



CC I 231.03
EFFECTIVE DATE: 14 August 2007

By Order of the Assistant Secretary for Health:

ADM John O. Agwunobi

SUBJECT: Category Specific Appointment Standards

1. **PURPOSE:** This Instruction provides the eligibility standards for category specific appointment to the Regular and Reserve Corps of the Commissioned Corps of the U.S. Public Health Service (Corps). It is the policy of the Corps to initially appoint officers to the Reserve Corps (See [CC23.3.7](#), "Regular Corps Assimilation Program,") In addition to appointment criteria established in [CCI 231.01](#), "General Appointment Standards," applicants for specific categories must meet the eligibility criteria as provided in this Instruction.
2. **APPLICABILITY:**
 - 2-1. This Instruction applies to all candidates seeking appointment to the Regular and Reserve Corps, except:
 - a. Candidates seeking appointment through the Junior Commissioned Officer Student Training and Extern Program (JRCOSTEP) (See [CC25.2.4](#)) or the Senior Commissioned Officer Student Training and Extern Program (SRCOSTEP) (See [CC25.2.5](#)) unless otherwise noted in this Instruction or other provisions of the electronic Commissioned Corps Issuance System (eCCIS);
 - b. Candidates seeking admission to the Uniformed Services University of the Health Sciences (USUHS) (See [CC45.2.3](#), "University of the Health Sciences") unless otherwise noted in this Instruction or other provisions of the eCCIS; and
 - c. Officers recalled from the Inactive Reserve Corps (See [CC23.5.9](#), "Short Tours of Active Duty").
3. **AUTHORITY:**
 - 3-1. Section 203 of the PHS Act ([42 USC 204](#)).
 - 3-2. Section 207 of the PHS Act ([42 USC 209](#)).
 - 3-3. Section 209(a) of the PHS Act ([42 USC 210b\(a\)](#)).
 - 3-4. Section 215 of the PHS Act ([42 USC 216](#)).

- 3-5. [42 CFR 21.21-21.58](#).
- 3-6. Section D. of [CC43.7.1](#), "Involuntary Separation," places Corps officers under the security requirements set forth in [Executive Order No. 10450](#), as amended.
- 3-7. Section D. of [CC43.4.1](#), "Promotions."
- 3-8. The authority to administer the Oath of Office to officers being appointed to the Corps has been delegated from the Secretary to the Assistant Secretary for Health (ASH) and the ASH has re-delegated this authority to the Surgeon General (SG), Deputy Surgeon General, Assistant Surgeons General and to active duty Regular Corps officers of the Commissioned Corps of the U.S. Public Health Service who hold the Permanent Director grade (O-6).
- 3-9. CCI 231.01, "General Appointment Standards."
- 4. PROPONENT: The proponent of this Instruction is the ASH.
- 5. SUMMARY OF REVISIONS AND UPDATES: This is the first issuance of this Instruction within the eCCIS and replaces CC23.3.4, dated 19 March 2003, with amendments dated 27 August 2004 and 8 December 2005. This Instruction replaces the category specific appointment standards information from CC23.3.4, and creates a stand alone Instruction within the eCCIS. This revision incorporates:
 - 5-1. The educational requirements for appointment into the Regular Corps as a Health Services officer contained in Personnel Policy Memorandum (PPM) 04-004 dated 27 August 2004; and
 - 5-2. The delegation of authority to administer the Oath of Office contained in PPM 07-002 dated 23 October 2006.

6. POLICY:

6-1. Medical Category Appointment Standards.

a. License.

- (1) Basic Requirement. A current, unrestricted, and valid medical license from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.
- (2) Licensure Exceptions for New Graduates (1 Year Exceptions). In addition to licensure requirements listed in CCI 231.01, individuals who have obtained the required qualifying degree or completed the required first year of postgraduate education within 12 months of the date of call to active duty in the categories listed below, who are either not licensed or do not possess the appropriate authorizing document as specified by this Instruction, may be appointed to the Reserve Corps for a limited tour-of-duty not to exceed 1 year. Evidence of licensure or receipt of the appropriate authorizing document is required for removal of the limitation and for retention in the Corps.

Note. Department of Health and Human Services (HHS or Department)-sponsored graduates of USUHS are appointed to the Regular Corps immediately upon graduation and thus are unable to complete the clinical requirements for the United States Medical Licensing Examination until the end of their first postgraduate year and first year as Corps medical officers. Therefore, the requirements for a current, valid, and unrestricted license and the associated provision for a 1 year license limited tour, become applicable at the end of their first postgraduate year.

b. Training.

