

THERAPIST PROFESSIONAL ADVISORY COMMITTEE MEETING MINUTES 18 May 2004 AT COA



Therapist Professional Advisory Committee		
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If you have information you would like to pass on, or have a question for TPAC please do not hesitate to contact your Field Representative, CDR Balash or LCDR Shapiro.

FIELD REPRESENTATIVE	AGENCY	EMAIL	Phone#
LCDR Liza Figueroa	Field Rep. Coordinator	liza.figueroa@pimc.ihs.gov	(602) 263-1561
LCDR Cindy Carter	IHS Multi-site	cindy.carter@mail.ihs.gov	(918) 458-3260
LT Terry Boles	Multi-Agency	TBOLES@ora.fda.gov	(480) 829-7396 x19
LT Jeffrey Lawrence	IHS NM	Jlawrence@abq.ihs.gov	(505) 552-5431
LCDR Robert Roe	IHS NW	rroe@thhs.cskt.org	(406) 745-3525
LCDR Jenevieve Neros	IHS AK	Jenevieve.neros@searhc.org	(907) 966-8312
LT Justin Feola	BOP WEST	Jfeola@bop.gov	(417) 8371738
LT Michelle Peterman	CMHS	Gatoram2@aol.com	(202) 645-7610
LT Joseph Golding	IHS AZ	liza.figueroa@pimc.ihs.gov	(602) 263-1561
LCDR Fred Lief	BOP EAST	flief@bop.gov	(859) 255-6812 X 362
CDR Karen Siegel	NIH	KSiegel@cc.nih.gov	(301) 496-9890

DATES FOR FUTURE TPAC MEETINGS: August 27, 2004, October 22, 2004. CALL IN NUMBER: 1-888-381-8510 PASS CODE: 87222

**THERAPIST PROFESSIONAL ADVISORY COMMITTEE
MEETING AGENDA
18 MAY 2004 AT COA in ALASKA**

- I. CALL TO ORDER
- II. REVIEW AND ADOPTION OF AGENDA
- III. REVIEW AND ADOPTION OF PREVIOUS TPAC MINUTES
- IV. OLD BUSINESS
 - A. TPAC Member Election Results N. Balash
- V. NEW BUSINESS
 - A. Professional Development Committee Chair Appointment N. Balash
 - B. Subcommittee Chair Appointments R. Shapiro
 - Finance Subcommittee
 - Discipline Liaisons
 - C. TPAC Chair Election N. Balash
 - D. Membership Obligations N. Balash
 - E. COA 2005 Task Force R. Shapiro
- VI. REPORTS
 - A. Chief Professional Officer C. McGarvey
 - B. Chairperson N. Balash
 - C. Administrative Committee R. Shapiro
 - D. Strategic Growth Committee M. Melanson
 - E. Information Management S. Newman
 - F. Readiness B. Drinkard
 - G. Professional Development L. Goode
 - H. Discipline Liaisons:
 - Audiology F. Weaver
 - Occupational Therapy R. Parks
 - Physical Therapy M. Smith
 - Speech Language Path B. Solomon

Future TPAC meeting dates: August 27, 2004 and October 22, 2004

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

Therapist Professional Advisory Committee Meeting Minutes

Date: 18 May 2004

Time: 20:00 – 22:00 hours EDT

Location: Teleconference

I. CALL TO ORDER: 20:00 (8:00 PM) EDT

Roll Call:

MEMBERS:

CDR Nancy Balash	Chair
LCDR Rita Shapiro	Secretary
CAPT Terry Cavanaugh	
CDR Bart Drinkard	Not Present
CDR Scott Gaustad	
CDR Lois Goode	
LCDR Michelle Jordan	Proxy: CDR Goode
CAPT Linda Hemingway	
LCDR Grant Mead	Not Present
LCDR Mark Melanson	
LCDR Sue Newman	
CAPT Rebecca Parks	
CDR Eric Payne	
CDR Susanne Pickering	
CDR Frank Weaver	Proxy: LCDR Shapiro
CDR Jessie Whitehurst-Lief	Proxy: LCDR Newman

Ex-Officio Member: CAPT McGarvey CPO

GUESTS:

- CAPT Bruggeman
- CAPT Hurley
- CAPT Oakley
- CDR Fultz
- CDR Hooper
- CDR Munoz
- CDR Shelton
- LCDR Magel
- LCDR Manrique
- LCDR Weaver
- LCDR West
- LCDR Woodard
- LT Dessatoff
- LT Richardson
- CDR (Ret) MacAddu
- CDR (Ret) Wassen

II. REVIEW AND ADOPTION OF AGENDA:

The agenda was reviewed and adopted as written, following motion by CAPT Parks and 2nd by CDR Goode.

III. REVIEW AND ADOPTION OF PREVIOUS TPAC MINUTES:

Meeting minutes of April 23, 2004 meeting had been provided via e-mails to all TPAC members and were approved by voice vote.

