CURRENT RESEARCH:**

### **VIII. FUTURE AGENDA ITEMS TO CONSIDER:** none

## ATTACHMENT K

To: Chairperson, Therapist Professional Advisory Committee

From: LCDR Mark Melanson

Date: 14 Apr 2000

Subject: TPAC Quarterly Agency Activity Report  
DC Commission on Mental Health Services

I. Positions Open:                      Contact Person:                      Telephone #  
Chief OT                                      Mark Melanson                      202-645-4953

II. News From The Field:  
LTJG Stepen Spaulding presented "Psychiatric Opportunities and The USPHS" to Howard University OT students.

LTJG Ayanna Hill stuffed envelopes for the Surgeon General's Healthy Lifestyles mailing.

LTJG Ayanna Hill joined the Crisis Counseling Emergency Response Team of the CMHS. LTJG Hill was also accepted into the Medical Category of the PHS-1 DMAT.

LCDR Mark Melanson's Stamps for a Living (Patient Operated) business was featured in the Washington Post and Washington Times. Support came forth from numerous donors such as the State Dept. and Congressman Henry Waxman.

LCDR Cindy Melanson was a science fair judge at Morgan State University and coordinated the Howard University student ACL training. LCDR Melanson also sat on the University's Admissions Board.

LTJG Stephen Spaulding completed his first triathlon in 35 degree weather.

III. Congratulations To:  
LTJG Stephen Spaulding for the Hazardous Duty Ribbon.

LTJG Ayanna Hill passed the certification as an Emergency Medical Technician Basic (EMT-B).

IV. Welcome and Farewell: N/A

V. Presentations:

We would like to thank CDR Georgia Johnson for her insightful HCFA Overview presented to all OT CMHS staff and interns.

LTJGs Spaulding and Hill and LCDR Cindy Melanson presented a Psychosocial Outlook to WRAMC interns and staff.

## ATTACHMENT L

TO: CDR Fultz  
FROM: LCDR Betty Garner  
SUBJECT: TPAC Field Report; IHS Multi-site  
DATE: 13 APR 00

I. CONGRATULATIONS:  
Kristin Bruner (AUD), Talihina, on her move to the Billings Montana Area and David Marshall (AUD), Tahlequah, on his ASHA CEU Certification.

II. POSITIONS OPEN:  
Talihina, Oklahoma (Audiologist)  
Tahlequah, Oklahoma (Audiology Tech)

III. NEWS FROM THE FIELD:  
Welcome on board to LT Cindy Carter, PT, Tahlequah, OK  
Nora MacIver, AUD, Red Lake, MN and Onita Lynch, AUD, Claremore, OK

Britt Johnson, PT, Chickasaw Nation Health Systems, Ada, OK, has added four new Physical Therapy positions; Ralph Jerome, Dana Shelley, Alicia Wells and Norman Bradsher in Tishomingo, OK

David Marshall, Aud, reports that all is well in Tahlequah and is looking for an Audiology Technician.

CAPT Tom Stolusky and LT Bridgette Seago report no news from Claremore, OK.

IV. PRESENTATIONS:  
LCDR Betty Garner, Aud, presented "Medical and Social Aspects of Hearing Loss," at East Central University, Ada, OK.

V. PUBLICATIONS: None

VI. CURRENT RESEARCH: None

VII. FUTURE AGENDA ITEMS: None  
(If you have information to contribute to this report please contact me at [bgarner@chickasaw.com](mailto:bgarner@chickasaw.com))