- (1) A candidate must possess a qualifying Doctor of Medicine (M.D.) or Doctor of Osteopathic Medicine (D.O.) degree from a medical school that is accredited by the Council on Medical Education of the American Medical Association or Bureau of Professional Education, Committee on Colleges of the American Osteopathic Association, respectively. However, candidates who are graduates of medical schools that are not located in a U.S. State, District of Columbia, Commonwealth, Territory or other jurisdiction, or a Province or Territory of Canada, may be appointed if they are certified by the Educational Commission for Foreign Medical Graduates and meet all other requirements for appointment.
- (2) Formal supervised training and/or research in a recognized fellowship program or its equivalent taken while in pursuit of the professional degree and in addition to the formal degree program may be credited.
- (3) Successful completion of 1 year of postgraduate medical education (internship or first year of residency training) in a program which, at the time the training was undertaken, was accredited by the Accreditation Council for Graduate Medical Education of the American Medical Association or the Department of Education of the American Osteopathic Association.

- c. Training and Experience Date (TED) Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the qualifying degrees listed below shall receive the following amounts of TED credit;
- (1) Doctor of Medicine (M.D.) or Doctor of Osteopathic Medicine (D.O.) Degree shall receive 8 years TED credit for the basic undergraduate degree and professional education;
 - (2) Combined M.D. or D.O./Creditable Master's degree program shall receive 9-10 years of TED credit for the basic undergraduate degree and combined professional education/master's degree depending upon the duration of the combined program as accredited; or
 - (3) Combined M.D. or D.O./Creditable Doctoral Degree Program shall receive 10-11 years of TED credit for the basic undergraduate degree and combined professional education/doctoral degree depending upon the duration of the combined program as accredited.
- d. Additional requirements for appointment to the Regular Corps. None.

6-2. Dental Category Appointment Standards.

- a. License.
- (1) Basic Requirement. A current, unrestricted, and valid dental license from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.
 - (2) Licensure Exceptions for New Graduates (1 Year Exceptions). In addition to licensure requirements listed in CCI 231.01, individuals who have obtained the required qualifying degree or completed the required first year of postgraduate education within 12 months of the date of call to active duty in the categories listed below, who are either not licensed or do not possess the appropriate authorizing document as specified by this Instruction, may be appointed to the Reserve Corps for a limited tour-of-duty not to exceed 1 year. Evidence of licensure or receipt of the appropriate authorizing document is required for removal of the limitation and for retention in the Corps.
 - (a) A new graduate who enters directly into a dental residency and enters the Corps immediately following its completion, without intervening practice, may be appointed to the Reserve Corps for a limited tour-of-duty not to exceed 1 year.
 - (b) An exception to the general policy may be made in the case of a dentist who has met all professional requirements for admission to the U.S. State licensure examination and has passed such examination, but who has been issued a limited State license on the basis of not meeting the residency requirements of that State.
 - (c) An unlicensed dental officer appointed to the Reserve Corps shall function only in a closely supervised setting until such time that he/she obtains a valid and unrestricted dental license. During this period of time, the unlicensed dentist shall be directly supervised by a dentist possessing a valid and unrestricted

license for the practice of dentistry. This practice shall be adhered to regardless of whether the dental officer is unlicensed because he/she is a new graduate and/or has yet to meet a U.S. State's residency requirements.

- b. Training.
 - (1) A candidate must possess a qualifying Doctor of Dental Surgery / Doctor of Dental Medicine (D.D.S. or D.M.D.), (or equivalent abbreviations with different titles or abbreviations) degree that is accredited by the Commission on Dental Accreditation of the American Dental Association.
 - (2) Formal supervised training and/or research in a recognized fellowship program or its equivalent taken while in pursuit of the professional degree and in addition to the formal degree program may be credited.
- c. TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the qualifying degrees of D.D.S. or D.M.D. shall receive 8 years TED credit for the basic undergraduate degree and professional education. Candidates completing less than 4 years of basic undergraduate education prior to completing their professional degree will have their TED credit adjusted accordingly. Combined D.D.S. or D.M.D./master's degree and D.D.S. or D.M.D./doctoral degree programs shall be awarded TED credit in the same manner as the combined M.D./master's degree or M.D./doctoral degree programs, respectively.
- d. Additional requirements for appointment to the Regular Corps. None.

6-3. Nurse Category Appointment Standards.

- a. License. A current, unrestricted, and valid Registered Nurse (RN) license from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required. Licensure of nurses who graduated after 1 December 1988, must be based on passing the National Council of State Boards of Nursing Licensure Exam.
- b. Training. A candidate must possess a qualifying bachelor's degree in nursing or a master's degree in nursing (with no qualifying bachelor's degree) that is accredited by the National League for Nursing Accrediting Commission (NLNAC).
- c. A candidate with an accredited associate degree in nursing (ADN) and an RN license (as described in 6-3.a.) will receive one-half year of TED credit for every 1 year of nursing experience obtained after completing the ADN degree and obtaining licensure. A maximum of 4 years TED credit will be awarded for experience prior to obtaining a qualifying nursing degree, i.e. bachelor's or master's degree in nursing.

