

THERAPIST PROFESSIONAL ADVISORY COMMITTEE MEETING MINUTES

27 OCTOBER 2006



Therapist Professional Advisory Committee		
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TPAC MEMBERS	AGENCY	EMAIL	Phone#
CAPT Michelle Hooper	IHS	Michelle.hooper@mail.ihs.gov	580-353-0350
CDR Scott Gaustad	BOP	Scott.gaustad@ihs.gov	928-338-3610/3649
CDR Liza Figueroa	IHS	Liza.Figueroa@pimc.ihs.gov	602-263-1200
CDR Michelle Jordan	HRSA	mjordan@hrsa.gov	301-443-2602
CDR Rita Shapiro	USCG	rita.b.shapiro@uscg.mil	202-475-5182
LCDR Terry Boles	IHS	Terry.Boles@ihs.gov	480-829-7396
LCDR Mike Faz	IHS	Mike.faz@fdih.ihs.gov	928-729-8805
LCDR Laura Grogan	OSOPHS	Laura.grogan@osophs.dhhs.gov	303-844-7849
LCDR Fred Lief	BOP	flief@bop.gov	859-255-6812x5362
LCDR Henry McMillan	BOP	hmcmillan@bop.gov	919-575-3900
LCDR Tarri Randall	IHS	tarri.randall@mail.ihs.gov	928-339-3610
LCDR Jeff Richardson	IHS	jeff.richardson@mail.ihs.gov	928-475-7369
LCDR Jon Schultz	BOP	but0207@bop.gov	919-575-3900
LCDR Alicia Souvignier	IHS	Alicia.souvignier@ihs.gov	505-368-7105

FIELD REPRESENTATIVE	AGENCY	EMAIL	Phone#
LCDR Jodi Tanzillo	Field Rep. Coordinator	jodi.tanzillo@ihs.gov	(505) 368-7100
LT Kieu-Phuong Vu	NIH	vuk@cc.nih.gov	(301) 451-7567
LCDR Maria Bacilio	CMHS	MLBacilio@yahoo.com	(202) 645-7610
LCDR Cindy Carter	IHS Multi-site	cindy.carter@mail.ihs.gov	(918) 458-3260
LCDR Justin Feola	BOP West	ifeola@bop.gov	(417) 837-1738
LT Doug Henry	BOP East	D2henry@bop.gov	(919) 575-3900
LCDR Robert Roe	IHS NW-AK	robert.roe@ihs.gov	(406) 745-3525
LT Matthew Daab	IHS-NM	Matthew.daab@ihs.gov	(505) 786-6266
LCDR Joseph Golding	IHS AZ	joseph.golding@mail.ihs.gov	(602) 263-1561
LT Ayanna Hill	Multi-Agency	Ayanna.hill@fda.hhs.gov	(301) 594-3090

**THERAPIST PROFESSIONAL ADVISORY COMMITTEE
MEETING AGENDA
27 Oct 2006
1200 EDT**

- | | | | |
|------|---|-----------------------|-----------|
| I. | CALL TO ORDER | CDR O'Neill-Manrique | 1200 |
| II. | REVIEW AND ADOPTION OF AGENDA | CDR O'Neill-Manrique | 1205 |
| III. | REVIEW AND ADOPTION OF PREVIOUS
TPAC MINUTE | CDR O'Neill-Manrique | 1210 |
| IV. | GUEST SPEAKER
CDR Diane Hanner- Promotion Preparation
Division of Commission Corps Training and Career Development | | 1210-1240 |
| V. | REPORTS | | |
| | A. CHIEF PROFESSIONAL OFFICER | CAPT McGARVEY/ KO'N-M | 1240-1300 |
| | B. TPAC CHAIR | CDR O'Neill-Manrique | 1300-1310 |
| | C. * ADMINISTRATION COMMITTEE CHAIR | LCDR DAHL | 1310-1320 |
| | D. * INFORMATION MANAGEMENT CHAIR | CDR FIGUEROA | 1320-1330 |
| | FIELD REP COORDINATOR | LCDR TANZILLO | 1330-1340 |
| | E. * READINESS COMMITTEE CHAIR | CDR SHAPIRO | 1340-1350 |
| | F. * STRATEGIC PLANNING AND
DEVELOPMENT COMMITTEE | LCDR BOLES | 1350-1400 |
| | G. * PROFESSIONAL DEVELOPMENT CHAIR | LCDR RANDALL | 1400-1410 |
| | H. * THERAPIST CATEGORY LIAISON | | 1410-1420 |
| V. | OLD BUSINESS | | |
| | A. Action Item | | |
| | 1. Billet Description Task force | CDR Fultz | 1420-1430 |
| | 2. Legal Issues/Federal Gov't Therapist | CDR Figueroa | 1430-1435 |
| VI. | NEW BUSINESS | | |
| | A. Action Items | | |
| | 1. Update Policy and Procedure Manual-
Special assignment award / Activity tracking log | LCDR Richardson | 1435-1445 |
| | 2. Task Force for Core Clinical
Competencies /Career Pathways | CDR O'Neill-Manrique | 1445-1450 |
| | 3. Task Force- Pay
Incentive, Retention, Accession, Hardship | CDR O'Neill-Manrique | 1450-1455 |
| VII. | OPEN FORUM FOR DISCUSSION | TPAC CATEGORY | 1455-1500 |
| VII. | ADJOURN | | |

