

THERAPIST PROFESSIONAL ADVISORY COMMITTEE MEETING MINUTES

16 DECEMBER 2006



Therapist Professional Advisory Committee		
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LCDR Joseph Golding	IHS AZ	joseph.golding@mail.ihs.gov	(602) 263-1561
LT Ayanna Hill	Multi-Agency	Ayanna.hill@fda.hhs.gov	(301) 594-3090

**THERAPIST PROFESSIONAL ADVISORY COMMITTEE
MEETING AGENDA
15 Dec 2006
1200 EDT**

I.	CALL TO ORDER	CDR O'Neill-Manrique	1200
II.	REVIEW AND ADOPTION OF AGENDA	CDR O'Neill-Manrique	1205
III.	REVIEW AND ADOPTION OF PREVIOUS TPAC MINUTE	CDR O'Neill-Manrique	1210
IV.	GUEST SPEAKER RADM Williams, RADM Knouss, and CDR Eckert		1210-1310
V.	REPORTS		
	A. CHIEF PROFESSIONAL OFFICER	CAPT McGarvey	1310-1325
	B. TPAC CHAIR	CDR O'Neill-Manrique	1325-1330
	C. * ADMINISTRATION COMMITTEE CHAIR	LCDR Dahl	1330-1335
	D. * INFORMATION MANAGEMENT CHAIR	CDR Figueroa	1335-1340
	FIELD REP COORDINATOR	LCDR Tanzillo	1345-1350
	E. * READINESS COMMITTEE CHAIR	CDR Shapiro	1350-1355
	F. * STRATEGIC PLANNING AND DEVELOPMENT COMMITTEE	LCDR Boles	1355-1400
	G. * PROFESSIONAL DEVELOPMENT CHAIR	LCDR Randall	1400-1405
	H. * THERAPIST CATEGORY LIAISON	CAPT Pickering	1405-1410
V.	OLD BUSINESS		
	A. Action Item		
	1. COA 2007 Planning	CDR Fred Lief	1410-1415
	2. Billet Description Task force	CDR Fultz	1415-1420
	3. Legal Issues/Federal Government Therapist	CDR Figueroa	1420-1425
VI.	NEW BUSINESS		
	A. Action Items		
	1. Functional Work Groups Task Force	LCDR Jeff Richardson	1425-1430
	2. Benchamrk Resource Guide for Hybrid Promotion Board	CAPT Siegel	1430-1435
	3. Extension of Manual Circular 377- Readiness	CDR O'Neill-Manrique	1435-1440
VII.	OPEN FORUM FOR DISCUSSION	TPAC CATEGORY	1440-1500
VII.	ADJOURN		

Therapist Professional Advisory Committee Meeting Minutes

Date: 15 December 2006 Time: 12:00- 1400 hours EDT Location: Teleconference

I. CALL TO ORDER: 12:00 PM EDT

Roll Call:

<u>MEMBERS</u>	<u>TITLE/PROXY</u>	<u>AGENCY/OPDIV</u>
CDR Kathleen Manrique	Chair	IHS
LCDR Corey Dahl	Secretary	OS
CAPT Michelle Hooper		IHS
CDR Liza Figueroa		IHS
CDR Scott Gaustad		IHS
CDR Michelle Jordan	Not Present	HRSA
CDR Rita Shapiro		USCG
LCDR Terry Boles		IHS
LCDR Mike Faz		IHS
LCDR Fred Lief		BOP
LCDR Laura Grogan		OSOPHS
LCDR Henry McMillan		BOP
LCDR Tarri Randall		IHS
LCDR Jeff Richardson		IHS
LCDR Jon Schultz		BOP
LCDR Alicia Souvignier	LCDR Richardson	IHS
Ex-Officio Member:		
CAPT McGarvey	CPO	NIH
<u>GUESTS</u>	<u>AGENCY/OPDIV</u>	
CAPT Karen Siegel	NIH	
CAPT Frank Weaver	IHS	
CDR Jeff Fultz	IHS	
CDR Gary Shelton	IHS	
CDR Ron West	IHS	
CDR Jessie Whitehurst-Lief	BOP	
LCDR Michelle Baker	BOP	
LCDR David Byrne	NIOSH	
LCDR Cindy Carter	IHS	
LCDR Jim Cower	IHS	
LCDR Jessica Feda	BOP	
LCDR Ernestine Higdon	IHS	
LCDR Lorrie Murdoch	IHS	
LCDR Andrea Woolridge	IHS	
LT Brian Elza	IHS	
LT Dawn Dineyazhe	IHS	
LT Karen Kilman	IHS	
LT Scott Mitchell	IHS	
LT Thomas Schroeder	IHS	
LTJG Heidi Fisher	IHS	

II. REVIEW AND ADOPTION OF AGENDA:

The agenda was reviewed and adopted with a motion by CDR Gaustad and seconded by CDR Shapiro.

III. REVIEW AND ADOPTION OF PREVIOUS TPAC MINUTES:

October 2006 meeting minutes were provided and approved via e-mail to all TPAC members. Minutes were posted to TPAC Web site in November 2006. The October 2006 meeting minutes were adopted by acclamation.

IV. GUEST SPEAKER(S): RADM Robert Williams, Surgeon General Chief of Staff

RADM Williams discussed transformation:

- RADM Williams stated progress has been made and transformation continues to move forward with enthusiasm within the Department.
- The transformation implementation plan and time lines have been placed on the CCMIS website.
- Twelve transformation officers are developing policies and procedures in order to have everything in place for transformation by the end of 2008.
- Information will be posted periodically on the CCMIS web site and in the Commissioned Corps e-bulletin. There will also be a question and answer section on the website soon for officers in the field.
- Each PAC and CPO will be needed to address specific category issues in order to add an additional 1000 officers in the Corps.
- 400 to 500 officers should be able to be brought into the Corps through Agency proposals.
- Commissioned Corps My Story has been developed to improve Corps visibility in local communities. Contact your CPO or check the eOPF website for more information.
- Q&A: CDR Shapiro asked about a recent article in the *COA Frontline* concerning the recent negative publicity and hearings before Congress. RADM Williams stated the incident in question needs to be taken in context. It is hoped the community outreach and visibility plans will help address Congress' concerns and expose more citizens to the U.S. Public Health Service Commissioned Corps.
- CDR Fultz asked about the status of naming a new Surgeon General. RADM Williams reported there may be interest in the White House to name a new SG. It is hoped something early next year may occur.
- CDR Shelton asked if there have been discussions about ways to compete with civilian employers for new officers. RADM Williams stated incentives are being explored for hazardous duty, isolated hardship areas, and hard to fill billets including family support for new and current Corps officers.
- CDR O'Neill-Manrique asked if there will be tuition assistance possibilities. RADM Williams replied this is being looked at by transformation teams but is not included in current or near future budget requests.