IV. OLD BUSINESS

ACTION ITEM REVIEW:

A: Election Results: CDR Balash thanked the outgoing members for their valuable contributions to the TPAC. Outgoing members are: CAPT's Cavanaugh and Parks, CDR Goode and LCDR's Jordan and Mead. Having received the agency approval the new elected TPAC members were announced. We are still however, awaiting the OSG approval. LCDR's Dahl, Jordan, Magel, Manrique and Randall. The alternates are: LT Faz and LCDR Figarola. Congratulations to all newly elected members and good wishes for their contributions to the TPAC. We have a long road ahead for the category's progress. Fortunately there is some foundation laid down to build upon.

B: Therapists Assigned to OSG: No action can be taken at this time, as the charter currently dictates no exceptions.

V. NEW BUSINESS

A. Professional Development Committee Chair Appointment: CDR Goode having contributed immensely to the TPAC being the chair of this extremely dynamic committee is now getting off the TPAC and hence cannot be the chair of a committee. The Professional Development Committee chair reports to the TPAC chair and operates as oversight for four subcommittees: Information, Retirement, Mentoring, the Curriculum Vitae, and the Awards Subcommittees.

LCDR Newman nominated LCDR Michelle Jordan for the position, who was not present to accept or comment on the nomination.

LCDR Shapiro nominated LCDR Kathleen Manrique for the position, and she stated that she would talk with CDR Goode before accepting the nomination.

CDR Balash will speak with each nominee personally before a decision is made.

B. Subcommittee Chair Appointments

- Finance Subcommittee: LCDR Shapiro informed that CDR Fultz had Recommended appointing LCDR Ron West as the Chair. He has been very involved With this subcommittee and is very familiar with its functioning.

LCDR West is appointed the Chair of the Finance Subcommittee and LCDR Shapiro wished him all the best and looking forward to working with him on this Subcommittee and hoped that his contagious enthusiasm and motivation would filter to others. LCDR West will need to appoint another member for this subcommittee. He will notify TPAC who he has chosen to be on this Subcommittee.

- Discipline Liaisons: CDR Balash presented that the discipline liaisons have been in their current positions for many years. Should the current Discipline Liaisons continue in these positions or should there be a term associated with the appointment? CAPT Parks informed that the Discipline Liaisons are appointed for two years with a possibility to extend for another two years. These appointments are made by the CPO. CDR Balash read the position description for the discipline liaison (In TPAC Policies and Procedures manual). CAPT McGarvey wants to know

how long the current liaisons have been in their positions. CDR Fultz upon reviewing the old minutes informed the committee that the original discipline liaisons were appointed in June 2000. The Audiology Liaison, CDR Weaver was appointed in June 2002. Those who are willing to serve as the Discipline Liaisons should contact CAPT McGarvey and CDR Balash via e-mail to self nominate.

Question from LT Jeff Richardson: there are not many Audiologists in PHS hence it may be difficult to enforce the maximum four year term limit on them. CDR Balash and CAPT McGarvey emphasized that it does not necessarily have to be a commissioned officer, civil service professionals may also be considered for the position of discipline liaison.

- B. TPAC Chair Election: CDR Gaustad was nominated by CDR Balash to be considered for the position of the TPAC chair for next two years. There was no opposition. CDR Gaustad was elected to be the next TPAC Chair by acclamation. His term will begin on July 01, 2004 and end on June 30, 2006. Following that he will be the ex-officio (non voting) member for two years. CDR Balash will remain a voting member for next two years as her status as a TPAC member does not end until June 30, 2006.

CONGRATULATIONS! CDR Gaustad, the TPAC looks forward to your leadership and insight in this important position.

- D. Membership Obligations: CDR Balash welcomed all newly elected TPAC Members and urged them and current members to read the policy and procedures manual concerning responsibilities and attendance. Per the P&P manual there must be no more than two unexcused (without proxy) absences, however, members input and contributions are extremely valuable so people should ensure not to have more than two, excused (with proxy) or unexcused absences per year. Operation by proxy is what needs to be discussed. Over the past years it has been observed that there are many PAC members who operate only by proxy. Further discussion is needed.
- E. COA 2005 Task Force: The 2005 Annual COA Conference will be in Philadelphia from June 06, 2005 to June 11, 2005. CDR Munoz from the current COA task force informed that they had three primary people planning the activities for the therapist category. The activities included arranging the speakers, the awards ceremony and the BMI booth as well as the Category dinner. Next year since the meeting is on the East Coast, it is anticipated having a large attendance as it was in Scottsdale, AZ. Since the COA Task Force is the responsibility of the Administration Committee; LCDR Shapiro will be in charge of forming the Task Force. It was recommended to have at least five people as the members. A call for volunteers will be sent out to the therapists on the East Coast.