Therapist Professional Advisory Committee Meeting Minutes

Date: 27 October 2006

Time: 12:00- 1400 hours EDT

Location: Teleconference

I. CALL TO ORDER: 12:00 PM EDT

Roll Call:

<u>MEMBERS</u>	<u>TITLE/PROXY</u>	<u>AGENCY/OPDIV</u>
CDR Kathleen Manrique	Chair	IHS
LCDR Corey Dahl	Secretary	OS
CAPT Michelle Hooper	LCDR Dahl	IHS
CDR Liza Figueroa		IHS
CDR Scott Gaustad		IHS
CDR Michelle Jordan	LCDR Randall	HRSA
CDR Rita Shapiro		USCG
LCDR Terry Boles	CDR Figueroa	IHS
LCDR Mike Faz		IHS
LCDR Fred Lief		BOP
LCDR Laura Grogan		OSOPHS
LCDR Henry McMillan		BOP
LCDR Tarri Randall		IHS
LCDR Jeff Richardson		IHS
LCDR Jon Schultz		BOP
LCDR Alicia Souvignier		IHS
Ex-Officio Member:		
CAPT McGarvey	CPO	NIH

<u>GUESTS</u>	<u>AGENCY/OPDIV</u>
CAPT Terry Cavanaugh	IHS
CAPT Rebecca Parks	NIH
CAPT Suzanne Pickering	CDC
CAPT Karen Seigel	NIH
CDR Nancy Balash	IHS
CDR Sue Newman	USDA
CDR Ron West	IHS
LCDR Michelle Baker	BOP
LCDR Andra Battocchio	IHS
LCDR David Byrne	NIOSH
LCDR Jim Cower	IHS
LCDR Jessica Feda	BOP
LCDR Justin Feola	BOP
LCDR Joe Golding	IHS
LCDR Ernestine Higdon	IHS
LCDR Lorrie Murdoch	IHS
LCDR Barbara Werito	IHS
LCDR Woolridge	IHS
LT Brian Elza	IHS
LT Karen Kilman	IHS
LT Scott Mitchell	IHS
LT Darren Orgel	IHS
LT Thomas Schroeder	IHS
LT Delana Westman-Berry	IHS
LT Dawn Dineyazhe	IHS
LTJG Carlos Estevez	IHS
LTJG Heidi Fisher	IHS

II. REVIEW AND ADOPTION OF AGENDA:

The agenda was reviewed and adopted with a motion by CDR Shapiro and seconded by CDR Figueroa.

III. REVIEW AND ADOPTION OF PREVIOUS TPAC MINUTES:

August 2006 meeting minutes were provided and approved via e-mail to all TPAC members. Minutes were posted to TPAC Web site in September 2006. The August 2006 meeting minutes were adopted by acclamation.

IV. GUEST SPEAKER(S): CDR Hanner, OCCO, DCCTCD

CDR Diane Hanner discussed promotion preparation:

- CDR Hanner stated officers need to stay current with all requirements. Officers should place all documents needed for promotion in their eOPF by 31 December (the earlier, the better).
- The COER needs to be to the reviewing officer by 6 November and to OCCO by 20 November. Check your eOPF on 21 November for your COER.
- The next BOTC occurs 28 November.
- Officers need to log on to the OFRD web site every three months.
- Complete a one year Report of Medical History and update before your previous report expires. The report needs to be valid at the time of promotion effective date.
- Frequently review the asked question section on the CCMIS web site.
- Ask your agency liaison, PAC, and mentor for assistance and council.
- Check the TPAC web site for promotion benchmarks.
- CDR Hanner stated you should not have a missing COER, missing officer statement, out of date CV or out of date license. Officers are required to be basic ready and have a NACI security clearance as well.
- The Officer Statement should be presented in a clear and concise format.

Q & A: CDR Balash asked about NACI documentation. CDR Hanner stated the NACI is located in the pink section of your eOPF. A new NACI is required every ten years.

CDR Gaustad asked where the readiness checklist is located. CDR Hanner reported it is on the OFRD web site.

LCDR Richardson asked about documentation for immunizations. Documents submitted should contain the medical center letterhead and provider's signature/stamp.

V. REPORTS

A. CPO Report: CAPT McGarvey was not present. CDR O'Neill-Manrique presented his report.

- CAPT Dean Coppola, OCCO, is the new JOAG advisor.
- Thirty officers were selected to profile in local papers for Commissioned Corps promotion/visibility.
- The Surgeon General's call to action on underage drinking will be released in late November or early December.
- The new call-to-active-duty system is initially limited to USA Jobs.
- Deputy Secretary Azur has requested documentation from each Agency on the use of Commissioned Corps officers through 2008.
- RADM Furman, Director, OCCO, noted five percent of current Corps officers do not have a current license.
- The policy on readiness is still in the process of being approved. The FMRB is still pending.
- OCCFM is creating management plan work groups. Working policy integrated groups will look at policy before implementation. Officers are encouraged to contact their agency liaison if interested in participating.

- RADM Babb has been designated the new Regional Health Administrator for the Kansas City, MO region. His vacated OFRD position is now open.
- The CPO board is working with the Jr. COSTEP program.
- Time commitment by officers being discussed.