V. REPORTS

A. CPO Report: CAPT McGarvey and CAPT Karen Siegel (CPO select) reported:

- The U.S. Army-Baylor program has been included in transformation recruitment measures.
- The Surgeon General signed the report created by the Respiratory Task Force recommending RT appointment to the Therapist Category. The report has been sent to the ASH for review.
- Commissioned Corps and Therapist Category readiness levels have dropped below 70%. According to the Office of Management and Budget (OMB) the Corps must remain 70% readiness. Most therapist officers recently removed from basic readiness status were dropped because the four FEMA courses were not completed.
- The sixth promotion precept (3-H) was not approved for promotion year 2007.
- Emails were sent to officers notifying them of their readiness status after the 7 December readiness check by OFRD. The four FEMA courses as well as the original online readiness courses are necessary for basic readiness. The basic online courses are now on Blackboard, not CenterLearn.
- If an error exists in the OFRD data concerning your readiness status, contact OFRD or fax missing items to 301-443-1525. Check the OFRD website on a regular basis and resubmit items if they have not been posted within in one or two months after completion.

B. TPAC Chair Report

- Officers have until 31 December to complete their flu shot requirement for readiness.
- Contact CDR Theresa Minter, Division of Commissioned Corps Assignments, or Agency Liaison for questions about security clearance requirements.
- Therapist officers will compete for promotion before a hybrid board for promotion year 2007. For questions about promotion, contact your CPO, Agency Liaison, or PAC Chair.
- The 2008 promotion benchmarks are currently being worked on in the hope to avoid another last minute publication next year.

(Committee reports provided as attachments C – G)

C. Administration Committee: LCDR Dahl mentioned the self-nomination form for TPAC membership has been posted on the website.

D. Information Management Committee: CDR Figueroa stated any clinics interested in using Inactive Reserve officers should contact LCDR Souvignier. CDR Smith attended the Quad Service meeting in September. The meeting minutes are included in the Field Rep Report.

E. Readiness Committee: CDR Shapiro reported the Therapist Category readiness roster was updated on 11 December. She will send a category readiness email to the CPO and PAC Chair soon. CDR Shapiro stated category readiness needs remain at or above 70%. It is currently below 70%. Another health lifestyles newsletter will be published in an upcoming e-bulletin.

F. Strategic Growth Committee: LCDR Boles deferred to his report but stated the category profile was updated in October. CDR Scott Gaustad is the new Strategic Growth Subcommittee Chair.

G. Professional Development Committee: LCDR Randall reported category award nominations begin 1 January 07 and are due 1 February. The Retirement Committee is working on the COA retirement ceremony. LCDR Jessica Feda reminded everyone to contact her at [jfedabop.gov](mailto:jfedabop@bop.gov) and provide her with individual specialty certification information including certification number. LT Brian Elza is the contact for the McKenzie Part A course being held at Northern Arizona University next year.

H. Therapist Category Liaison: No report.

VI. OLD BUSINESS

COA 2007 Planning: CDR Lief provided an overview of the therapist category day which now includes two professors from the University of Cincinnati. One will present on using biofeedback with stroke patients and the other will describe using teleconference in rehab settings. RADM Royal is scheduled to speak as well. There will be a panel discussion on non-traditional billets. The Commissioned Officer Foundation is the new sponsor for the entire conference this year. Hotel arrangements are forthcoming; the Millennium Hotel is planned. Online registration is now available. The body mass index booth will be present this year again.

Billet Description Task Force: CDR Fultz reported 58 current category billets have been reviewed. A position paper will be presented to the PAC for review approving recommendation for wound care specialty billets and special pay. The task force has used the four functional practice groups to develop career pathways. They are in the process of reviewing research and applied public health billets; future work will be related to mental health billets. The goal of the task force is to finish the review process next month and provide its findings with a career development matrix to the PAC for consideration.

Legal Issues/Federal Government Therapist: CDR Figueroa stated the task force will meet in January and report to the PAC in February. The group will review physical therapy scope of practice first and then other disciplines. Documents from other services and information related to IHS nurse scope of practice has been obtained for reference.

VII. NEW BUSINESS

Functional Work Groups Task Force: LCDR Richardson reported the task force will meet next month. Members include: CAPT Parks, CDR Drinkard, and CDR Jordan. CDR Fultz is an ad-hoc member.

Benchmark Resource Guide for Hybrid Promotion Board: The 2007 therapist promotion board will be partly composed of officers from other categories because of the lack of eligible therapist officers. A group of therapist officers are reviewing the second benchmark (education) in order to develop a reference document for non-therapist category board members. The group plans to present the document to the PAC in January for approval in order to be ready for the board by 1 February.

Extension of Manual Circular 377- Readiness: CDR O'Neill-Manrique reiterated officers are required to have a flu shot before 31 December in order to maintain basic readiness standards.

OPEN FORUM – CDR Shelton reported the IHS is creating a wellness center model and attempting to identify disciplines for the centers. Physical therapists have been identified as possible staff to provide services. Billet opportunities may occur as a result.

LT Scott Mitchell reported the U.S. Army-Baylor transitional-DPT program has expanded eligibility to anyone who graduated from the U.S. Army-Baylor program in the past.