VI REPORTS

A. CPO Report

CAPT McGarvey presented the following report:

1. The promotion boards met and the selection for promotion was a fair process utilizing the new Benchmarks. The promotion board members have put forward comments regarding the current benchmarks. OCCO will provide letters to officers with information such as score, success rate, where they fell, etc. The letters will also state their CCRF status for this past promotion cycle. Anticipated release date of results will be late June or later. The effective date of promotions will still be July 1

2. Due to the Army Baylor Physical Therapy Program now having been expanded to the DPT, there is a glitch for the PHS-COSTEP program, as the COSTEP is for a maximum of two years and the DPT is for three years. CAPT McGarvey is working with CAPT Nestor, chief therapist of BOP to resolve this issue. It appears that CAPT Furman Director of the OCCFM has been able to research some options to authorize three people to in the program for the full program leading to DPT. The BOP will have to however, fund the COSTEPS with a two years for one year of funding pay back.
3. The Chiropractic Association has approached the Commissioned Corps with a proposal for the Chiropractors to be commissioned as the Health Services Officers. There is a task force of highly capable officers in place, who are diligently evaluating the need and details of this proposal. Primarily very objective evaluation of need vs no need.
4. The Warrant Officers program is on hold at present possibly until the completion of the OMB package. It will possibly resume in fall after the budget approval.
5. The next quad service physical therapist meeting is on June 07, 2004 which CAPT McGarvey usually attends or CDR Michaele Smith represents in his absence.
6. All Chief Professional Officers are meeting with the RADM Beato, the Assistant Secretary for Health and VADM Carmona the Surgeon General on June 07, 2004. The CPO's one day retreat is on July 21-22, 2004 during which many issues will be discussed including the promotion benchmarks.
7. Readiness: It is the goal of the Surgeon General that the whole will at a minimum be ready at the Basic Readiness level. We all need to be readiness qualified, basic, intermediate or advance. Please go to the CCRF website and complete the modules.
8. The physical exams MUST be completed every five years and it is the responsibility of the officer to ensure that a copy of their physical examination is sent to the Medical Assignment Branch.
9. The Surgeon General will be the keynote speaker at the APTA annual conference in Chicago on June 30, 2004. LCDR Shapiro will be his Aide de Camp in Chicago. We are also doing the BMI booth in collaboration with the APTA.
10. Congratulations to all the award recipients here at COA. Thanks to CDR Balash as out going TPAC chair Thanks to CDR Munoz for outstanding effort in organizing the events in Alaska.
11. Transformation news: The implementations of Force Management and restructuring are on hold at present pending the recommendations from the Lewin Group. The permanent directors for the Office of Commissioned Corps Operations (OCCO) and the Office of Commissioned corps Force Management (OCCFM) are CAPT Denise Canton and CAPT Larry Furman respectively, who are anxiously awaiting those recommendations.
12. CAPT McGarvey and CDR Balash submitted a number of Awards for therapists to the CPO Board. The awards were approved by the board but have been on hold somewhere in DC. CAPT McGarvey mentioned it to the SG at the last SG-CPO meeting, who has promised to look into it and help with expediting.
13. CAPT McGarvey thanked everyone who has stepped forward at the last minute to assist at the BMI booth in Alaska.

B. TPAC Chairperson

CDR Balash will in essence of time submit a detailed account of accomplishments in writing for posting on the TPAC Web-Site. She stated that we have accomplished much in these past two years from transformation to new promotion precepts to name a few. She thanked everyone for their cooperation and hard work.

From her meeting CPO-PAC-Chair meeting, which historically has been on the Tuesday before TPAC meeting CDR Balash presented the following:

Concerns about the intra-corps and interagency movement and communication and upon her meeting and discussion with RADM Grimm who is the Director of IHS CDR Balash was informed that Memoranda Of Agreement (MOA's) between the Tribal facilities can now be

written and executed to allow the commissioned officers to be recruited by the Tribal Facilities.

Also what was discussed is the Inter and Intra-agency ease of mobility for the commissioned officers. This will also allow for the Active reservists to backfill at the facilities with sole clinician billets or extra needs on temporary basis.

The therapists working in non-clinical billets should be able to go to clinical sites to perform their clinical hours. At present it is up to the individual to request privileges at a local facility.

CAPT McGarvey discussed centralized Credentialing and privileging for ease of mobility. He is looking to present this concept under the readiness banner. The same is also being discussed at the Quad-service level.

CDR Balash asked therapists to be very familiar with the practice acts of your own professional organization and know the scope of practice. We all must practice within that scope otherwise we may not be covered under the Federal Torts Claims Act.

The Lewin Group will be submitting the Billet assignments that match the profession to OCCFM. A Task Force needs to be established to work with LCDR Ron Keats to evaluate what career pathways match the Billets. We must provide input to the Lewen Group advising them what different professions in the Therapist Category are and how Aud., OT, PT, and SLP function within the Medical Team. CAPT McGarvey informed that CAPT Nestor, Chief Therapist of BOP is very capable and interested in billet restructuring and has worked on this issue with in the BOP. This Task Force will need to work fast to gather information and present a draft structure to the Lewin Group after endorsement by the PAC. CDR Balash will contact CAPT Nestor to develop the task force and proceed on this issue. She thanked everyone who wished to be involved.