Q & A: CDR Balash asked about the Congressional review of NIH Corps officers. CDR O'Neill-Manrique was unable to provide additional information.

B. TPAC Chair Report

- Nothing to report.

(Committee reports provided as attachments C – G)

C. Administration Committee: LCDR Dahl deferred to the committee report.

D. Information Management Committee: CDR Figueroa stated the TPAC web site has been updated. LCDR Feda is the new JOAG category representative. Historian CDR Whitehouse-Lief reported the grant request from the Commissioned Officer Foundation has been secured. A meeting is being held in November to develop the Commissioned Corps web site. LCDR Tanzillo is investigating the possibility of having a category list-serve.

E. Readiness Committee: CDR Shapiro reported the Therapist Category readiness level is currently 73.7 percent. Some officers are not basic ready because they have not logged on to the OFRD web site within three months or selected a deployment role. LCDR Golding is the new Healthy Lifestyle Chair. The Readiness Committee and Dietitian Category have submitted an article on the fit-for-life section. CDR Shapiro clarified the differences between the deployment tiers: tier one and tier two officers have supervisor pre-approval. Therefore, when called, these officers will deploy. Tier three officer's supervisors have been notified but still need approval prior to deployment.

F. Strategic Growth Committee: LCDR Boles deferred to his report but stated he is seeking volunteers to chair subcommittees.

G. Professional Development Committee: LCDR Randall reported the Education Subcommittee is working on an advanced practice web page. Publication citations should be sent to LCDR Feda. LCDR Feda is also compiling information on category specialty certifications. Please send information on your specialty certifications, including certification number, to LCDR Feda. The Awards Subcommittee has asked to have officers begin thinking about category awards. Please refer to the TPAC web site for award specifics. LCDR Randall stated the category benchmarks have been updated. The CV summary sheet is being revisited while the CV format is being discussed. LCDR Randall reminded officers that readiness waivers may be granted before delivery or post-partum.

H. Therapist Category Liaison: No report.

VI. OLD BUSINESS

Billet Description Task Force: CDR Fultz reported the task force met several times with representatives from each discipline. It is attempting to account for the transformation process during its work. The task force is looking at the fifty-eight therapist category billets on the web site. Most have been reviewed. The clinical specialist billets have been discussed as well. The task force goal is to complete its work and recommendation before the December TPAC meeting.

Legal Issues/Federal Government Therapist: CDR Figueroa stated the task force has not met. She is asking for an occupational therapist and audiologist to volunteer to investigate their clinical scope of practice. The task force will attempt to look into scope of practice and standardize

across agencies. No current document states officers are protected under the law. An attempt will be made to provide a document so basic privileges are available wherever officers work. Would like to put the task force on hold until this topic is discussed at the Navajo Chiefs Meeting on November 15

VII. NEW BUSINESS

Update Policy and Procedure Manual- Special Assignment Award/Activity Tracking Log: LCDR Richardson recommended changes to the TPAC policy and procedures to ensure the TPAC Chair has responsibility for the special assignment award given to PAC members. A special assignment activity log has been created to help PAC members document attendance and participation which can be confirmed by the TPAC Chair. As of now, only PAC members shall be awarded the special assignment award for thirty days of PAC participation. Under the new process, the appointment letter must be submitted with the log to confirm participation and work for the PAC. The documented days of work do not need to be consecutive days and two or more hours a day equals a day of work for the PAC. A motion to approve the changes to the TPAC policy and procedures was made by LCDR Richardson. CDR Shapiro seconded the motion. The motion passed by acclamation.

Task Force for Core Clinical Competencies/Career Pathways: CDR O'Neill-Manrique stated the task force will account for the four functional categories: clinical, public health, mental health, and research. It will amend the current career pathway document to include the functional categories. LCDR William Pearce and LCDR Jim Cowher are co-chairs. Task force members include LCDR Michelle Baker, LCDR Tarri Randall, LCDR Alicia Souvignier, and LCDR Henry McMillan. CDR Jeff Fultz is an ad-hoc member to liaison with the Billet Review Task Force. The task force will be placed under the Strategic Planning and Development Committee.

Special Pay Task Force: CDR Shapiro will chair a task force to investigate the special pay for purposes of retention, accession, hardship, and clinical specialty. CAPT Rebecca Parks, LCDR Henry McMillan, LCDR Andra Battocchio, LCDR Michelle Baker are members.

VIII. OPEN FORUM – None.

JUNIOR OFFICERS: All junior officers are encouraged to join the Junior Officer List serve:

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

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

CONCLUSION: Meeting adjourned at 1400 Eastern Time

Next TPAC meeting: December 2006; call in number: 1-888-381-8510, pass code 87222.

Respectfully Submitted: LCDR Corey Dahl, TPAC Executive Secretary
Concur: CDR Kathleen O'Neill-Manrique, TPAC Chair
Concur: CAPT Charles McGarvey, CPO Therapist Category

ATTACHMENT A: ADMINISTRATION COMMITTEE REPORT

ATTACHMENT B: PROFESSIONAL DEVELOPMENT COMMITTEE REPORT

ATTACHMENT C: INFORMATION MANAGEMENT COMMITTEE REPORT

ATTACHMENT D: STRATEGIC GROWTH COMMITTEE REPORT

ATTACHMENT E: READINESS COMMITTEE REPORT

ATTACHMENT A: ADMINISTRATION COMMITTEE REPORT

MEMORANDUM

TO: CDR KATHLEEN O'NEILL MANRIQUE, TPAC CHAIR
FROM: LCDR COREY DAHL, ADMINISTRATION COMMITTEE CHAIR
DATE: 10/27/06
RE: ADMINISTRATION COMMITTEE REPORT, OCTOBER, 2006

Finance Subcommittee Report, CDR Ron West, Chair.