JUNIOR OFFICERS: All junior officers are encouraged to join the Junior Officer List serve: <http://list.nih.gov/archives/joag.html>

Therapist website: <http://www.cc.nih.gov/rm/pt/tpac/htm>

CONCLUSION: Meeting adjourned at 1400 Eastern Time

Next TPAC meeting: February 23, 2007; call in number: 1-888-381-8510, pass code 87222.

Respectfully Submitted: LCDR Corey Dahl, TPAC Executive Secretary
Concur: CDR Kathleen O'Neill-Manrique, TPAC Chair
Concur: CAPT Charles McGarvey, CPO Therapist Category

ATTACHMENT A: ADMINISTRATION COMMITTEE REPORT

ATTACHMENT B: PROFESSIONAL DEVELOPMENT COMMITTEE REPORT

ATTACHMENT C: INFORMATION MANAGEMENT COMMITTEE REPORT

ATTACHMENT D: STRATEGIC GROWTH COMMITTEE REPORT

ATTACHMENT E: READINESS COMMITTEE REPORT

ATTACHMENT A: ADMINISTRATION COMMITTEE REPORT

MEMORANDUM

TO: CDR KATHLEEN O'NEILL MANRIQUE, TPAC CHAIR
FROM: LCDR COREY DAHL, ADMINISTRATION COMMITTEE CHAIR
DATE: 12/16/06
RE: ADMINISTRATION COMMITTEE REPORT, DECEMBER, 2006

Finance Subcommittee Report, CDR Ron West, Chair.

Finance Sub-committee Members:

CDR Ron West, Chair ron.west@pimc.ihs.gov

LCDR Jeff Richardson jeff.richardson@mail.ihs.gov

Nothing to report.

TPAC Process Subcommittee, CAPT Rebecca Parks, Chair

Nothing to report.

COA Meeting Task Force

Nothing to report.

Member Elections Task Force

The Self-Nomination form for TPAC membership has been posted on the TPAC web site and will be attached to the December and February meeting minutes. The deadline for submitting the self-nominating form is 15 February 2006. An announcement will be posted in the January and February Commissioned Corps e-bulletin.

ATTACHMENT B: PROFESSIONAL DEVELOPMENT COMMITTEE REPORT

DATE: December 6, 2006

TO: CDR Kathleen O'Neill-Manrique, TPAC Chair
LCDR Corey Dahl, TPAC Executive Secretary

FROM: LCDR Tarri Randall, Professional Development Committee, Chair

SUBJECT: Professional Development Committee Report
Therapist Professional Advisory Committee
December 15, 2006

Education Subcommittee:

Chair: LCDR Jessica Feda

Secondary Chair: LT Felipe Zamarron

Members: LCDR Jeff Richardson, LCDR Jon Schultz, LT Brian Elza, LCDR Jeff Lawrence, LTJG Carlos Estevez, LT Dean Trombley, LCDR Henry McMillan

- The last Education Subcommittee meeting was held on October 24th, 2006.
- Next meeting will be in mid-January 2007
- The Education Subcommittee has prepared an "Advanced Practices" page to be posted on the Education Subcommittee page. This page will highlight the therapist category's efforts as a whole and offer a means to share clinical presentations and information. The page is designed to focus on evidence-based practice. The page will include information on how to obtain clinical specialization, a list of therapists who have obtained specialty certifications, a list of therapist research citations, critically appraised topics, course information with feedback, and therapist presentations. LTJG Estevez is currently working with CAPT Siegel to ensure adequate posting of the material. More information will be forthcoming once the page is posted, so therapists will be aware of the site, understand how the page will work, and encourage participation/postings. I have attached a template of the page as an introductory measure for therapists to acquaint themselves. The Education Subcommittee highly encourages all therapists to take a quick look at the page and see how they might contribute to the page in the future. This site has the potential to be a useful resource for current evidence/research and course feedback with sufficient participation. Please direct any questions at this time to LCDR Jessica Feda at jfeda@bop.gov.
- The committee is also preparing a "white paper" for TPAC approval. The paper will propose future design and need for an interdisciplinary PHS website which would allow distance clinical consultation and a means to share professional and clinical information. LTJG Estevez, LCDR Tarri Randall, LCDR Jessica Feda, CDR Manrique-O'Neill, and CAPT Siegel met in October 2006 via teleconference to discuss the basis of a proposal and future direction. The paper is currently in rough draft form and awaiting feedback/approval from the Education Subcommittee members. The Education Subcommittee hopes to present the paper to the TPAC leadership prior to the start of the new year.

- Any therapist who has obtained specialty certification and has not submitted it to the Education Subcommittee is encouraged to send their name, rank, and specialization to LCDR Feda at jfeda@bop.gov. This information will be posted on the Education Subcommittee's "Advanced Practice" page.
- Please review the course listings on the Education Subcommittee page (<http://www.cc.nih.gov/rm/pt/tpac.htm> click on Education Subcommittee Course Listings under the Professional Development Committee).. The current listings include the upcoming Combined Sections Meeting, Management of Combat Stress Casualties Course, Joint Operational Deployment Course, COL Doug Kersey Neuromusculoskeletal Evaluator Course, Burn and Trauma Course, and the McKenzie Part A Course. All of the courses are excellent, maintain evidence-based standards, and many are provided by our sister services.
- Please consider attending the McKenzie Part A course July 27-30th, 2007 at Northern Arizona University's Campus. More people are needed to attend in order to sponsor the course. See below:

This McKenzie certification is a four part course that is offered over a three year period on an annual basis for parts A(Lumber/thoracic), B(Cervical) and C(review) at a reduced rate. Part D is not sponsored. The course is taught by Mr. Greg Silva. It is held at Northern Arizona University's campus. Greg has been in the field of physical therapy for over 30 years and is also a former Public Health Service officer. He has had the opportunity to practice with Robin McKenzie and offers a unique perspective into the treatment of spine using the McKenzie method. If you have not attended one of his courses, this is an excellent opportunity to not only attend continuing education, but also to network with our colleague's in the IHS (Indian Health Service). As an attendee of the past class and an agency transfer from the IHS, I was lucky enough to attend Parts A,B, and C under his tutelage. If you have the opportunity to attend, this course proves to be another methodology that offers effective management strategies that can be employed in outpatient settings including the BOP.