CPO Vision statement will be developed by the CPO's during the retreat in July. The PHS Advisory Council has not yet been designated. But once established, they will be working as an advisory group directly to the ASH. Agency Heads will be the members of the Advisory Council. OSG will be represented but the ASH will develop policy. The Surgeon General (SG) is primarily the Field Commander from operations perspective but the SG in not a policy maker.

BOTC: CDR Balash attended BOTC with CAPT Cavanaugh this week. The team presents much information. Primary message given is that the Officers must follow and adhere to the code of conduct of military officers.

Awards: Congratulations to all award recipients.

LT Alexei Dessatoff	Junior Officer of the Year
CDR Goode	Clinician of the Year.
CAPT Charlotte Richards	William Fromherz Award

CDR Balash also was presented with a plaque for her invaluable contributions to the category as TPAC Chair.

There was an outstanding display honoring the Retirees CAPT Bonnie Thornton and CAPT Cahlrotte Richards. Thanks to CDR Goode and her task force for putting it all together.

New action item: The COA 2005 Task Force

Committee reports: (Written Reports attached)

Administrative Committee Report:

LCDR Shapiro briefly presented report: Finance Subcommittee Chair is now LCDR West. Thanks to current COA Task Force and to the TPAC Processes subcommittee.

Professional Development Committee:

CDR Goode presented that the Prof. Development Committee has been very active with Awards, Education, Retirement recognition and the Mentoring Subcommittees. The report is attached.

Information Management Committee:

CDR Siegel has reported that the Website is up to date. Biographies of the two retirees are on the Website.

Inactive reservists roster will now be available with the TPAC Minutes. Many inactive Reserve Therapists are willing to come and help during Summer or other times.

LCDR Figueroa has submitted the Field Rep Report where many therapists are doing wonderful things in the field.

Strategic Planning And Development Committee:

LCDR Melanson presented a list of Therapist Vacancies nationwide (see report attached).

Recruitment: LCDR Dahl attended the Recruitment Meeting and there are approx. 32 therapist applicants in the system.

Strategic Growth: CDR Gaustad conducting regular meeting and the subcommittee is very busy.

COSTEP: LT Stephanie Maxfield is working well on that. The COSTEP Liaison at the OCCO is Steve Hand. Information from the therapists is being solicited from therapists on the schools attended and when etc. so that a database base can be developed.

CAPT McGarvey recommended adding the Duration of the Vacancy and what level of Rank for each those vacancies so that the information can be utilized for evaluation of Critical Need and for officers to assess if the positions fit their career pathways.

Readiness Committee:

In CDR Drinkard's absence, LCDR Shapiro reported that the CCRF Subcommittee continues to develop the readiness manual, we have also received a deployment role from Audiology. OT roles are being developed by CAPT's Parks and Oakley.

CAPT Parks is very involved with the Healthy Lifestyles and the success of the BMI is a good representation of this.

Discipline Liaisons:

Audiology: No Report

Occupational Therapy: CAPT Parks

Physical Therapy: No Report

Speech and Language Pathology: No Report

CAPT McGarvey commended and thanked CDR Balash profusely for her leadership, drive and motivation during her tenure as the TPAC Chair for past two years. A standing ovation was offered to CDR Balash.

JUNIOR OFFICERS:

All junior officers are encouraged to join the Junior Officer list serve:

<http://list.nih.gov/archives/joag.html>

FIELD REPRESENTATIVES REPORTS:

See Field Reports section on web page.

CLOSING ROLL CALL:

MEMBERS:

CDR Nancy Balash	Chair
LCDR Rita Shapiro	Secretary
CAPT Terry Cavanaugh	
CDR Bart Drinkard	
CDR Scott Gaustad	
CDR Lois Goode	
LCDR Michelle Jordan	Proxy CDR Goode
CAPT Linda Hemingway	
LCDR Grant Mead	Not Present
LCDR Mark Melanson	
LCDR Sue Newman	
CAPT Rebecca Parks	
CDR Eric Payne	
CDR Susanne Pickering	
CDR Frank Weaver	Proxy LCDR Shapiro
CDR Jessie Whitehurst-Lief	LCDR Newman

Ex-Officio Member: CAPT McGarvey CPO

GUESTS:

CAPT Bruggeman
CAPT Hurley
CAPT Oakley
CDR Fultz
CDR Hooper
CDR Munoz
CDR Shelton
LCDR Magel
LCDR Manrique
LCDR Weaver
LCDR West
LCDR Woodard
LT Dessatoff
LT Richardson
CDR (Ret) MacAddu
CDR (Ret) Wassen

CONCLUSION: Meeting adjourned at 22:30 Eastern Time

Respectfully Submitted: LCDR Rita Shapiro, TPAC Executive Secretary.
Concur: CDR Nancy Balash, TPAC Chair.
Concur: CAPT Charles McGarvey, CPO Therapist Category.