Finance Sub-committee Members:

CDR Ron West, Chair ron.west@pimc.ihs.gov

LCDR Jeff Richardson jeff.richardson@mail.ihs.gov

Nothing to report.

TPAC Process Subcommittee, CAPT Rebecca Parks, Chair

Nothing to report.

COA Meeting Task Force

Nothing to report.

Member Elections Task Force

Nothing to report.

ATTACHMENT B: PROFESSIONAL DEVELOPMENT COMMITTEE REPORT

DATE: October 20, 2006

TO: CDR Kathleen O'Neill-Manrique, TPAC Chair
LCDR Corey Dahl, TPAC Executive Secretary

FROM: LCDR Tarri Randall, Professional Development Committee, Chair

SUBJECT: Professional Development Committee Report
Therapist Professional Advisory Committee
October 27, 2006

Education Subcommittee:

Chair: LCDR Jessica Feda Secondary Chair: LT Felipe Zamarron

Members: LCDR Jeff Richardson, LCDR Jon Schultz, LT Brian Elza, LCDR Jeff Lawrence, LTJG Carlos Estevez, LT Dean Trombley, LCDR Henry McMillan

- An "Advanced Practices" page is nearly complete to post on the TPAC webpage under the Education Subcommittee area. It will include specialization information, our category's research contributions, course postings with participant feedback, evidence-based web links, critically appraised topics/journal articles, and presentation postings. We truly believe this page can be a useful forum for PHS therapists to utilize and participate in to aid each other in development of their clinical knowledge, progress in evidence-based practice, and share information useful to other therapists.

For the upcoming page addition, we need some additional information:

1. If therapists have published research that may not have made it to the TPAC meeting minutes as it was performed prior to the officer joining the PHS. We need to know. Please send any additional research citations to LCDR Jessica Feda at jfeda@bop.gov. We will include the citation on the Education Subcommittee page.
 2. We are also collating the names of therapist category officers who possess specialty certification(s). If you have a specialty certification, please send your name, rank, and certification (i.e. OCS, GCS) to LCDR Feda at jfeda@bop.gov.
- EMG/NCV course has been postponed due to lack of participants.
 - Education postings continue on the TPAC website. Future courses pending in 2007:
 1. **US Air Force Neuromusculoskeletal Evaluator Course** (Air Force)
Date: 12-23 March 2007
Location: Wilford Hall Medical Center, Lackland AFB, San Antonio
 2. **Management of Combat Stress Casualties**
Date: TBA (Spring 2007)
 3. **Joint Operational Deployment Course** (US Army)
Date: 15-20 April 2007

(If interested in any of the above courses, please contact LCDR Jessica Feda at jfeda@bop.gov)

Mentoring Subcommittee:

Chair: CDR Michaele Smith

Members: CAPT Rebecca Parks, LCDR Schultz

- Three groups have been paired this quarter. There is 1 mentor waiting to be paired with a mentee. Civil service individuals can participate as well. Also if they are already mentoring a person they may request that person to mentor, but I must have them in the data base. All mentees are encouraged to become mentors!!!
- All matched pairs receive written acknowledgement of participation after one year in the program. Some persons continue on after that, others mature and dissolve the partnership.

Awards Subcommittee:

Chair: CDR Nancy Balash

Members: CDR Scott Gaustad, CAPT Lois Goode

- Resubmitted request to CAPT Gil Rose regarding the special assignment ribbons put in while CDR Nancy Balash was TPAC chair (The awards still have not been received.)
- The timetable to begin the awards cycle is fast approaching. Begin thinking about the Therapist Category Awards.

Promotion Preparation Committee:

Chair: CDR Michele Jordan

Members: CDR Nancy Balash, CDR Ron West, CDR Kathleen O'Neill-Manrique, CDR Jesse Whitehurst-Lief

- Reviewed and edited Therapist Benchmarks for 2007 (which were approved by CAPT McGarvey, and is now on the website)
- Are currently revising the CV summary sheet and CV format so that the CV is aligned with the Benchmark headings.
- Are also modifying a promotion checklist, adopted from the EHO PAC, to provide as a tool to assist officers in preparing for either permanent or temporary promotion.

Retirement Recognition Subcommittee:

Chair: CDR Jesse Whitehurst-Lief

Members: CDR Rita Shapiro, CDR Sue Newman, CDR Ron West, CDR Jean Bradley, CAPT Lois Goode

- The retirement subcommittee is working on the initial preparation for the 2007 retirement recognition at the Cincinnati COA meeting. Our first meeting will be Oct. 24th at 10:30 EST. We will be working closely with the therapy category COA planning committee.

Career Development Committee – OCCO

LCDR Tarri Randall, CDR Michelle Jordan- Alternate

Joint Career Development Subcommittee Goal 4 Workshop Group has been working on compiling a list of training and education websites for each agency.

