



U.S. PUBLIC HEALTH SERVICE
Pharmacist Professional Advisory Committee
Department of Health and Human Services

Minutes of Meeting
04 December 2008
Surgeon General's Conference Room
Parklawn Building
1300-1430

Members Present:

In Rockville:

CDR Patricia Garvey (Chair), FDA-Rockville, MD
CAPT Scott Giberson (Vice-Chair), IHS-Rockville, MD
CDR Beth Fabian Fritsch, FDA-Rockville, MD

CDR Mary Kremzner, FDA-Rockville, MD

Via Telephone:

RADM Robert Pittman (CPO), IHS-Rockville, MD
CAPT Lia Prela, CMS-Baltimore, MD
CAPT Matthew Tarosky, FDA-Rockville, MD
CDR Christine Chung, DHS-El Centro, CA
CDR Jonathan Dando, IHS-Cherokee, NC
CDR Richard DeCederfelt, NIH-Bethesda, MD
CDR Jennifer Fan, SAMHSA-Rockville, MD
CDR G. Brent Hobbs, IHS-Whiteriver, AZ
CDR Michael Shiber, BOP-Washington, DC
CDR Edward Stein, IHS-Phoenix, AZ
CDR Nate Yale, IHS-Gallup, NM

LCDR Michael Crockett, BOP-Pollock, LA
LCDR James Czarzasty, DHS-New London, CT
LCDR Gregory Davis, OS-Rockville, MD (alternate
for LCDR Joseph Zagame)
LCDR Cynthia Gunderson, IHS-Fort Totten, ND
LCDR Jeff Mallette, BOP-Pensacola, FL
LCDR Violette Ganoë, (Ex-Officio), BOP-Bradford, PA
LCDR Lori Hall (JOAG), CDC-Atlanta, GA
LCDR Peter Diak (Executive Secretary), FDA-
Silver Spring, MD

Members Absent:

CDR Josephine Lyght, HRSA-Rockville, MD
LCDR Joseph Zagame, OS-Rockville, MD - excused; alternate present

Guests:

CAPT Walter Holt, CDC-Atlanta, GA
CAPT Stewart Jorgensen, IHS-Schurz, NV
CAPT Alice Knoben, FDA-Rockville, MD
CAPT (Ret.) Mike Montello
CAPT Sharon Thoma, FDA-Minneapolis, MN
CDR William Bender, FDA-Silver Spring, MD
CDR Bradley Bishop, IHS-Tucson, AZ
CDR Lori Cantin, FDA-Silver Spring, MD
CDR Terrie Crescenzi, FDA-Rockville, MD
CDR Michelle Dillahunt, FDA-Rockville, MD
CDR Kenneth Hill, HRSA-Seattle, WA
CDR Larry Lim, FDA-Silver Spring, MD
CDR Steven Mazzella, FDA-Rockville, MD*
CDR Laura Pincock, FDA-Silver Spring, MD
CDR James Saunders, FDA-Silver Spring, MD
CDR Brenda Stodart, FDA-Silver Spring, MD

CDR Jacqueline Thomas, CDC-Atlanta, GA
CDR Peter Vermilyea, IHS-Winslow, AZ
CDR Teresa Watkins, FDA-Rockville, MD
LCDR Rebecca DeCastro, CMS-Baltimore, MD
LCDR Ida-Lina Diak, FDA-Silver Spring, MD
LCDR Matthew Dionne, FDA-Denver, CO
LCDR Jefferson Fredey, OS-Rockville, MD
LCDR Cedric Guyton, IHS-Tucson, AZ
LCDR Thomas Hincliffe, FDA-Rockville, MD
LCDR Timothy Jetton, FDA-Rockville, MD
LCDR Craig Kiester, FDA-Rockville, MD
LCDR Christina Lee, FDA-Rockville, MD
LCDR William Meyers, BOP-Memphis, TN
LCDR Kristen Miller, FDA-Silver Spring, MD
LCDR Ryan Nguyen, FDA-Rockville, MD
LCDR Keith Olin, FDA-Silver Spring, MD

LCDR Amy Rubin, IHS-Canton, OK
LCDR Sonny Saini, FDA-Silver Spring, MD
LCDR Jeanne Skanchy, FDA-Rockville, MD
LCDR Christina Thompson, FDA-Rockville, MD
LT Shannon Hill, FDA-Rockville, MD
LT Shary Jones, CMS-Baltimore, MD
LT Liatte Krueger, BOP-Rochester, MN