Attachment A: ADMINISTRATION COMMITTEE REPORT

April 18, 2004

MEMORANDUM:

To: CDR Nancy Balash, Chair, Therapist Professional Advisory Committee
From: LCDR Rita B. Shapiro, Chair, Administrative Committee, TPAC

Subj.: Administrative Committee Report for April 2004

CDR Eric Payne continues to work on updating the Policies and Procedures Manual. A job description for the Category Historian was submitted for inclusion. LCDR Figueroa reported on new accessions that were added to the Category Roster. CDR Fultz has requested that a new Finance Subcommittee Chair be appointed.

Respectfully Submitted

LCDR Rita B. Shapiro

ATTACHMENT B: PROFESSIONAL DEVELOPMENT COMMITTEE REPORT

Memorandum

Date: May 11, 2004

To: CDR Nancy Balash, TPAC, Chair
LCDR Rita Shapiro, TPAC, Executive Secretary

From: CDR Lois Goode, Professional Development Committee, Chair

**Re: Professional Development Committee Report
Therapist Professional Advisory Committee
May 18, 2004 Meeting**

I. Education Subcommittee

Chair: LCDR Corey Dahl

Members: LCDR Tarri Randall, LT Terry Boles, LT Jeff Richardson,
LCDR John Schultz, LT Jeff Richardson,

A. Web page update ongoing.

(Please see the Web site for updated information. Contact LCDR Dahl (cdahl@bop.gov) if interested in attending a course.)

B. New course listing: "US Army Burn and Trauma Course", 9-13 August, 2004. Contact LCDR Dahl if interested.

II. Retirement Recognition Subcommittee

Chair: CDR Lois Goode

Members: LCDR Rita Shapiro, LCDR Sue Newman, and LCDR Julia Woodard

A. Teleconference meetings held 05/04/04.

B. Category Retirees 2004: CAPT Bonnie Thornton and CAPT Charlotte Richards.

C. Budget adjustments to be made by LCDR Sue Newman completed.

D. Award order placed with Executive Impressions by LCDR Shapiro; to be displayed at COA.

E. Retiree Recognition display to be set-up on Category Day by CDR Goode.

F. LCDR Julia Woodard has completed recognition requests and received documents from the Governor's Officer, State Senator and State Legislator Offices, for each Retiree, from their respective Home of Record.

III. Mentoring Subcommittee

Chair: CDR Michaele Smith

Members: CAPT Rebecca Parks

A. Two new pairs of Officers together since 4/12/04.

B. Two mentees waiting to be matched.

C. One mentor renewed his mentoring application.

For those of you new to the program, go to the TPAC website www.cc.nih.rm/pt/tpac.htm, complete and fax the mentoring form to me to be included in the database. The criteria for mentors are also listed on this website. The same process exists for those interested in being mentored.

Page Two: Professional Development Report

IV. Awards Subcommittee:

Chair: CDR Nancy Balash

Members: CDR Scott Gausted, CDR Lois Goode

- A. Selection Subcommittees established according to the established Guidelines:
 - 1. William Fromherz Award is chosen by prior Active Duty Recipients.
 - 2. Clinician of the Year Award chosen by a Selection Subcommittee to include TPAC Chair, CPO and one Category member.
 - 3. Junior Officer of the Year: Selection Subcommittee to include past active duty recipients, TPAC Chair and CPO.
 - 4. Josef Hoog Award to be chosen by a Selection Subcommittee of Researchers and TPAC Chair.
- B. Award Plaques ordered and to be sent to CDR Balash
- C. Presentations to be awarded May 18, 2004 during the Category Luncheon.
- D. Invoices to be sent to the Finance Committee Chair; CDR Fultz for payment through the Henry Jackson Foundation.

V. Therapist CV Format and COER Task Force

Chair: LCDR Michele Jordan

Members: CDR Nancy Balash
LCDR Ron West

CV and CV Cover Sheet Format have been submitted and posted.

No new activity.

This concludes the Professional Development Committee Report. Thank you Subcommittee Chairs for your prompt reporting, and your work on this Professional Development Team!