ATTACHMENT C: INFORMATION MANAGEMENT COMMITTEE REPORT

October 20, 2006

To: CDR Kathleen O'Neill-Manrique, TPAC Chair
LCDR Corey Dahl, TPAC Secretary

From: CDR Liza Figueroa, TPAC Information Management Chair

Re: TPAC INFORMATION MANAGEMENT REPORT OCTOBER 2006

I. WEB PAGE SUBCOMMITTEE, CAPT Karen Siegel, Chair

The following information has been added or updated to the Therapist's Category Web page since last report:

- posted JOAG newsletter
- updated OFRD info
- posted updated vacancy reports for Aug and Sep
- updated educational listing x4
- two links to public health training opportunities on CDC websites have been added to the education website
- posted old minutes from late 90's
- updated field rep listing
- posted Aug field report
- posted Aug TPAC minutes
- updated COA planning chairs
- updated retirement recognition chair
- posted call for new strategic growth chair
- request for nominees for the Healthy Lifestyles Subcommittee Chair has been posted in the time sensitive section.

I have no update on the plan to migrate PHS websites to a common server at OCCFM since my last report.

The main site is at <http://www.cc.nih.gov/rm/pt/pathways.htm>

II. JOAG Liaison, LCDR Jessica Feda, Chair

The incoming JOAG voting members and executive leadership held a planning meeting on September 8, 2006. LCDR Thomas Pryor is the new JOAG Chair.

The Junior Officer Advisory Group (JOAG) is a public health professional group under the Office of the Surgeon General, whose purpose is to provide advice and consultation interests and concerns specific to junior officers in the USPHS Commissioned Corps.

JOAG has been and continues to be involved in transformation workgroups and proceedings.

JOAG general membership is highly encouraged to all junior officers (O-4 and below) to aid in continued evolution and promotion of the USPHS Commissioned Corps and is a unique opportunity for junior officers to provide a voice while learning about the Corps happenings via current events and information dissemination.

To join the JOAG list serve: <https://list.nih.gov/archives/joag.html> and click on “Join or leave the list”.

JOAG committees are currently in need of new members. To learn more about JOAG committees and their vision, please go to: <http://www.joag.org/committees.html>

The next JOAG meeting will be held on October 13, 2006 from 1300-1500 EST. Call in number: 888-322-1791 and Passcode: 83301. After October’s meeting, the next JOAG meeting will be held on the second Friday of the month in December from 1300-1500 EST.

III. HISTORIAN, CDR Jessie Whitehurst-Lief, Chair

The grant request from the Commissioned Officers Foundation for the Therapy Category History website was secured. CDR Whitehurst-Lief will be meeting with the USPHS Historian in Rockville, MD., on November 8, 2006 to discuss and plan the development of the website. We will be collaborating with the Pharmacy Category on this project.

IV. RETIRED THERAPIST SUBCOMMITTEE, CAPT (ret.) Leo LaBranche and CDR (ret.) Selden Wasson

-Nothing to report

V. INACTIVE RESERVE, LCDR Alicia Souvignier, Chair

-Nothing reported

VI. COMMISSIONED OFFICERS ASSOCIATION, CAPT Suzanne Pickering

- Nothing reported

VII. FIELD REPRESENTATIVE COORDINATOR REPORT/CATEGORY ROSTER SUBCOMMITTEE CHAIR, LCDR Jodi Tanzillo

I. Positions Open/Anticipated Openings:

- **IHS AZ**

CHINLE:

One Staff Audiologist

Contact *LCDR Andra Battocchio*, PT - 928-674-7225

One Staff Physical Therapist

Contact *LT Matt Armentano*, PT

928-674-7553

TUBA CITY:

Two PT Clinical Specialists (O-5/6)

Contact *LCDR Jim Cowher*, PT

928-283-2659

One Staff OT

One Staff SLP

Contact *Annie O'Connor*, SLP

928-283-2593

• **IHS MULTI-SITE**

Hastings Indian Medical Center:

Tahlequah, OK 74464

One Staff PT

Contact *LCDR Cindy Carter*

918-458-3260

• **IHS NM**

NNMC:

One Staff PT

Contact *LCDR Lorrie Murdoch or LCDR Joe Strunce*

505-368-7100

• **BOP WEST**

FMC Rochester- PTA Position open

FMC Carswell- PT Position open

FMC Butner-OT Position open

Tucson, Terminal Island, and Terre Haute- Care level 3 facilities that still have openings for a PT

Contact *CDR Jean Bradley*, MSPT, GCS, BOP Chief Therapist

817-782-4572 phone/817-782-4502 fax

• **Multi-Agency**

FDA/CDRH/Staff College, Rockville, MD

Training Specialist

Contact *Jackie Woodward* - 240-276-0935

II. Congratulations:

- **IHS Multi-Site**

Choctaw Nation Health Care Center

Ms. Susan Abeyta, PT, Rehab Director at the Choctaw Nation Health Care Center was the recipient of the IHS Employee Rehab Services Award for the Oklahoma Area September 2006.

- **BOP West**

FMC Rochester

LCDR Fedra received the PHS Commendation Medal for her dedicated and highly skilled service while at Rochester.

CDR Eric Payne, LCDR Jessica Fedra, and LT Felipe Zamarron all received the Crisis Response Service Award for their roles in the Hurricane Katrina/Rita response.