Note: A candidate with a diploma in nursing shall not receive TED credit regardless of whether the program was accredited by the NLNAC.
- d. Additional requirements for appointment to the Regular Corps. None.

6-4. Engineer Category Appointment Standards.

- a. License. None required.

- b. Training. A candidate must possess a degree that meets the requirements specified in this Subsection, and the qualifying engineering degree must be accredited by the Accreditation Board for Engineering and Technology.
 - (1) A qualifying bachelor's degree in engineering from an approved engineering program (degrees in an engineering-related curriculum, e.g., engineering technology, are not acceptable).
 - (2) An accredited bachelor's degree, plus a qualifying master's degree in engineering from a program approved at either the baccalaureate or master's level. In addition, the applicant must have completed the necessary engineering and engineering-related courses during the bachelor's curriculum, or supplemental to the master's curriculum, which serve as a firm foundation for the advanced degree in engineering. This course work must have the same or greater breadth and depth of course work in mathematics, physical and biological sciences, engineering mechanics, and liberal arts as are found in an approved engineering curriculum at the bachelor's level.
- c. Additional requirements for appointment to the Regular Corps. An officer must meet one of the following requirements:
 - (1) A bachelor's degree in engineering plus a master's degree or doctoral degree from an approved school in engineering, public health, or another field of clear potential value in Corps engineering activities;
 - (2) A bachelor's degree in engineering from an approved school plus registration or board certification, by examination, as a Professional Engineer, Health Physicist or Industrial Hygienist, Certified Safety Professional, Registered Architect, or other registrations or board certifications recognized by the Council of Engineering and Scientific Specialty Boards and approved by the Director, Office of Commissioned Corps Operations (OCCO); or
 - (3) An acceptable bachelor's degree in engineering-related science, plus a master's degree in engineering from an approved school. Course work taken by the candidate in the bachelor's degree curriculum shall be carefully examined to determine its acceptability to serve as a firm foundation for the advanced degree in engineering. The bachelor's curriculum must have the same or greater breadth and depth of course work in mathematics, physical and biological sciences, engineering mechanics, and liberal arts as are found in an approved engineering curriculum. Lesser requirements for engineering design courses are allowed.

6-5. Scientist Category Appointment Standards.

- a. License. If a qualifying doctoral degree is in any of the disciplines or professions requiring licensure as set forth in this Instruction, a current, unrestricted, and valid license from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.
- b. Training.
 - (1) A candidate must possess a qualifying doctoral degree, including, but not limited to, Doctor of Philosophy, Doctor of Public Health, Doctor of

Human Development, Doctor of Science, Doctor of Education, or Doctor of Psychology, in a scientific field or a health-related specialty and the degree requirements must include the successful completion of independent and original research in the specialty field.

- (2) If the candidate has completed all requirements for the degree but has not yet obtained the diploma, a statement from the Dean of the Graduate School may be accepted in lieu of the degree. The candidate's date of eligibility for appointment shall be based on this official letter. This document should state that the applicant has completed all requirements for the doctorate and that the degree shall be awarded at the next appropriate convocation to be held on a pre-determined date.

c. Additional requirements for appointment to the Regular Corps. None.

6-6. Environmental Health Category Appointment Standards.

a. License. None required.

b. Training. A candidate must possess one of the following qualifying degrees or a degree and professional certification:

- (1) A bachelor's, master's, or doctoral degree in environmental health that is accredited by the National Environmental Health Science and Protection Accreditation Council;
- (2) A bachelor's, master's, or doctoral degree in the curricular areas of industrial hygiene, safety, or health physics that is accredited by the Accreditation Board for Engineering and Technology;
- (3) A master's degree or doctoral degree with a specialization in environmental health, occupational health, or industrial hygiene from a school of public health that is accredited by the Council on Education for Public Health; or
- (4) A bachelor's, master's or doctoral degree in any field and one of the following:
 - i. Certification as an industrial hygienist by the American Board of Industrial Hygiene; or
 - ii. Certification as a health physicist by the American Board of Health Physics.

c. Additional Considerations.

- (1) Work experience in the actual practice of environmental health, occupational safety and health, industrial hygiene, or health physics after obtaining the qualifying degree is fully creditable. To be creditable, experience must be related to the public health aspects of the environment.