The course cost is \$100 (\$25 to the McKenzie Institute with registration; and \$75 to Brian for travel and educational materials provided by Greg). **Please contact Brian Elza if you are interested in attending this upcoming summer for Part A.**

Mentoring Subcommittee:

Chair: CDR Michael Smith

Members: CAPT Rebecca Parks, LCDR Schultz

- One mentoring pair has completed the one year anniversary date.
- The Letters of Appreciation have been mailed to the TPAC chair for signature.
- There have not been any new requests for pairing of individuals this quarter.

Awards Subcommittee:

Chair: CDR Nancy Balash

Members: CDR Scott Gaustad, CDR Lois Goode

- The Call for Awards opens January 1, 2007. The deadline for award nomination receipt to CDR Balash is February 1, 2007. Please refer to each award title for individual award descriptions/criteria and the awards selection procedure at the lower edge of the awards section on the webpage.
- Resubmitted request to CAPT Gil Rose regarding the special assignment ribbons put in while CDR Nancy Balash was TPAC chair (The awards still have not been received.) CAPT McGarvey also queried CAPT Rose, but neither of them has heard back from CAPT Rose regarding the Special Assignment Awards.

Promotion Preparation Subcommittee:

Chair: CDR Michele Jordan

Members: CDR Nancy Balash, CDR Ron West, CDR Kathleen O'Neill-Manrique, CDR Jesse Whitehurst-Lief, CDR Monique Howard, LCDR Tarri Randall

- Reviewed and edited Therapist Benchmarks for 2007 (which were approved by CAPT McGarvey, and is now on the website)
- Revised the CV summary sheet and CV format so that the CV is aligned with the Benchmark headings, now posted on the website.
- Developed a narrative to accompany the CV Summary Sheet sample for additional guidance and clarity to officers on how to construct the CV Summary sheet.
- Modified a promotion checklist, adopted from the EHO PAC, to provide as a tool to assist officers in preparing for either permanent or temporary promotion, now posted on the website
- Reviewing Therapist Benchmarks for 2008

Retirement Recognition Subcommittee:

Chair: CDR Jesse Whitehurst-Lief

Members: CAPT Susanne Pickering, CAPT Lois Goode, CDR Ron West, CDR Jean Bradley, CDR Julia Woodard, CDR Rita Shapiro, LCDR Damien Avery, and LCDR Cindy Carter

- The retirement subcommittee continues to work on the initial preparation for the 2007 retirement recognition at the 2007 Cincinnati COA meeting. We will be working closely with the therapy category COA planning committee.

Career Development Committee – OCCO

CDR Tarri Randall, CDR Michelle Jordan- Alternate

Nothing new to report. Awaiting instruction with transformation process and what tasks therapist category can assist.

ATTACHMENT C: INFORMATION MANAGEMENT COMMITTEE REPORT

December 11, 2006

To: CDR Kathleen O'Neill-Manrique, TPAC Chair
LCDR Corey Dahl, TPAC Secretary

From: CDR Liza Figueroa, TPAC Information Management Chair

Re: TPAC INFORMATION MANAGEMENT REPORT DECEMBER 2006

I. WEB PAGE SUBCOMMITTEE, CAPT Karen Siegel, Chair

The following information has been added or updated to the Therapist's Category Web page since last report:

- PY'07 promotion documents
- CDR O'Neill-Manrique's letter to the category has been posted under the time sensitive section of the home page. Within the letter, officers can click on the names of the new documents and immediately open them. Links to each individual document also appear on the site map and within the promotion preparation section of the professional development site as they always have with the appropriate additions
- Updated vacancy list
- Updates to the associate recruiter information, particularly new training info
- A new e-mail address for CDR Balash on the professional development and award pages
- Info with dates for the July McKenzie course on the education listing

The main site is at <http://www.cc.nih.gov/rm/pt/pathways.htm>

II. JOAG Liaison, LCDR Jessica Fedra, Chair

The last JOAG meeting was held on Friday, December 8th, 2006. The next meeting will be held on Friday, February 9th, 2006 1300-1500 EST. This meeting will be the annual meeting with the Acting Surgeon General. Call in number: 888-322-1791. Passcode: 83301.

JOAG is currently working on a number of topics through their committee participation, in addition, the group is currently assisting CAPT Lee Shackelford with promoting the PHS Core Values and providing continued inter-agency support of PHS officers by advocating the "value-added" benefit that a PHS officer brings to an agency.

The Junior Officer Advisory Group (JOAG) is a public health professional group under the Office of the Surgeon General, whose purpose is to provide advice and consultation interests and concerns specific to junior officers in the USPHS Commissioned Corps.

JOAG has been and continues to be involved in transformation workgroups and proceedings.

JOAG general membership is highly encouraged to all junior officers (O-4 and below) to aid in continued evolution and promotion of the USPHS Commissioned Corps and is a unique opportunity for junior officers to provide a voice while learning about the Corps happenings via current events and information dissemination.

I highly recommend junior officers look into participating in JOAG and joining the listserv, as it is an organization that is highly involved in the progression of the Corps and often has the latest and most useful information available to officers. To join the JOAG listserv: <https://list.nih.gov/archives/joag.html> and click on "Join or leave the list".

III. HISTORIAN, CDR Jessie Whitehurst-Lief, Chair

On November 9th, 2007, in Rockville, MD, CAPT Siegel and I met with the USPHS Historian (Dr. Lord) and pharmacy category representatives to make initial plans for the therapy and pharmacy categories history website. It was a very productive meeting. At the suggestion of the Dr. Lord, the website will be set up as a chronology/timeline. The plan is for this website to be used as a template for the other categories that are interested in documenting their history on this website.