CDR Lois Goode

ATTACHMENT C: INFO-MANAGEMENT COMMITTEE REPORT

MEMORANDUM

Date: May 16, 2004

From: LCDR Sue Newman, Information Management Committee Chair

To: CDR Nancy Balash, TPAC Chair
LCDR Rita Shapiro, TPAC Secretary

Re: Information Management Subcommittees

- I. Web Page Subcommittee, CDR Karen Siegel, Chair
CDR Siegel reports the category website has been updated:
 - CAPT Charlotte Richards' biography is now posted on the Retiree section
 - February TPAC Minutes is now posted
 - Minor changes and corrections as requested have been done
- II. JOAG, Jeff Richardson, Chair
No report at this time
- III. Historian, CDR Jessie Lief, Chair
No report at this time
- IV. Retired Therapist Subcommittee, Leo LaBranche and Selden Wasson
-An announcement will appear in the May, CC Bulletin for all Therapist Category Retirees to contact Leo LaBranche or Selden Wasson so a list can be generated as a resource for the Therapist Category.
- IV. Inactive Reserve, Alicia Souvignier, Chair
-Requesting all Officers to review the Inactive Roster (attached). If you have information on any inactive officer please contact Ms. Souvignier or have the Inactive Officer contact her to update the roster. Ms. Souvignier is at souvigniera@sanjuancollege.edu or phone #505-566-3424.
-Many Inactive Reservists are willing to do short tours of duty. Inactive reservist work in school systems or per diem so they are able to accommodate short tours of duty to cover for staff vacation, especially in one person stations.
- V. TPAC Field Report, LCDR Liza Figueroa, Coordinator
Refer to report
- VI. Commissioned Officers Association, CAPT Becky Parks, Chair
No report to date

VII. Discipline Liaison

Members: CDR Frank Weaver - Audiologist
CAPT Becky Parks - OT
CDR Michael Smith - PT
Ms. Beth Soloman - SLP

No report to date

ATTACHMENT D: STRATEGIC GROWTH COMMITTEE REPORT

MEMORANDUM

To: LCDR Rita Shapiro, TPAC Secretary

Date: 5/7/04

From: LCDR Mark Melanson, Strategic Growth Chair

PHS Therapist Category Vacancies

IHS

PT	Anchorage, AK	Doug Munoz (907)729-1261
PT	Shiprock, NM	John Hurley (505)368-7100
PT	Nome, AK	Dottie Pinkney (907)443-4525
PT	Yakima, WA	Nancy Balash (509)865-5166
PT	Ft. Defiance, NM	Mike Faz (505)786-6266
Aud.	"	"
PT	Sells, AZ	Rebecca Harry (928)383-7303
PT	ACL San Fidel, NM	(505) 552-5431

BOP

PT	Carswell, TX	Jean Marzen (817)782-4572
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Others

www.cdc.gov/ncipc/default.htm
www.cms.hhs.gov/
www.fda.gov/cdrh/index.html
www.hrsa.gov
www.osophs.dhhs.gov/ophs/

Subcommittee Reports

Recruitment-

- Reports submitted by CDR Weaver and LCDR Dahl
- LCDR Dahl attended his first ARP meeting
- Currently only 6 applicants are boarded and medically cleared all will be called next week.

Strategic Growth

- Non-traditional billet project will be under the TPAC web site
- Conference call was held Apr 29

New Business: Topic: The TBED project requires formal billet descriptions for the non-traditional positions identified.

Action Plan: 1) CDR Gary Shelton and LCDR Kathleen Manrique volunteered to collect the billet descriptions. Once obtained, the information will be inserted with the current TBED data.
2) CDR Eric Payne will speak with CDR Karen Siegel about the construct of the Therapist Web Site and whether a drop-down menu format can be used to disseminate the information.

Topic: Propose to TPAC to change the construct of the Therapist Web Site to follow the "new" design.

All were in agreement and CDR Payne and LCDR Shapiro will research feasibility.

Topic: CDR Gaustad proposed a Phase III to the TBED project. Phase III will incorporate a plan to periodically update the non-traditional billet web site information.

Action Plan 1) CDR Payne recommended and the sub-committee concurred that the Field Rep. Coordinator will query the field reps. and report to the Strategic Growth Sub-committee Chair and ultimately TPAC if there are changes to non-traditional billets.

Topic: New initiatives for the Strategic Growth Sub-committee.

Discussion: CDR Gaustad challenged the group with future initiatives. The function of the SGS is to pursue opportunities for therapists to serve under-served populations and to address initiatives and barriers affecting category growth. CDR Gaustad proposed researching positions for therapists in the National Health Service Corps.

Action Plan: 1) CDR Gaustad and LCDR Manrique will further discuss the topic at COA and address the group at the next meeting.

Retention

Survey in its final form was submitted to CDR Balash.

Upon review of the Officer Locator 2 new officers joined the category under BOP LCDR Melanson provided these names to CDR Michaele Smith and LCDR Liza Figueroa

IHS Scholarships

CDR Martha Duganne has contacted sites so IHS chiefs should be looking at scholarship payback officers first.

COSTEP

LT Stephanie Maxfield is getting info on all officers as to which school they graduated from to recruit for the category.