- **Multi-Agency**

HRSA, HIV/AIDS Bureau - *CDR Michelle Jordan* was awarded the PHS Achievement Medal for exemplary performance of duty.

III. News From the Field:

- **IHS AZ**

Parker

LCDR Joe Golding participated as the point of coordinator/organizer of the Parker Indian Health Center Departments for the Colorado River Indian Tribes' Health Fair Oct 5, 2006.

Phoenix

CDR Liza Figueroa attended the American Academy of Pain Management Conference, Oct 7-10, 2006, meeting qualifications and is eligible to sit for the Board Certification.

Tuba City

LTJG Heidi Fisher attended and completed the Col. Doug Kersey Course.

- **IHS NM**

NNMC

Thanks to the entire Rehab Department for making PT Month a success with a huge community outreach event where we were able to give away 200 pedometers. Good Job!

Crownpoint

PT Dept will be celebrating PT Month with a PT Open House on October 25th. This will include a PT trivia contest, balance testing, grip strength testing, and education.

- **BOP West**

FMC Rochester

All three therapists have enrolled in transitional doctorate programs in their respective fields. *CDR Payne and LCDR Feda* are scheduled to graduate from the US Army-Baylor University tDPT program while *LT Zamarron* is scheduled to complete his tOTD in approximately 2.5-3 years.

- **Multi-Agency**

OPHS - *LCDR Laura M. Grogan* had the privilege to serve as Aide-de-Camp for ADM Agwunobi, Assistant Secretary of Health while in Denver speaking to a USDA conference. ADM Agwunobi is now the proud owner of a Therapy and Dietary coin.

IV. Welcome/ Farewell:

Welcome:

- **IHS AZ**

Whiteriver

The Whiteriver Service Unit welcomes *CDR Scott Gaustad!* Welcome to the team!

Farewell:

- **BOP West**

USMCFP Springfield

CDR Scott Gaustad has left the BOP and taken a position with IHS at Whiteriver, AZ.

- **IHS AZ**

Chinle

Audiologist *Richard Corn* has departed Chinle Service Unit

V. Presentations:

- **Multi-Agency**

HRSA, HIV/AIDS Bureau - *CAPT Ivana Williams* presented “Hurricanes Katrina and Rita and their effect on Ryan White CARE Act grantees” during the August 2006 RWCA All Grantee Meeting in Washington, DC.

VI. Deployments:

- **IHS NM**

Santa Fe

Santa Fe Service Unit is authorizing only 3rd Tier Deployment participation due to limited staffing of facility.

VIII. DISCIPLINE LIASIONS

CAPT Michelle Hooper – Aud.

-Nothing reported

CAPT Rebecca Parks – OT

-Nothing reported

Ms. Beth Soloman – SLP

-Nothing reported

CDR Michaele Smith – PT

Last Quad service meeting was hosted at the Walter Reed Army Medical Center (WRAMC) on 9/27/06. Waiting for the minutes to be released.

ATTACHMENT D: STRATEGIC PLANNING and DEVELOPMENT COMMITTEE REPORT

MEMORANDUM

To: LCDR Corey Dahl, TPAC Secretary
 CDR Kathleen O'Neill-Manrique, TPAC Chair

Date: 10/27/06

From: LCDR Terry Boles, Strategic Planning and Development Chair

PHS Therapists category Vacancies

IHS	Duty Location	POC
Home Health PT	ANCHORAGE, AK Alaska Native Med Center	DOUG MUNOZ (907) 729-1261 dmunoz@anmc.org
STAFF PT	ANCHORAGE, AK South Central Regional Office	LARISSA LUCA (907) 729-4999
PT DIRECTOR	BETHEL, AK Yukon Kuskokwim Hospital	DAVID FRIDAY 1-800 – 478-8905-EXT 3 DAVID_FRIDAY@YKHC.ORG
CHIEF PT	JUNEAU, AK SEARHC Medical Center	LCDR JEFF LAWRENCE (907) 462-6682 JEFFREY.LAWRENCE@SEARHC.ORG or CAPT TERRY CAVANAUGH (907) 966-8312 TERRY.CAVANAUGH@SEARHC.ORG
STAFF PT	KOZEBUE, AK Manilaq Health Center	PAT SAMMARTINO (HUMAN RESOURES) (907) 442-3321
STAFF PT	SITKA, AK Mt Edgecomb Hospital	CAPT TERRY CAVANAUGH (907) 966-8312 TERRY.CAVANAUGH@SEARHC.ORG

