

8 August 2000

POLICY DIRECTIVE ON MEDICAL STUDENT OUTSIDE ACTIVITIES

Medical schools students at this University receive full military pay and allowances while attending school. For this and other reasons the parent Service of each student expects that a student's primary emphasis and full attention will be focused on their studies at USUHS. Accordingly the following policy is established regarding outside activities.

For purposes of this Directive outside activity is defined as any non- federal government activity that involves compensation¹ (employment), relates to the service member's military duty (to include attendance in a regular course of study at other educational institutions) or significantly impacts on the student's time. The general definition of employment may be found in DoD Directive 5500.7-R, the Joint Ethics Regulation. Any questions as to whether a particular activity falls within this Directive should be addressed to the Brigade Legal Officer. Courses which are completed in a relatively short time are exempt from this Directive. (An example of this would be a short computer course taken over a weekend end or during a couple of evenings at a local computer training center.) While the university encourages students to volunteer and be active in the local community, we expect students to know their limits and not let this interfere with their studies.

Any activity deemed to be an outside activity for the purpose of this Directive must be approved before the student is authorized to engage in the activity. While each request will be evaluated on its own merits as a general rule activities which involve compensation will not be approved.

The process for seeking approval of outside activities is as follows:

The student will obtain a USUHS Form 1004 from the Service Commander's Office. The completed form will be staffed through the Service Commander and the Commandant. Should they recommend approval the request will be reviewed by the Brigade Legal Officer to ensure compliance with the Joint Ethics Regulation. Final action will be taken by the Brigade Commander.

¹ Note – no federal employee may be paid twice for work done in their official capacity. Therefore activity which involves compensation other than your regular salary must be pre-approved.