We will all be meeting again in March with the drafts of our timelines. I will seek TPAC review once the draft of our timeline is completed. We hope to have the website up and running by June 2007.

IV. RETIRED THERAPIST SUBCOMMITTEE, CAPT (ret.) Leo LaBranche and CDR (ret.) Selden Wasson

-Nothing to report

V. INACTIVE RESERVE, LCDR Alicia Souvignier, Chair

- Any sites with vacancies that would be interested in finding an Inactive Reserve Corps officer to fill in should send details to LCDR Alicia Souvignier

VI. COMMISSIONED OFFICERS ASSOCIATION, CAPT Suzanne Pickering

- Nothing reported

**VII. FIELD REPRESENTATIVE COORDINATOR REPORT/CATEGORY
ROSTER SUBCOMMITTEE CHAIR, LCDR Jodi Tanzillo**

I. Positions Open/Anticipated Openings:

• **IHS AZ**

CHINLE:

- I. One Staff Audiologist, one Occupational Therapist and one SLP
Contact *LCDR Andra Battocchio, PT*
928-674-7225

One Staff Physical Therapist
Contact *LT Matt Armentano, PT*
928-674-7553

• **BOP EAST**

FMC Butner, NC

Currently there are 4 positions available for hire: one OT position and three PT positions.

Contact *CDR Jean Bradley*
817-782-4572
jebradley@bop.gov

II. Congratulations:

• **IHS Multi-Site**

Choctaw Nation Health Care Center

Congratulations to *Suzan Abeyta, PT* at Choctaw Nation Health Care Center, Talihina, OK. Ms. Abeyta recently served as the catalyst for a decision by the OK PT Board that the State Practice Act does permit EMG testing in the State of Oklahoma.

• **IHS NM**

Crownpoint:

Congratulations to *Lori Lee, PT*, on receiving her orders for Commissioned Corps. She will officially be joining the USPHS 12/11/06. Congratulations, Lori!!

• **BOP EAST**

FMC Butner

Congratulations to *LCDR Henry McMillan* and *LCDR Jon Schultz* who have been assimilated into the Regular Corps of the USPHS.

• **BOP WEST**

FMC Rochester

Congratulations to *LT Felipe Zamarron* who received the BOP Foreign Language Award.

- **Multi-Agency**

Congratulations to *CAPT Georgia Johnson* (CMS) who received the PHS Commendation Medal for outstanding leadership, initiative and significant contributions in the development and distribution of the Rehabilitation Resource Manual.

- **NIH**

Congratulations to *Dr. Susan Robertson*, PhD, OTR/L, FAOTA who received the Recognition of Excellence from the Maryland Occupational Therapy Association.

Congratulations to *CAPT Karen Siegel* who received a USPHS Commendation Medal for high quality and initiative in leadership of the Clinical Movement Analysis Laboratory.

III. News From the Field:

- **IHS AZ**

Chinle

LCDR Andra Battocchio will be attending EHR CAC training in Window Rock AZ, Dec 4-8.

Fort Defiance

Best wishes to **LT David Honaberger** and his wife who now have a cool baby boy (Joshua David) to go with their two fabulous girls. A happy family of five!

Bravo to *LCDR Joseph Christ* who proposed to Melissa (she said Yes)!! Melissa is an ER nurse who Joe met while on deployment to assist with the Katrina disaster. They hope to marry in the fall of 2007.

Parker

LCDR Golding was the Phoenix Area Indian Health Service Employee Recognition Program Recipient for October 2006.

- **IHS NM**

Crownpoint

Lori Lee, PT, has been performing evaluations and providing treatment for women with incontinence, in conjunction with the Women's Health Clinic here at Crownpoint. She is interested in pursuing further training in this area.

Zuni

Best wishes to *Megan Horeis*, who is in the process of adopting an 8 month-old girl from China, named Journey. Her husband is currently in China to pick up the child. We wish her and her family the best during this time!

- **BOP EAST**

FMC Butner

LTJG Tanesha Nobles graduated with "Honors" from the Introduction to Correctional Techniques course in GLYNCO, GA. Kudos on a job well done!

LT Artresiah Rogers has been selected as the NC COA Secretary.

FMC Lexington

CDR Jessie Lief created and is coordinating FMC Lexington's Bone Marrow Transplant support and exercise group. With the assistance of Lexington, Kentucky's Leukemia and Lymphoma Society, the Rehabilitation Department of FMC Lexington established weekly support group meetings for inmates undergoing bone marrow transplants. The group also meets in the Rehabilitation Department 3 times weekly for conditioning exercise.

- **BOP WEST**

FMC Rochester

The clinic will be undergoing renovation in which the space will be doubled. Completion is expected in March.

- **NIH**

October is National Physical Therapy Month. The theme is "Moving You to Better Health." with a focus on: "Bike Right, Bike Fit." To begin the celebration, the NIH staff hosted a representative from the NIH Bike Club to offer information on proper bike fit and posture; general fitness and health information was also available to the public on a first come first serve basis.

A speaker was planned for the second phase of Physical Therapy Month. Assistant Professor, Cynthia Zadai PT, MS, DPT, CCS, FAPTA from Massachusetts General Hospital (MGH) Institute of Health Professions, spoke on the topic of "Current Concepts of Mobility Management for Inpatients with Cardiovascular Dysfunction," Friday, October 27, from 8:30-9:30 AM in the CRC Hatfield building 10, Room 4-2551.

IV. Welcome/ Farewell:

- a. **IHS AZ**

Chinle

LCDR Carlos Stanford, OT will be transferring to Tuba City, AZ in mid-December.

Mr. Brian Mello will be moving back to the east coast in a private sector job in March 2007.

- **IHS NM**

GIMC

New Medical Support Assistant (new position), *Fermalena Spenser* started on 11/27/06.