CHIEF AUDIOLOGIST	SITKA, AK Mt Edgecomb Hospital	CAPT TERRY CAVANAUGH (907) 966-8312 TERRY.CAVANAUGH@SEARC.ORG Dr JERRY AINSWORTH (907) 966-8366 JERRY.AINSWORTH@SEARHC.OR
STAFF PT	CHINLE, AZ	LT MATT ARMENTANO (928) 674-7223 Matthew.Armentano@ihs.gov or Andra.battocchio@chinle.ihs.gov
STAFF PT	FORT DEFIANCE, AZ FT. Defiance Indian Medical Center	LCDR MIKE FAZ Mike.faz@ihs.gov
CHIEF PT and/or OT * Tribal Position	SANTA ROSA, AZ Archie Hendricks Skilled Nursing Facility	Ms CAROLE DENE GARCIA (520) 361-1800 Cgarcia@toltc.org or Mr. LEE OLITZKY (520) 444-4109 Lolitzky@toltc.org
STAFF OT	TUBA CITY, AZ	ANN O'CONNOR (928) 283-2594 ANN.O'CONNOR@TCIMC.IHS.GOV
STAFF PT	TUBA CITY, AZ Tuba City Indian Medical Center	JAMES COWHER (928) 283-2659 JAMES.COWER@TCIMC.IHS.GOV
2 - PT CLINICAL SPECIALISTS (0-5)	TUBA CITY, AZ Tuba City Indian Medical Center	JAMES COWHER (928) 283-2659 JAMES.COWER@TCIMC.IHS.GOV
STAFF SPEECH LANGUAGE PATHOLOGIST	TUBA CITY, AZ	ANN O'CONNOR (928) 283-2594 ANN.O'CONNOR@TCIMC.IHS.GOV
STAFF PT	CROW AGENCY, MT PHS Indian Hospital	CURTIS BRIEN CURTIS.BRIEN@IHS.GOV
STAFF PT	LAMEDEER, MT	JENNIFER ALLIES

	PHS Indian Health Center	JENNIFER.ALLIES@MAIL.IHS.GOV
CHIEF PT	GALLUP, NM Gallup Indian Med Center	LCDR BARBARA WERITO (505) 722-1505 BARBARA.WERITO@GIMC.IHS.GOV
STAFF PT	SHIPROCK, NM Northern Navajo Medical Center	LCDR JOSEPH STRUNCE (505) 368-7118 JOSEPH.STRUNCE@IHS.GOV
STAFF PT	TAHLEQUAH, OK W.W. Hastings Indian Hospital	LCDR CINDY CARTER (918) 458-3260 CINDY.CARTER@MAIL.IHS.GOV
STAFF PT	CRANDON, WI Forest County Potawatomi Health and Wellness Center	CHRIS SKAGGS (715) 478-4340 CHRIS@FPCPOTAWATOMI.COM
STAFF PT	ONEDIA, WI Onedia Community Health Center	KATRINA ELIZONDO (920) 869-4814
BOP	Duty Location	POC
CHIEF PT (05)	Tucson, AZ FCC Tucson	Christopher Lamb (520) 574-7109 clamb@bop.gov or CDR Jean Bradley (817) 782-4572 JEBRADLEY@BOP.GOV
CHIEF PT (05)	Terminal Island, CA FCI Terminal Island	CDR Jean Bradley (817) 782-4572 JEBRADLEY@BOP.GOV
CHIEF PT (05)	Terra Haute, IN FCC	CDR Jean Bradley (817) 782-4572 JEBRADLEY@BOP.GOV
STAFF OT (02-04)	Butner, NC FMC Butner	CDR Jean Bradley (817) 782-4572 JEBRADLEY@BOP.GOV
PT CLINICAL SPECIALIST (0-5)	Ft Worth, TX FMC Carswell	CDR Jean Bradley (817) 782-4572 JEBRADLEY@BOP.GOV
Multi-Agency	Duty Location	POC

BOP	Forest City, AR FCC Forest City Position: Asst. Health Services Administrator	Pamela Walker (870) 494-4200, ext.4218 pwalker@bop.gov Vacancy Announcement Number: BOP-FOR-AHSA-061406-01
HHS-OS (0-7 Billet)	Washington, DC Senior Advisor, Emergency Readiness, OFRD	FedEx to RADM Robert Williams, Chief of Staff, Parklawn Building, Room 18-67, 5600 Fishers Lane, Rockville, MD 20857 by COB November 6, 2006 (Applicants should submit a curriculum vitae and a cover letter, to include a list of three references that can attest to the officer's management skills, leadership, ethics, and communication skills)
HHS-OPEO	Washington, DC Logistics Management Specialist (Team Leader)	Anne Morazzano-Teeter (202) 690-7816 Anne.MorazzanoTeeter@hhs.gov
HHS-OPEO	Washington, DC Telecommunications Specialist (Team Leader)	Anne Morazzano-Teeter (202) 690-7816 Anne.MorazzanoTeeter@hhs.gov
HHS-OPEO	Washington, DC Logistics Support Specialist	Anne Morazzano-Teeter (202) 690-7816 Anne.MorazzanoTeeter@hhs.gov
HHS-OPEO	Washington, DC Telecommunications Specialist	Anne Morazzano-Teeter (202) 690-7816 Anne.MorazzanoTeeter@hhs.gov
HHS	Washington, DC Senior Program Analyst (Team Leader)	Ann Knebel (202) 205-5129 Ann.Knebel@hhs.gov
HHS	Washington, DC Program Analyst	Ann Knebel (202) 205-5129 Ann.Knebel@hhs.gov
HHS	VARIOUS Regional Emergency Coordinator (REC)	Erin Fowler (202) 205-5128 Erin.Fowler@hhs.gov
HHS	VARIOUS Regional Emergency Coordinator (Supervisory Field Leader)	Erin Fowler (202) 205-5128 Erin.Fowler@hhs.gov
HHS	Washington, DC	Erin Fowler (202) 205-5128

