

**TO:** OMB PCA Contacts, Agency Budget Offices, and Human Resources Directors

**FROM:** OMB Health Division

**SUBJECT:** Changes in Annual Physicians' Comparability Allowance Reporting and Authorization Processes

**DATE:** August 15, 2011

As of the date of this memo, the Office of Management and Budget (OMB) and the Office of Personnel Management (OPM) are changing the Physicians' Comparability Allowance (PCA) annual reporting and authorization processes.

The PCA program permits agencies to provide allowances to certain eligible Federal physicians who enter into service agreements with their agencies to address recruitment and retention problems. For additional information on the PCA program, please refer to the PCA fact sheet located at <http://www.opm.gov/oca/pay/html/pca.asp>.

In the past, OMB conducted an annual review of outyear plans for PCA staffing and allowance levels (5 CFR 595.107). In a separate process, OPM collected data on prior year PCA usage and prepared and submitted an annual report to Congress (5 U.S.C. 5948(j)).

To simplify this process, this year, OMB will conduct one PCA data call for FY 2011 usage, FY 2012 plans, and FY 2013 estimates. This will consolidate the data calls for the FY 2012 OMB annual PCA plan review and the OPM report to Congress on FY 2011 PCA usage. Agencies should include the attached PCA Worksheet with their FY 2013 OMB Budget Submissions for review by their OMB Examiners. Agencies will receive notification of FY 2012 PCA plan approval by e-mail within 45 days of receipt of the PCA Worksheet. Approved PCA data should also be reported in agency Congressional Justifications. These requests should be coordinated through your financial resources and budget offices.

OPM will review and compile the FY 2011 PCA data and information in agency Congressional Justifications for its annual report to Congress. The intent is that agencies will not be required to submit a separate data report to OPM.

Please observe the following dates:

- September 12, 2011: Completed PCA Worksheet due to OMB in FY 2013 OMB Budget Submissions.
- End of October 2011: OMB notifies agencies by e-mail of approval of (or requests changes to) the FY 2012 PCA levels submitted in the OMB Budget Submissions.
- February 2012: Agencies include completed and approved PCA Worksheet in their Congressional Justifications.
- February 2012: Agencies send a link to their Congressional Justifications with PCA data page number to OPM's Pay and Leave office in Employee Services at [pay-leave-policy@opm.gov](mailto:pay-leave-policy@opm.gov) and copy their respective OMB Examiners.

Detailed instructions for the required PCA Worksheet are attached. Please contact Tina Hansen at (202) 395-2290 or [CHansen@omb.eop.gov](mailto:CHansen@omb.eop.gov) with any questions.

Thomas Reilly  
Deputy Associate Director for Health  
OMB Health Division

Angela Bailey  
Associate Director  
OPM Employee Services

Attachment