- **BOP EAST**

FMC Butner

Farewell to *LCDR Henry McMillan*, Chief of Physical Rehabilitation, Federal Medical Center Butner, NC. Henry has had multiple accomplishments at Butner not limited to the following: Program development for the newest institution at Butner: FCI II medium level institution “post-surgical rehabilitation center”, promotion of NC COA activities, and support of the USPHS deployment missions. *LCDR Henry* has moved on as the Transformation Officer for Billet Systems at (OCCO) Office of Commissioned Corps Operations as of November 27th and will be dearly missed by the entire Butner family.

FMC Devens

Welcome *LT Kit Burnham, PT* to FMC Devens. LT Burnham has officially been released from the US Army and will be part of the Devens team shortly.

V. Presentations:

- **IHS NM**

ACL:

Lori Howeya, PT, and Scott Mitchell, PT, both operated a booth at the 2nd Annual Acoma Pueblo Diabetes Conference (Nov 30th) where they provided both patient education and hands-on treatment for diabetic foot care.

- **Multi-Agency**

CAPT Ivana Williams (HRSA, HIV/AIDS Bureau) presented “Hurricanes Katrina and Rita and their effect on Ryan White CARE Act grantees” during the August 2006 RWCA All Grantee Meeting in Washington, DC.

- **NIH**

Joseph Shrader on 9/1/2006 presented Aging, Activity, and Exercise in Myositis: Exercise for Every Level of Function at The Myositis Association Annual Conference 2006.

VI. Publication:

- **Multi-Agency**

CDR Mercedes J. Benitez McCrary (CMS), in the journal of the American Speech and Hearing Association: LEADER Article: **Health Literacy and Health Disparities in Speech & Language Pathology**

Authors; Dr. Eva Hester and CDR Mercedes Benitez McCrary, USPHS Issue: December 22, 2006

- **NIH**

Ms. Mina Jain, PT is cited as follows: Jain M, Smith MR, Cintas H, et al. Intra-Rater and Inter-Rater Reliability of the 10 Point Manual Muscle Test (MMT) of Strength in Children with Juvenile Idiopathic Inflammatory Myopathies (JIIM). *Physical & Occupational Therapy In Pediatrics*. 2006; 26(3): 5-17.

VII. Deployments:

- **BOP EAST**

FMC Butner

LCDR Henry McMillan took part in the “first ever” RDF Deployment Team for relief during tropical storm Ernesto August 2006.

VIII. DISCIPLINE LIASIONS

CAPT Michelle Hooper – Aud.

-Nothing reported

CAPT Rebecca Parks – OT

-Nothing reported

Ms. Beth Soloman – SLP

-Nothing reported

CDR Michaele Smith – PT

- Quad service minutes

FROM: Lt Col Sandra J. Guenter

TO: National Capital Area Quad Service Attendees

SUBJ: Quad Service Meeting Minutes, 27 Sep 2006

The meeting was held at 1430, 27 Sep 2006 in the Physical Therapy Department at WRAMC

Attendees:

USPHS: CDR Smith, CDR Siegel

ARMY: LT COL Springer
NAVY: LT Ruiz
AIR FORCE: Lt Col Guenter
COAST GUARD: CDR Shapiro

Announcements:

1. Future invitations for this meeting will be extended to all clinics in the NCA, including Quantico.

I. Standard Agenda

a. NAVY

1. CDR Olsen will retire 1 Oct 2006.
2. The pool at NNMC has been renovated. The clinic is seeking a maintenance contract with Swim Care. Aquatic therapy will be offered soon.
3. The staff at NNMC is working on updating protocols and are asking that other clinics share any protocols that they may have.
4. LCDR Petrie is now the department head at NNMC; LCDR Rigsby is doing EMG's.
5. Staffing at NNMC: Currently 8 PT's.

c. ARMY

1. The new amputee center will be complete in 1 year.
2. BRAC: meetings are ongoing, space issues are being discussed. Command and Control issues have not yet been resolved.
3. Research: WRAMC has a new PT from grant \$. Two projects are ongoing (1) The comparison of 2 different socket systems for transtibial amputees. The perometer measurements will be one of the outcome measures. (2) The use of e-stim on below knee amputees.
4. Staffing: Currently 21 PT's at WRAMC
5. CSM: Therapists from WRAMC will be presenting at a 2 day pre-conference, 7 abstracts were accepted.

d. AIR FORCE

1. Staffing: Lt Col Guenter will retire on 1 Dec, staffing will then go to 2 AD PT's and one civilian (yet to be hired).
2. Access: Currently MGMC is accepting all beneficiaries except over 65.
3. Physical Medicine technicians are involved in meetings on training issues for upcoming BRAC changes.

e. USPHS:

1. PHS has not yet named a new Surgeon General
2. Capt McGarvey retires 1 March 2007.
3. Upcoming educational opportunity: 27 Oct 0830 – 0930 Cynthia Zadai will present Current Concepts for In-patients with CV Dysfunction; NIH, building 10 Rm 4-2551.

f. COAST GUARD:

1. Staffing: currently 3 AD Physical Therapists (2 in clinics and one admin)
2. CDR Shapiro is starting a peer review program; any assistance from other services would be welcome.
3. The need for a new clinic at CG HQ is being evaluated and hopefully will be established early next year.

II. Education: None

III. Next Meeting Host: Air Force, meeting will be held early in Jan 2007. An in-service will be planned in conjunction with the meeting.

Meeting was adjourned at 1530 hours.