	Regional Emergency Coordinator for the National Capital Region	Erin.Fowler@hhs.gov
PHS OCCO		POC
PHS Details and Special Assignments		PHS Detail Project Officer, DCCA, OCCO (240) 453-6006 <hr/> <i>* For possible assignments listed below, contact the PHS Detail Project Officer as well as the POC listed for the job announcement.</i>

Partial listing of web sites for vacancy announcements:

<https://jobs.quickhire.com/scripts/FSIS.exe/>
www.usphs.gov/html/other_federal_jobs.html
dcp.psc.gov/VATS/rept_select.htm
www.cdc.gov/ncipc/default.htm
www.fda.gov/jobs/default.htm
www.cms.hhs.gov
www.hrsa.gov
 PT- 0633 OT – 0631 SLP – 0665 Aud - 0665

Recruitment Subcommittee

Chair: LCDR Alicia Souvignier

Members:

Open Business: Monthly updates of therapists vacancies listed on the TPAC website.

Closed Business:

New Business: OCCO Category Liaison for TPAC has PCSd with no replacement identified. LCDR Corey Dahl can assist in a limited fashion, since the duties have been divided amongst several officers in the office, until a replacement reports aboard.

Strategic Growth Subcommittee

Chair: Vacant

Members:

Open Business: Continuing work on a staffing formula for therapists in IHS with the aim to reflect appropriate number of staff to population ratios.

Closed Business:

New Business:

- Officers interested in Chairing the **Strategic Growth Subcommittee** please send your interests/qualifications to LCDR Terry Boles.

Retention Subcommittee

Chair: LCDR James Cowher

Members: CDR Mark Melanson
LT Doug Fiorentino

Open Business: Subcommittee continues effort in creating a new retention survey to include transformational interest.

Closed Business:

New Business: Nothing new to report.

COSTEP Subcommittee

Chair: LCDR William Pearce

Members:

Open Business:

Closed Business:

New Business: Nothing new to report.

Long Term Training Subcommittee

Chair: LT Ayanna Hill

Members: LCDR Teshara Bouie

Open Business:

Closed Business:

New Business: Nothing new to report.

IHS Scholarship Subcommittee

Chair: LT Toni Donahoo

Members:

Open Business: Continuing dialogue with 2005 PT graduates and 2006 PT graduates regarding job placement. In total, of the six original scholarship recipients, one has been placed and the five remaining need licensure and/or job placement.

- Two scholarship recipients have failed their licensure exam; one recipient failed the test twice.
- One scholarship recipient has been licensed in Arizona since 07/25/06, and is waiting out a position in the Tucson/Phoenix area. The Scholarship Branch plans to place this scholarship recipient in default.
- One scholarship recipient is looking in the Albuquerque area for a PT position. Has a temporary NM license, expires 11/22/06.
- One scholarship recipient is taking the licensure exam this month, and has visited Tuba City and Sacaton.

Closed Business: One scholarship recipient has been placed at Turtle Mountain, ND school system

New Business: Nothing new to report.

Appointment Standards Subcommittee

Chair: CDR Jessie Whitehurst-Lief

Members: CDR Rita Shapiro

CDR Mercedes Benitez-McCrary

CDR Frank Weaver

LCDR Teshara Bouie

Open Business: The TPAC appointment standards recommendations sent up by the original task group in October, 2005 and later revised is still pending approval at DCP level.

New Business: Nothing new to report.

ATTACHMENT E: READINESS COMMITTEE REPORT

TPAC READINESS COMMITTEE

Rita B. Shapiro, MA, PT
CDR, USPHS
Chair, TPAC Readiness Committee/OFRD Subcommittee
2100 Second Street, SW
Room 5314
Washington, DC 20593
Office: 202-475-5182
Mobile: 240-401-8776
Email: rita.b.shapiro@uscg.mil



October 25, 2006

From: CDR Rita B. Shapiro, Readiness Committee Chair
To: CDR Kathleen O'Neill-Manrique, TPAC Chair
LCDR Corey Dahl, TPAC, Executive Secretary

Subject: Readiness Committee Report for October 2006

Readiness: The therapist category basic readiness status as of October 16, 2007 is 73.7%. Way to go! Those who are not basic ready qualified mostly are missing only one or two items like license update, one immunization etc. We have a few new officers recently accessed to the category who have about six months to complete the process. However, a few veteran officers, still have not logged into the OFRD website to even select a deployment role.

Basic Life Support (BLS) Please complete the Basic Life Support per the new guidelines as outlined by the American Heart Association (AHA). Please go to the AHA website to view the new requirements at:

<http://www.americanheart.org/downloadable/heart/1132621842912Winter2005.pdf>

Healthy Lifestyles Subcommittee: Chair, LCDR Joseph Golding, Parker, AZ
Readiness Committee welcomes LCDR Joe Golding (IHS) and LT Doug Fiorentino (BOP) to our team of dedicated officers working to promote health and fitness of the therapist category.

CDR Shapiro recently submitted an article to the CC Bulletin for the "Fit for duty Fit for Life" section that is being managed by the Dietician category. The article should appear in the next bulletin. We will be sending wellness/fitness type informative articles on a regular basis from now on. If anyone has any ideas please forward requests to CDR Shapiro at rita.b.shapiro@uscg.mil and copy to LCDR Golding (Joseph.Golding@ihs.gov) and LT Fiorentino (dfiorentino@bop.gov).