

Dear Colleague:

The Department of Health and Human Services (DHHS) is seeking recommendations of qualified individuals for appointment to the Advisory Committee on Training in Primary Care Medicine and Dentistry (Advisory Committee). The Advisory Committee is authorized by sections 222 (42 U.S.C. 217a) and 749 (42 U.S.C. 2931) of the Public Health Service (PHS) Act, as amended by section 5103(d) and re-designated by section 5303 of the Affordable Care Act. Since 1976, with the enactment of the Health Professions Educational Assistance Act, Title VII, section 747 funding has been instrumental in training a supply of diverse, broadly competent primary care physicians, physician assistants, dentists, and dental hygienists in the United States.

The Advisory Committee provides advice and recommendations on policy and program development to the Secretary of the Department of Health and Human Services (HHS), and is responsible for submitting an annual report to the Secretary and Congress concerning the activities under Sections 747 and 748 of the PHS Act, as amended. In addition, the Advisory Committee develops, publishes, and implements performance measures and longitudinal evaluations, as well as recommends appropriation levels for Part C of Title VII of the PHS Act, as amended.

According to the terms of its charter, the Secretary shall appoint members from practicing health professionals engaged in training; leaders from health professions organizations; faculty from health professions educational institutions; health professionals from public or private teaching hospitals or community-based settings. The Advisory Committee seeks to fill vacant seats representing the following primary care disciplines: allopathic family medicine; general internal medicine; general pediatrics; general dentistry; pediatric dentistry; physician assistants; and students, residents or fellows representing allopathic medicine, osteopathic medicine, physician assistants, or dentistry.

Members of the Advisory Committee shall meet not less than two times per year. Such meetings may be held jointly with other related entities established under this title where appropriate (e.g., National Advisory Council on Nurse Education and Practice; Advisory Committee on Interdisciplinary Community-Based Linkages; and the Council on Graduate Medical Education). Member terms are for three years.

Individuals who are recommended should have the relevant knowledge, experience, and writing skill to deal with the charge to the Advisory Committee, have a commitment to attend all Advisory Committee meetings, and be prepared to contribute actively outside of formal meetings to Advisory Committee projects and written reports to Congress and the Secretary. Please also include in your consideration the need for the Advisory Committee to have balanced representation that includes women, minorities, and diverse geographic distribution, including urban and rural areas. Current Federal Government policy provides that a Federal Advisory Committee member shall not: (a) serve continuously as a member of any single advisory committee for more than four years; (b) serve for more than eight combined years within a period of twelve years on one or more committees within an agency; (c) serve on more than one committee within an agency at the same time; or (d) serve on the same committee at the same time with another individual who is affiliated with a particular non-Federal organization or institution in the same city, excluding designated multi-campus organizations and State systems.

Please furnish a curriculum vitae for each individual you recommend and complete the attached Advisory Committee Candidate Information Form even if some of the information appears in the CV. Also, attach a one-page statement written by the nominee detailing his or her interest in serving on the Advisory Committee. The required nomination materials should be sent to Ms. Iwona Grodecki,

either by mail at the Bureau of Health Professions (BHP), Health Resources and Services Administration, Parklawn Building, Room 9-29, 5600 Fishers Lane, Rockville, Maryland, 20857, or by e-mail at igrodecki@hrsa.gov. Nomination materials must be received on or before February 11, 2013. For additional information, contact Ms. Grodecki at 301-443-8379.

Thank you for giving careful consideration to the unique qualifications and important contributions that your nominee(s) can bring to the Advisory Committee and be assured that the Department will give full consideration to each individual recommended.

Please feel free to contact me at 301-443-7271 if you have any questions.

Jerilyn K. Glass, MD, PhD
Designated Federal Official
Advisory Committee on Training
in Primary Care Medicine and Dentistry