LCDR Mark Melanson

ATTACHMENT E: READINESS COMMITTEE REPORT

MEMORANDUM

Therapist Category Readiness Committee

Chair: CDR Bart Drinkard

CCRF Sub Committee
Chair: LCDR Rita Shapiro
CDR Suzanne Pickering
LCDR Kathleen Manrique
LCDR Corey Dahl
CDR Matt Taylor
LT Terry Boles

Healthy Lifestyles Sub Committee
Chair: CDR Bart Drinkard
CAPT Becky Parks
CDR Jeff Fultz
CAPT Terry Cavanaugh
CDR Lois Good
CDR Jessie Lief

Date: 28 MAY 2004
To: CDR Nancy Balash, TPAC Chair; LCDR Rita Shapiro, TPAC Secretary
From: CDR Bart Drinkard, TPAC Readiness Committee Chair
Subject: TPAC Readiness Committee Report

CCRF Sub Committee

The CCRF Subcommittee is continuing the revision of the Therapist Category Readiness Manual / Deployment role descriptions. All disciplines in the Therapist Category are involved. A Draft of the revised material is to be submitted to TPAC prior to the next TPAC meeting.

All officers are encouraged to sign up on the CCRF list serve
<http://oep.osophs.dhhs.gov/ccrf/> for updates of current activity and training.

Healthy Lifestyle Sub Committee

The following are highlights of Healthy Lifestyles Sub Committee activity:

- BMI measurement / wellness education was conducted at the 2004 COA meeting in Anchorage. Thank you LCDR Kathleen Manrique who organized the event and to those officers who assisted in this activity.
- BMI measurement / Obesity education (PHS Corps representation) at the 2004 APTA meeting in Chicago, June 29 to July 3.

Respectfully,

CDR Bart Drinkard

ATTACHMENT F: Field Report

May 6, 2004

From: LCDR Liza M Figueroa, TPAC Field Rep Coordinator

To: CDR Nancy Balash, Chair TPAC, LCDR Rita Shapiro, Secretary TPAC

Subject: MAY TPAC FIELD REPORTS

I. Congratulations:

- **IHS AZ**

Phoenix: *LCDR Ron West* assimilated into the Regular Corps

Winslow:

- *WIHCC* just had their AAAHC accreditation review, and passed with commendation on their efforts to provide excellent patient care in an old building with limited space.

- *LCDR Michael LaPlante* received his Board Certification in Clinical Electrophysiology (1 of 12) during the APTA CSM in Nashville.

- **Multi-Agency**

FDA: *LT Terry Boles* was awarded the PHS Unit Commendation in support of Operation Liberty Shield.

- **NIH**

- **Michael Harris Love** successfully defended his thesis and obtained his Doctorate in Health Sciences from the University of Indianapolis. Additionally he has been promoted to the position of Rheumatology Specialist.

- **Susan Robertson** MS,OTR/L,FAOTA received the Clinical Center Director's Award. This award was given in recognition of her commitment and ingenuity in the treatment of Mental Health patients with mood and anxiety disorders.

- **Joseph Shrader** and **CDR Karen Lohmann Siegel** are the 2004 recipients of the Jack Walker Award given by the APTA and the Chattanooga Group Inc for the best article on clinical practice appearing in the journal Physical Therapy in 2003 for their paper "Nonoperative

management of functional hallux limitus in a patient with rheumatoid arthritis”.

- **BOP EAST**

Lexington: FMC Lexington passed the American Correctional Association (ACA) review in April with high ratings

Butner: *LCDR Henry McMillan* is now the Acting Chief of Rehabilitation Services

II. Positions Open:

- **IHS AZ**

Phoenix: 1 PT Assistant position opened

Chinle:

- Chief of PT to be open soon
- Director of Rehab to be opened in approximately one month
- Open OT position to be filled by June 1st by an US ARMY interservice transfer

III. News From the Field:

- **IHS AZ**

Hopi: *LT Jeff Richardson and LT Brian Elza* volunteered to be the CCRF Fitness Test Coordinators

Parker: *LT Joe Golding* is the CCRF Fitness Test Coordinator. He also participated in the Career Fair at Sherman High School in Riverside, CA

Phoenix: The Audiology Department hosted the Annual IHS Audiology Meeting 4/14-4/15

Sells: *LT William Pierce* will be transferring to the Wilma Mankiller Health Center in Stilwell, OK as the Chief Physical Therapist.

Tuba City:

- *Nicole Senecal, PT*, participated in the annual school health fair at the Tuba City High School on 4/8/04. She taught and had students participate on the principles of Pilates
- JCAHO scheduled for 4/28 – 4/30

Winslow:

- *LCDR Mike LaPlante* attended the APTA CSM in Nashville, TN. He is currently the Clinical Electrophysiology Section Secretary. He also returned from his annual lecture at the UNM, where he teaches

NCV/EMG to PT students. Although not officially on a recruiting trip, he was in uniform and generated many questions about the CC and IHS.