LT Cicely Reese, FDA-Rockville, MD
LT Stephanie Victor, FDA-Silver Spring, MD
LT Yvette Waples, FDA-Rockville, MD
LT Chris Wheeler, FDA-Silver Spring, MD
LT Jasmyn Zachery, SAMHSA-Washington, DC
Richie Odigie - IHS student – OCPS*
Ogochukwn Umejei - IHS student – Univ. of MD*

* Guests present in the Surgeon General's Conference Room- Rockville, MD

**** New Procedures for PharmPAC Meetings:** Meetings will be streamlined and are scheduled to be 90 minutes in duration from 1300 to 1430 EST on the first Thursday of each month. The oral roll call for guests attending the meeting has been eliminated. Guests attending the meeting are requested to email their rank, name, agency, and location (city and state) to the PharmPAC Executive Secretary at peter.diak@fda.hhs.gov to validate attendance.

Call to Order: CDR Patricia Garvey (patricia.garvey@fda.hhs.gov)

- CDR Patricia Garvey called the December 2008 Pharmacist Professional Advisory Committee (PharmPAC) meeting to order
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Audio Recording of the PharmPAC Meetings: CDR Patricia Garvey

- The meetings will continue to be audio recorded; however, the recordings are not able to be posted on the PharmPAC website because of 508 compliance issues
 - An audio recording of the meeting can be requested by emailing CDR Mike Shiber at MJShiber@bop.gov
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Acceptance of 06 Nov 2008 PharmPAC Meeting Minutes: CDR Patricia Garvey

- Minutes from the 06 November 2008 PharmPAC meeting were accepted with no edits via motion from CDR Mary Kremzner with a second from CAPT Scott Giberson
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CPO Report: RADM Robert Pittman

- **American Military Surgeons of the United States Annual Meeting - Nov. 9-13, 2008**
 - Both the AMSUS Meeting and the PHS Leadership forum were a great success
 - The PHS officer attendance was much greater than in previous years and the PHS planning committee did an outstanding job
 - RADM Pittman thanked all those who participated in the program development
- **American Society of Health System Pharmacists Meeting – Dec. 7-11, 2008**
 - The ASHP Midyear Clinical Meeting will take place in Orlando, Florida
 - The federal forum this year will focus on the treatment of Post Traumatic Stress Disorder
 - Both IHS and OCCO will have booths in the exhibit hall to recruit pharmacists and pharmacy residents for PHS
- **Assimilation Update**
 - No new information is available
 - The 2009 Regular Corps Assimilation Boards have been temporarily suspended

- Officers should continue to submit their applications to the Regular Corps under the current policy until 1 February 2009
- For officers up for promotion to the Temporary Grade O-4, the application for assimilation meets the PY 2009 promotion benchmark
- The Corps leadership is working on increasing the 2,800 officer ceiling for the Regular Corps (requires action from Congress)
- The promotion benchmark for 2010 related to Assimilation may need to be revisited

Section Lead Comments:

Administration → CDR Mary Kremzner (Mary.kremzner@fda.hhs.gov) / CDR Jennifer Fan (Jennifer.Fan@SAMHSA.hhs.gov)

- **Responder of the Year – CDR Kremzner**
 - Deadline for nominations is December 7, 2008 - more details available at <http://www.hhs.gov/pharmacy/award2.html>
 - Zero nominations have been submitted as of December 4, 2008
 - This award recognizes a pharmacist (commissioned corps, civil service, or temporary federalized responder) that has provided outstanding emergency preparedness, disaster response, and contributions to national or international public health threats within the past 12 months
 - Anyone who has had an impact on public health within the past 12 months is encouraged to submit their nomination to CDR Kremzner - mary.kremzner@fda.hhs.gov
- **Liaison Reports – CAPT Holt** (Please see attachment for entire report)
 - **American Pharmacists Association (APhA)** - Early registration is now open for registration and housing - Annual Meeting will be held April 3–6, 2009 in San Antonio
 - **Petition to Recognize Ambulatory Care Pharmacy as a Specialty** – ACCP, APhA, and ASHP have jointly submitted a petition to the Board of Pharmaceutical Specialties
 - **ASHP** - Waives membership dues for members affected by Hurricane Ike
 - **ASHP to FDA**- ASHP is opposed to the practice of home stockpiling of antivirals for pandemic influenza and encouraged the distribution of these medications by public health entities when needed
 - **Drug Topics** – Wal-Mart pharmacy will be opening inside of the pharmacy school at West Virginia University

Communication → CDR Richard DeCederfelt (rdecederfe@nih.gov) / CDR Josephine Lyght (Jlyght@hrsa.gov)