ATTACHMENT D: STRATEGIC PLANNING and DEVELOPMENT COMMITTEE REPORT

MEMORANDUM

To: LCDR Corey Dahl, TPAC Secretary
 CDR Kathleen O'Neill-Manrique, TPAC Chair

Date: 12/18/06

From: LCDR Terry Boles, Strategic Planning and Development Chair

PHS Therapists category Vacancies

IHS	Duty Location	POC
Home Health PT	ANCHORAGE, AK Alaska Native Med Center	DOUG MUNOZ (907) 729-1261 dmunoz@anmc.org
STAFF PT	ANCHORAGE, AK South Central Regional Office	LARISSA LUCA (907) 729-4999
PT DIRECTOR	BETHEL, AK Yukon Kuskokwim Hospital	DAVID FRIDAY 1-800 – 478-8905-EXT 3 DAVID_FRIDAY@YKHC.ORG
CHIEF PT	JUNEAU, AK SEARHC Medical Center	LCDR JEFF LAWRENCE (907) 462-6682 JEFFREY.LAWRENCE@SEARHC.ORG or CAPT TERRY CAVANAUGH (907) 966-8312 TERRY.CAVANAUGH@SEARHC.ORG
STAFF PT	KOZEBUE, AK Manilaq Health Center	PAT SAMMARTINO (HUMAN RESOURES) (907) 442-3321
STAFF PT	SITKA, AK Mt Edgecomb Hospital	CAPT TERRY CAVANAUGH (907) 966-8312 TERRY.CAVANAUGH@SEARHC.ORG

CHIEF AUDIOLOGIST	SITKA, AK Mt Edgecomb Hospital	CAPT TERRY CAVANAUGH (907) 966-8312 TERRY.CAVANAUGH@SEARC.ORG Dr JERRY AINSWORTH (907) 966-8366 JERRY.AINSWORTH@SEARHC.OR
STAFF PT	CHINLE, AZ	LT MATT ARMENTANO (928) 674-7223 Matthew.Armentano@ihs.gov or Andra.battocchio@chinle.ihs.gov
STAFF PT	FORT DEFIANCE, AZ FT. Defiance Indian Medical Center	CDR MIKE FAZ Mike.faz@ihs.gov
CHIEF PT and/or OT * Tribal Position	SANTA ROSA, AZ Archie Hendricks Skilled Nursing Facility	Ms CAROLE DENE GARCIA (520) 361-1800 Cgarcia@toltc.org or Mr. LEE OLITZKY (520) 444-4109 Lolitzky@toltc.org
STAFF OT	TUBA CITY, AZ	ANN O'CONNOR (928) 283-2594 ANN.O'CONNOR@TCIMC.IHS.GOV
STAFF PT	TUBA CITY, AZ Tuba City Indian Medical Center	JAMES COWHER (928) 283-2659 JAMES.COWER@TCIMC.IHS.GOV
2 - PT CLINICAL SPECIALISTS (0-5)	TUBA CITY, AZ Tuba City Indian Medical Center	JAMES COWHER (928) 283-2659 JAMES.COWER@TCIMC.IHS.GOV
STAFF SPEECH LANGUAGE PATHOLOGIST	TUBA CITY, AZ	ANN O'CONNOR (928) 283-2594 ANN.O'CONNOR@TCIMC.IHS.GOV
STAFF PT	CROW AGENCY, MT PHS Indian Hospital	CURTIS BRIEN CURTIS.BRIEN@IHS.GOV
STAFF PT	LAMEDEER, MT	JENNIFER ALLIES

	PHS Indian Health Center	JENNIFER.ALLIES@MAIL.IHS.GOV
CHIEF PT	GALLUP, NM Gallup Indian Med Center	LCDR BARBARA WERITO (505) 722-1505 BARBARA.WERITO@GIMC.IHS.GOV
STAFF PT	SHIPROCK, NM Northern Navajo Medical Center	LCDR JOSEPH STRUNCE (505) 368-7118 JOSEPH.STRUNCE@IHS.GOV
STAFF PT	TAHLEQUAH, OK W.W. Hastings Indian Hospital	LCDR CINDY CARTER (918) 458-3260 CINDY.CARTER@MAIL.IHS.GOV
STAFF PT	CRANDON, WI Forest County Potawatomi Health and Wellness Center	CHRIS SKAGGS (715) 478-4340 CHRIS@FPCPOTAWATOMI.COM
STAFF PT	ONEDIA, WI Onedia Community Health Center	KATRINA ELIZONDO (920) 869-4814
BOP	Duty Location	POC
CHIEF PT (05)	Terminal Island, CA FCI Terminal Island	CDR Jean Bradley (817) 782-4572 JEBRADLEY@BOP.GOV
CHIEF PT (05)	Terra Haute, IN FCC	CDR Jean Bradley (817) 782-4572 JEBRADLEY@BOP.GOV
STAFF OT (02-04)	Butner, NC FMC Butner	CDR Jean Bradley (817) 782-4572 JEBRADLEY@BOP.GOV
Multi-Agency	Duty Location	POC
SAMHSA	Pennsylvania Adolescent Services Coordinator	Carol.Rest-Mincberg@samhsa.hhs.gov Announcement: DCCA-SAMHSA-1126-1025
HHS –OS (04-05)	Washington, DC Senior Operations Analyst	CDR Tom Doss (202) 205-0499 Thomas.Doss@hhs.gov Announcement : DCCA-OPHEP-1046-1520
HHS –OS (03-04)	Washington, DC Operations Analyst	CDR Tom Doss (202) 205-0499 Thomas.Doss@hhs.gov

	ESF 8	Announcement : DCCA-OPHEP-1046-1520
HHS –OS (03-04)	Washington, DC Operations Analyst A&F Section	CDR Tom Doss (202) 205-0499 Thomas.Doss@hhs.gov Announcement : DCCA-OPHEP-1046-1520
HHS – DCP	Washington, DC Coordinator	jason.jurkowski@hhs.gov Announcement: DCP-0127-001
OPHS -OPHEP	Washington, DC Public Health and Science Program Officer/Analyst	Mary Mazanec (202) 205-8929 or mary.mazanec@hhs.gov Announcement: DCCA-OPHEP-9186-1015
OPHS	Washington, DC Senior Science Advisor	Mary Mazanec (202) 205-8929 or mary.mazanec@hhs.gov Announcement: DCCA-OPHEP-9186-1013 Billet 99AA044
PHS OCCO		POC
PHS Details and Special Assignments		PHS Detail Project Officer, DCCA, OCCO (240) 453-6006 <hr/> <i>* For possible assignments listed below, contact the PHS Detail Project Officer as well as the POC listed for the job announcement.</i>

Partial listing of web sites for vacancy announcements:

<https://jobs.quickhire.com/scripts/FSIS.exe/>
www.usphs.gov/html/other_federal_jobs.html
dcp.psc.gov/VATS/rept_select.htm
www.cdc.gov/ncipc/default.htm
www.fda.gov/jobs/default.htm
www.cms.hhs.gov
www.hrsa.gov
PT- 0633 OT – 0631 SLP – 0665 Aud - 0665

Recruitment Subcommittee

Chair: LCDR Alicia Souvignier

Members:

Open Business: Monthly updates of therapists vacancies listed on the TPAC website.

