



Department of Defense INSTRUCTION

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ASD(HA)

SUBJECT: Joint Medical Executive Skills Development Program

- References: (a) [DoD Directive 5136.1](#), "Assistant Secretary of Defense for Health Affairs," May 27, 1994
- (b) Department of Defense Appropriations Act, Fiscal Year 1999, Public Law 105-262, Section 8052 (and similar subsequent year Appropriations Acts general provisions).
- (c) National Defense Authorization Act for Fiscal Year 1997, Public Law 104-106, Section 715.
- (d) Deputy Secretary of Defense Memorandum, "Administrative Skills for Command of Medical Facilities," December 18, 1991
- (e) through (h), see enclosure 1

1. PURPOSE

This Instruction:

1.1. Establishes policy and assigns responsibilities under references (a), through (h) for matters related to the preparation and assignment of military officers as commanders of DoD military treatment facilities (MTF) and TRICARE lead agents. This Instruction formalizes and continues the Joint Medical Executive Skills Development Program (JMESDP) within the Military Health System (MHS).

1.2. Redesignates the DASD(HOP) as the Chair of the Joint Medical Executive Skills Development Group (JMESDG) which is separately chartered to guide the JMESDP (reference (g)).

1.3. Redesignates the Secretary of the Army as the DoD Executive Agent for the JMESDP, reconfirming reference (f).

1.4. In accordance with paragraph 5.3, the Army through the Army Medical Department Center and School (AMEDDC&S) is the Executive Agent for the JMESDP.

2. APPLICABILITY

This Instruction applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Inspector General of the Department of Defense (IG, DoD), the Uniformed Services University of the Health Sciences (USUHS), the Defense Agencies, and the DoD Field Activities (hereafter referred to collectively as "the DoD Components").

3. GLOSSARY

Terms used in this Instruction are explained in enclosure 2.

4. POLICY

The following is MHS policy:

4.1. The MHS will prepare officers to be MTF commanders and TRICARE lead agents through a progressive series of career enhancing duty assignments and educational experiences to develop leadership skills and professional competencies. The Military Departments will implement this policy within the context of their individual medical department personnel management policies and systems.

4.2. MTF commanders and lead agents will be selected in accordance with Military Department policies except that funds appropriated to DoD may not be used to fill these positions unless the prospective candidate has validated experience or can demonstrate professional administrative skills necessary to successfully perform the requisite functions.

4.3. The Executive Skills Core Curriculum, reference (h), describes the competencies and behavioral statements determined to be necessary for performance as a lead agent or MTF commander.

4.4. The JMESDP is the MHS program for improving the planning and the processes that enable medical department officers to gain and demonstrate Executive Skills competencies.

5. RESPONSIBILITIES

5.1. The Assistant Secretary of Defense for Health Affairs shall:

5.1.1. Establish policy in Section 4., and maintain policy direction over and assure effective implementation of the JMESDP.

5.1.2. Ensure title 10, U.S.C. requirements regarding the preparation of MTF commanders and lead agents are met.

5.2. The Heads of the DoD Components shall:

5.2.1. Administer the policy in Section 4., above.

5.2.2. Recommend policy changes to this Directive to the ASD(HA).

5.3. The Secretary of the Army (through the AMEDDC&S), as the DoD Executive Agent for the JMESDP, shall:

5.3.1. Manage the JMESDP through the Virtual Military Health Institute (VMHI) and report to the JMESDG as scheduled.

5.3.2. Program, budget, and finance the work of the JMESDP through the Defense Health Program (DHP) except for the pay, allowances, and permanent change of station travel of military personnel members who are the responsibility of the Military Department. Costs for temporary duty travel for students and staff to attend training and meetings regarding the JMESDP will normally be the responsibility of the sponsoring service.

5.3.3. Maintain the JMESDP and program artifacts in support of the MHS and the service medical departments.

5.4. The DASD(HOP), as the Chair of the JMESDG, shall:

5.4.1. Schedule and conduct meetings of the Joint Medical Executive Skills Development Group periodically as is necessary to guide the JMESDP.

5.4.2. Act as the DoD proponent for this issuance, and for official JMESDP reports that are necessary to be sent outside the Department.

6. EFFECTIVE DATE

This Instruction is effective immediately.


Dr. Sue Bailey

Enclosures - 2

- E1. References, continued
- E2. Glossary

E1. ENCLOSURE 1

REFERENCES, continued

- (e) Inspector General Memorandum, "Evaluation of Executive Medical Evaluation Programs for Military Medical Treatment Facility Commanders," June 22, 1993
- (f) AASD(HA) Memorandum, "Executive Skills Training for Prospective Military Treatment Facility (MTF) Commanders," August 26, 1993
- (g) Charter, Joint Medical Executive Skills Development Group, April 3, 1996
- (h) Executive Skills Core Curriculum, current edition.

E2. ENCLOSURE 2

GLOSSARY

- E2.1.1. AMEDDC&S - Army Medical Department Center and School
- E2.1.2. DASD(HOP) - Deputy Assistant Secretary of Defense, Health Operations Policy
- E2.1.3. DHP - Defense Health Program
- E2.1.4. JMESDG - Joint Medical Executive Skills Development Group
- E2.1.5. JMESDP - Joint Medical Executive Skills Development Program
- E2.1.6. MHS - Military Health System
- E2.1.7. MTF - medical treatment facility
- E2.1.8. USUHS - Uniformed Services University of the Health Sciences
- E2.1.9. VMHI - Virtual Military Health Institute