- **Public Health Pharmacy Work Group – CDR DeCederfelt**
 - CDR John Quinn helped organize approximately 35 officers during National Pharmacy Week to distribute public health information at the FDA White Oak campus
 - Information was also disseminated in October for breast cancer awareness month
 - Individual officers have hosted events and presented public health topics at local schools
 - Awards have been given to recognize the officers who have assisted in the workgroup's many efforts
 - A call for additional volunteers will be announced as future events are planned

Recruitment (see attachment) → LCDR Jeff Mallette (jxmallette@bop.gov) / LCDR Joe Zagame (joseph.zagame@hhs.gov)

- **University Point of Contact (UPOC) – LCDR Mallette**
 - Officers are reminded to log in their activities on the website: www.phspharmacist.org
 - UPOC is a vital tool in the recruiting of students early in their education
 - The goal is to have on campus recruiting activities at every pharmacy school
 - UPOC can coordinate these activities and does not need to be present at each one
 - UPOC program is an excellent avenue for officers to get involved in recruiting and have their efforts recognized

- **Associate Recruiter Program (ARP) - LCDR Mallette**
 - Anticipated opening in February 2009 for a lead position for an existing pharmacy category associate recruiter
 - Lock-out for new participants wanting to join the ARP has been ongoing for over a year – consider joining the UPOC program

- **American Society of Health System Pharmacists (ASHP) Meeting – LCDR Mallette**
 - Recruitment booth for the USPHS will be on display
 - Officers attending the meeting may stop by the booth and volunteer
 - Dec 7-11, 2008 in Orlando, FL

- **HHS Referral Bonus Award Program – LCDR Mallette**
 - Draft HHS policy currently under review for comments – sanctioned by OPM
 - Comments due by December 10, 2008
 - Objective is to enhance recruitment of external applicants for hard to fill positions
 - Awards will be granted to referring HHS employees at discretion of management, not an entitlement
 - Commissioned Corps are currently excluded due to the interpretation of “employee”
 - Clarity needed to determine if civil service employees will be awarded referral bonus for referring a CC officer
 - Army currently has a program that pays a \$2,000 referral bonus to Army officers
 - Background information and a draft letter supporting the inclusion of the CC will be sent out by LCDR Mallette to the PharmPAC members for review
 - Comments will be shared at next month’s PharmPAC meeting

Career Development → CDR Michael Shiber (MJShiber@bop.gov) / CDR Nate Yale (nate.yale@ihs.gov)

- **Promotion Reminders - CDR Shiber**
 - Deadline to add to your eOPF for PY 2009 is December 31, 2008
 - Officers should review their PIR, OS, and update their CV
 - Make sure ROS is included in eOPF if eligible for promotion in PY 2009
 - Check to see that COER is complete
 - License needs to be up to date
 - Five year physical and annual medical history must be current
 - Readiness status needs to be kept current through 2009 – double check when your PPD needs to be updated and BLS expires – maintain basic readiness status!!!
 - Deadline for flu shot is December 31, 2008
 - Vaccinations should be current with both the medical affairs branch and OFRD
 - Mentorship is available through the Career Development section

- **Pharmacist Readiness Training Program (PRTTP) Presentation (See attached presentation) – CAPT (Ret.) Mike Montello / CDR Laura Pincock**
 - Increase and enhance the readiness and preparedness skills of all PHS pharmacists
 - Provide a model for other PHS categories and civilians
 - Category specific pharmacy competencies
 - Must identify pharmacist roles and competencies before we build a curriculum

- Readiness Pharmacists must consider ‘Crisis Factors’
- Important topics such as funding and time still need to be addressed
- Volunteers needed to infuse the PRTP with new ideas and leadership
- Agenda item for business meeting on January 8, 2009

USPHS Scientific & Training Symposium → LCDR Craig Kiester

- On-line room reservation is now available on the COA website
- COA Symposium is scheduled for June 1 - 4, 2009 in Atlanta, GA
- Category day will be Tuesday June 2nd
- Surgeon General’s run/walk will take place on Wednesday June 3rd
- Speakers need to submit presentations and bio information by the December 15, 2008 deadline

Agency and JOAG Reports → CDR Patricia Garvey (patricia.garvey@fda.hhs.gov)

- See attachments - no new highlights reported during meeting
- Please send reports to CDR Garvey and they will be distributed by email

PharmPAC Chair Report → CDR Patricia Garvey (patricia.garvey@fda.hhs.gov)