Closed Business:

New Business: Reminder ARP application and training information is posted on the TPAC web site.

Strategic Growth Subcommittee

Chair: CDR Scott Gaustad

Members: CAPT Gary Shelton

Open Business: Continuing work on a staffing formula for therapists in IHS with the aim to reflect appropriate number of staff to population ratios.

Closed Business: Category profile updated as of October 6th is posted on TPAC web site.

New Business: Welcome new Chair CDR Scott Gaustad.

Retention Subcommittee

Chair: LCDR James Cowher

Members: CDR Mark Melanson
LT Doug Fiorentino

Open Business: Subcommittee continues effort in creating a new retention survey to include transformational interest.

Closed Business:

New Business: Nothing new to report.

COSTEP Subcommittee

Chair: LCDR William Pearce

Members:

Open Business:

Closed Business:

New Business: Nothing new to report.

Long Term Training Subcommittee

Chair: LT Ayanna Hill

Members: LCDR Teshara Bouie

Open Business:

Closed Business:

New Business: Nothing new to report.

IHS Scholarship Subcommittee

Chair: LT Toni Donahoo

Members:

Open Business: Continuing dialogue with 2006 PT graduates regarding job placement.

Five remaining graduates need licensure and/or job placement.

- Three scholarship recipients have failed their licensure exam; one recipient failed the test three times.
- One scholarship recipient has been licensed in Arizona since 07/25/06, and is waiting out a position in the Tucson/Phoenix area. Recommendation to the Scholarship Branch to place this scholarship recipient in default.
- One scholarship recipient is looking in the Albuquerque area for a PT position. Had a temporary NM license, expires 11/22/06, plans to sit board exam week of 18 December.

Closed Business:

New Business: Nothing new to report.

Appointment Standards Subcommittee

Chair: CDR Jessie Whitehurst-Lief

Members: CDR Rita Shapiro

CDR Mercedes Benitez-McCrary

CAPT Frank Weaver

LCDR Teshara Bouie

Open Business: The TPAC appointment standards recommendations sent up by the original task group in October, 2005 and later revised; still pending approval at DCP level.

Closed Business:

New Business: Nothing new to report.

ATTACHMENT E: READINESS COMMITTEE REPORT

TPAC READINESS COMMITTEE

Rita B. Shapiro, MA, PT
CDR, USPHS
Chair, TPAC Readiness Committee/OFRD Subcommittee
2100 Second Street, SW
Room 5314
Washington, DC 20593
Office: 202-475-5182
Mobile: 240-401-8776
Email: rita.b.shapiro@uscg.mil



December 7, 2006

From: CDR Rita B. Shapiro, Readiness Committee Chair
To: CDR Kathleen O'Neill-Manrique, TPAC Chair
LCDR Corey Dahl, TPAC, Executive Secretary

Subject: Readiness Committee Report for December 2006

Members of the Readiness Committee: CDR Scott Gaustad (IHS), LCDR Joseph Golding (IHS), LCDR Monique Howard (CMS) and LT Doug Fiorentino (BOP)

OFRD Subcommittee: Chair, CDR Rita Shapiro

Healthy Lifestyles Subcommittee: Chair, LCDR Joseph Golding

Readiness: The therapist category basic readiness status as of December 6, 2006 is not available yet. We should have that report very soon. The readiness committee met on Nov. 30, 2006 to strategically plan to get our whole category basic ready qualified. All officers who are not basic ready were personally contacted by the committee members with offers for assistance. Approximately 50% of the officers had completed all requirements but the OFRD roster had not yet been updated. We have a few new officers recently accessed to the category who have about six months to complete the process. When the new list is available based on the new MC-377 criteria and PPM-07_001 the committee will contact everyone as needed to ensure a full compliance.

The readiness committee will again be submitting an article to the CC Bulletin for the "Fit for duty Fit for Life" section that is being managed by the Dietician category. LT Fiorentino and LCDR Golding are brainstorming for a topic. We are targeting for the article to appear in the next bulletin in January 2007. Please feel free to suggest topics of interest to CDR Shapiro at rita.b.shapiro@uscg.mil and copy to LCDR Golding (Joseph.Golding@ihs.gov) and LT Fiorentino (dfiorentino@bop.gov).



Therapist Professional Advisory Committee Membership Self-Nomination Form

Dear TPAC Members,

I am interested in serving the Therapist Category by contributing as a member of the Therapist PAC. I understand that if selected, I will need to be available for regularly scheduled meetings. I also understand that I will need to accept and complete tasks that are assigned by the TPAC. Please consider my application for membership.

Please indicate previous TPAC membership and or committee and task force participation.	Dates:

Please complete the following:

Circle one:

Name, Rank:	Discipline: PT / OT / AUD / SLP
Agency:	
Address:	
Email:	
Phone:	
Fax:	

Signature: _____ **Date:** _____

Signature of Supervisor: _____

COMPLETE AND RETURN THIS FORM PRIOR TO ^α15 FEB 2007

Please Fax to: CDR Kathleen O-Neill-Manrique, TPAC Chairperson, 928-737-6153 and LCDR Corey Dahl, TPAC Executive Secretary, 240-276-9820.

Please email your **curriculum vitae** and a **single page cover letter** explaining your interest in serving as a TPAC member to corey.dahl@comcast.net. This must be forwarded as an attachment in Microsoft Word format.

^α TPAC Membership elections take place once annually.