



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS UNITED STATES AIR FORCE  
WASHINGTON DC

MEMORANDUM FOR SEE DISTRIBUTION

MAR 25 2003

FROM: HQ USAF/SG  
110 Luke Avenue, Room 400  
Bolling AFB, DC 20032-7050

SUBJECT: Instructions to Assist in Administering Smallpox Vaccination to Members of the Public Health Service Commissioned Corps Readiness Force

The U.S Surgeon General has requested the military Services' assistance in administering smallpox vaccination to approximately 1,100 members of the Public Health Service (PHS) Commissioned Corps Readiness Force (CCRF). In response to this request, I direct MTFs to administer smallpox vaccinations to authorized PHS CCRF members who present for vaccination.

Those CCRF members authorized to receive smallpox vaccination will contact local MTFs to ensure that the vaccination is available, schedule an appointment, and present themselves with written authorization from the Assistant US SG, CCRF Director, and PHS-731, International Certificates of Vaccination. CCRF members eligible for smallpox vaccination must receive education and screening prior to vaccination. Follow the AF Smallpox Vaccination Implementation Plan for guidance on education, administrative, and medical issues associated with vaccination.

CCRF functions are equivalent to our stage 1b personnel (i.e., vaccinator cadres and smallpox medical teams). Therefore, post-vaccination procedure should include evaluation of vaccination take and appropriate care of vaccination site. Document vaccination and take in AFCITA and PHS-731.

CCRF members and their family members are eligible to receive direct medical care in the Military Health Services System (MHSS). MTFs should provide care to CCRF members and their beneficiaries in the event of a vaccination-associated adverse reaction. Instructions for billing and disposition of copies of medical records can be found in AFH 41-114, MHSS Matrix.

My POC for this issue is Major Mylene Huynh, AFMOA/SGZP, 110 Luke Avenue, Room 405, Bolling AFB, DC 20032-7050, DSN 297-4260, e-mail: [mylene.huynh@pentagon.af.mil](mailto:mylene.huynh@pentagon.af.mil).

A handwritten signature in black ink, appearing to read "G. Peach Taylor, Jr.", written over a horizontal line.

GEORGE PEACH TAYLOR, JR.  
Lieutenant General, USAF, MC, CFS  
Surgeon General

cc:  
US Assistant SG, CCRF Director

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