- CDR Garvey summarized three documents that the PharmPAC members were asked to review and provide comments on, during the month of November, to the Office of the Surgeon General and the Office of Commissioned Corps Force Management
- The 1st document reviewed was the **Global Health Campaign Model**
 - Outlines the creation of and eligibility requirements for a Global Health Campaign Medal set for Commissioned Corps Officers who are participating in global health missions
 - The PharmPAC supports this document
 - Recommended adding the ability to receive DoD interservice awards such as the DoD humanitarian Award
- The 2nd document reviewed was the **Inter-Service Transfer Policy**
 - Updates the policies and regulations of inter-service transfers
 - Document does not address the Regular Corps ceiling cap of 2,800 officers
 - In 2005, the Ronald Reagan National Defense Act made all active duty DoD officers into Regular Corps officers – does not apply to USPHS officers
 - Recommended increasing the Regular Corps ceiling for the Commissioned Corps
- The 3rd document reviewed was the **Uniform Regulation Policy**
 - Aligns uniform policy with the U.S. Navy
 - Recommended that the current 19 separate uniform documents for the USPHS be consolidated into one document for simplicity
- Establishment of pharmacy school at USUHS
 - Overwhelming response with over 50 officers volunteering for the working group
 - Officers who volunteered will be queried about their skills and interests; subgroups will be formed based on expertise
 - CDR Ed Stein will be leading the working group
 - Updates will be provided at the January meeting for goals and a timeline
- Immunization of federal employees by PHS immunizing pharmacists

- Classified as a **Training** and not as a deployment due to the events being restricted to one category (pharmacy)
 - OFRD needs to have official procedures established for all deployments – must be inclusive of other categories to be classified as a deployment
 - Pharmacists participating in this training are encouraged to include it in their CV
 - Expanding immunization activities outside of federal sites may cause liability concerns for pharmacists
- Update on the COER format changes for year 2009 – CAPT Scott Giberson (Vice-Chair)
 - Completely new format revealed for the COER in 2009
 - Eliminates both Attachment I and II
 - Grading scale will be changed from A-E to 1-7
 - Addition of a comment box for each question that the officer is rated on - both the Officer and the Rater provides comments related to each question
 - Questions appear to be similar (17-18 questions)
 - Expanded PMAP questions – PMAP is not yet a requirement but it appears there is support for elements of the PMAP to be used in the Corps evaluation process
 - ROS and OS will still be viable tools to display an officer's duties and accomplishments
 - Comments are still being accepted but major changes to the new format are unlikely to occur this late in the game
 - New format is planned to be released in January 2009

The meeting was adjourned @ 1430 by motion from CAPT Scott Giberson and second from CAPT Matthew Tarosky

Next Meeting Date:

08 January 2008, from 1300 to 1430 EST, Surgeon General's Conference Room; Agenda and call-in information will be distributed prior to the meeting

Useful Links and Contact Info:

- ◆ Emails: PharmPAC@list.nih.gov
PHS-Pharmacists@list.nih.gov
PHS-RX-JOBS@list.nih.gov
PHS-Rx-Students@list.nih.gov
- ◆ Listservs: PHS Pharmacists <https://list.nih.gov/archives/phs-pharmacists.html>
 PHS Rx Students <https://list.nih.gov/archives/phs-rx-students.html>
 OFRD <https://list.nih.gov/archives/ccrf.html>
 RPh Job Vacancies <https://list.nih.gov/archives/phs-rx-jobs.html>
 CCMIS <https://list.nih.gov/archives/ccinformation-I.html>
 CC Vacancies <https://list.nih.gov/archives/ccvacancies-I.html>
 PHS Immunizing Pharmacists <https://list.nih.gov/archives/phs-immunizing-pharm.html>
- ◆ Websites: PharmPAC <http://hhs.gov/pharmacy>
 CCMIS <http://dcp.psc.gov>
 USPHS <http://www.usphs.gov>
 OFRD <http://oep.osophs.dhhs.gov/ccrf>

--Respectfully Submitted,

_____/_____
LCDR Peter Diak, Executive Secretary

Date

_____/_____
CDR Patricia Garvey, Chair

Date

_____/_____
RADM Robert E. Pittman, CPO

Date

Attachments:

- 1. Chief Pharmacy Officer Report**
- 2. Commissioned Corps Fact Sheet**
- 3. USPHS Pharmacist Readiness Training Program (PRTTP) Presentation Slides**
- 4. PRTTP Proposal**
- 5. PRTTP Roles**
- 6. Recruitment Section Report**
- 7. Liaison Officers Report**
- 8. FDA Report**
- 9. HRSA Report**
- 10. JOAG Report**