- **Multi-Agency**

FDA: *LT Terry Boles* participated in Operation Liberty Shield. In March 2003, the President of the United States declared Operation Liberty Shield as a domestic protection operation through May 2003. The Food and Drug Administration assigned Operation Liberty Shield duties to the field. The Los Angeles District Import Operations Branch was assigned the responsibility of inspecting imported products entering through Southern California and Arizona to detect possible terrorist acts. The collective, superior service of this Unit resulted in the protection of the public's safety in the United States in support of Operation Liberty Shield through the review, inspection, sampling, and interdiction of over 4000 entry lines of foods, dietary supplements, and cosmetics entered for importation into the United States during an eight-week period. This accomplishment resulted in over 250 physical examinations, 50 sample collections resulting in a minimum of eight violative entries discovered in the field. These inspections uncovered 450 lines of Chinese herbal medicines subject to Import Alerts, ginseng laced with ichlorodiphenyltrichloroethane (DDT) and other pesticides, and bulk herbal dietary supplements in sealed containers labeled with warnings not to open, which contained individual finished retail units of Chinese herbal medicines. The collective superior service of all members in the Operation Liberty Shield Unit resulted in affirmative steps in the prevention of terrorist activities, the detection of violative products, and the protection of the public's health by preventing adverse events as a result of preventing violative products entering into U.S. commerce

- **BOP EAST**

Lexington: *CAPT Nestor* has scheduled a BOP retreat at FMC Butner for August 24-26, 2004. The agenda for the training is being developed

Butner: *LT Chris Barrett and LT Artresiah Rogers* will be at the Federal Law Enforcement Training (FLETC) in Glynco, GA during the month of April-May.

IV. Welcome/Farewell:

Welcome:

- **IHS AZ**

Hopi: *Felicia Sekaquaptewa* new PT Aide

Tuba City: *Sarah Pierre, PT joins* the PT Department

- **NIH**

Dwaine Wintz (GS-11) joined the physical therapy staff on April 6, 2004 moving from part-time to full-time status

- **BOP EAST**

Butner: *LT Artresiah Rogers, DPT*, started working in March. She joins *LT Chris Barrett, DPT*, who started in January.

Farewell to: None Reported

V. Presentations:

- **NIH**

Cintas H: Consensus Conference on Osteogenesis Imperfecta; Kennedy Krieger Institute/ Johns Hopkins University, Baltimore MD, March 2004.

Kepple T, Nelson K, **Siegel K**, Stanhope S: Measuring the Sources of Deformation of a Dynamic Ankle Foot Orthosis during Gait. Gait and Clinical Movement Analysis Society 2004 Annual Meeting, Lexington, KY. April 2004. Poster.

Liao G, **Croarkin E**, **Parks R**, Danoff J, Berman A, Swain S. Test-retest reliability and convergent validity of three assessments of neuropathy for patients with metastatic breast cancer. Combined Sections Meeting APTA, February 2004. Poster

Parks R, **Cintas H**, Chou M, Gerber L: Brief Assessment of Motor Function: Content Validity of the Fine Motor Scale. 2004 COA Annual Meeting, Anchorage, AK, May 2004.

Smith M: Pediatric HIV: The Past, Present and the Future. Combined Sections Meeting, APTA. Nashville, TN. February, 2004.

Popovich JM, **Shrader JA**, Gracey CG, Danoff JV, Gerber LH. Measurement of Navicular Drop in Patients with Rheumatoid Arthritis: Interrater and Intrarater Reliability. Combined Sections, APTA. Nashville, TN. February 2004. Poster.

Ruppert M, **Croarkin E**, Joe G, Danoff J, Fojo A, Gerber L. A Comparison of Semmes-Weinstein Monofilaments with the Neurometer (Current Perception Threshold) Device. Combined Sections Meeting APTA, February 2004. Poster

VI. Publications:

- **NIH**

Siegel KL, Kepple TK, Stanhope SJ: Joint moment control of mechanical energy flow during normal gait. Gait and Posture 19(1):69-75, 2004.

Siegel KL, Hicks JE, Koziol DE, Gerber LH, Rider LG: Walking ability and its relationship to lower extremity muscle strength in children with idiopathic

inflammatory myopathies. Archives of Physical Medicine and Rehabilitation 85(5):767-771, 2004.

Weise M, Mehler S, **Drinkard B**, Rawson E, Charmandari E, Hiroi M, Eisenhofer G, Yanovski J, Chrousos G, Merke D: Patients with classic congenital adrenal hyperplasia have decreased epinephrine reserve and defective glucose elevation in response to high intensity exercise. J Clin Endocrinol Metab. 89: 591-597, 2004.

VII. Current Research: None Reported

VIII. Future Agenda Items to Consider:

Additions/ Changes to the category roster are:

Sarah Pierre: sarah.pierre@tcimc.ihc.gov

LT Jill Tillman: jtillman@bop.gov

LT David Engelman: dengelman@bop.gov

Dwaine Wintz: dwintz@cc.nih.gov

SPECIAL ATTACHMENT: G

**USPHS Inactive Reserve Officers
Therapy Category**

Deleted prior to posting on web due to inclusion of sensitive information.