Examples of areas that are related to the public health aspects of the environment include, but are not limited to: air pollution control; environmental health; emergency response activities; epidemiological investigations; housing and institutional environmental health; industrial

hygiene; milk and food sanitation; occupational safety and health; radiological health; recreational environmental sanitation; solid and hazardous waste management; injury prevention; wastewater management; and water quality including installation, treatment, and distribution.

- (2) If an appointment is made via certification as an industrial hygienist or health physicist, TED credit shall be calculated based upon the candidate's degree plus professional level work experience as recognized by the respective accrediting boards.
 - (3) TED credit for teaching at or above the 2-year college or university level may be awarded.
- d. Additional requirements for appointment to the Regular Corps. A current, unrestricted appropriate registration, license, or certification by examination in an appropriate discipline or specialty and either an accredited master's degree in environmental health, industrial hygiene, occupational safety and health, health physics, or public health, or an accredited master's or doctoral degree that is related to the mission of the Corps (e.g., Health Care Administration, Information Systems Technology, Homeland and/or National Defense leading to an Master of Business, Master of Public Administration, Master of Science, Master of Public Health, or comparable master's or doctoral degree).

6-7. Veterinary Category Appointment Standards.

- a. License. A current, unrestricted, and valid veterinary medical license from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.
- b. Training.
 - (1) A candidate must possess a qualifying Doctor of Veterinary Medicine (D.V.M.) or (V.M.D.) degree that is accredited by the Council on Education of the American Veterinary Medical Association. However, candidates who are graduates of veterinary schools that are not located in a U.S. State, District of Columbia, Commonwealth, Territory, or jurisdiction may be appointed if they are certified by the Educational Commission for Foreign Veterinary Graduates and meet all other requirements for appointment.
 - (2) Formal, supervised training and/or research in a recognized fellowship program or its equivalent taken while in pursuit of the professional degree and in addition to the formal degree program may be credited.
- c. TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the qualifying degrees listed below shall receive the following amounts of TED credit:
 - (1) D.V.M. or V.M.D. shall receive 8 years TED credit for the basic undergraduate degree and professional education; or
 - (2) Combined D.V.M./master's degree and D.V.M./doctoral degree programs shall be awarded TED credit in the same manner as the combined M.D./master's degree or M.D./doctoral degree programs, respectively.

d. Additional requirements for appointment to the Regular Corps. None.

6-8. Pharmacist Category Appointment Standards.

a. License.

(1) Basic License. A current, unrestricted, and valid license as a pharmacist from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.

(2) New pharmacy graduates may be appointed to the Reserve Corps for a limited tour-of-duty not to exceed 1 year. An unlicensed graduate shall function only in a closely supervised setting until such time that he/she obtains a valid and unrestricted pharmacy license.

b. Training. A candidate must possess a bachelor's degree in pharmacy or a Doctor of Pharmacy (Pharm.D) degree. The qualifying degree must be accredited by the American Council on Pharmaceutical Education.

c. TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the qualifying degrees listed below shall receive the following amounts of TED credit:

(1) Bachelor's degree in pharmacy shall receive 5 years maximum TED credit.

(2) Pharm.D. degree shall receive 8 years TED credit for basic undergraduate and professional education; or

(3) Combined bachelor's degree in pharmacy/Pharm.D program shall receive 8 years maximum TED credit.

d. Additional Considerations.

(1) A candidate who has earned more than one pharmacy degree shall have his/her first professional pharmacy degree, from an accredited school or college of pharmacy, established as the qualifying degree.

(2) A candidate may receive TED credit for professional pharmacy practice that is associated with the transfer, marketing, regulation, management, or payment of pharmaceuticals, medical devices, and medical foods if performed at the appropriate professional level.

e. Additional requirements for the Regular Corps. None.

6-9. Dietitian Category Appointment Standards.

a. License. A current, unrestricted, and valid registration by the Commission on Dietetic Registration of the American Dietetic Association (ADA) is required.

b. Training.

(1) A candidate must possess one the following qualifying degrees:

(a) A bachelor's degree;

- (b) A master's degree (with no qualifying baccalaureate degree); or
 - (c) A doctoral degree (with no qualifying baccalaureate degree).
- (2) Degrees identified above must be recognized by a U.S. regionally-accredited college or university with a major in Foods and Nutrition, Dietetics, Institution Management, Public Health Nutrition, Food Science, Sports Nutrition, or Animal Nutrition.
 - (3) Minimum academic requirements. A candidate must successfully complete an ADA/CADE approved Didactic (academic) Programs in Dietetics (DPD) program.
 - (4) In addition to the academic requirements, a candidate must present verification of completion of one of the following ADA accredited or approved pathways:
 - (a) Accredited Dietetic Internship Program;
 - (b) Accredited Coordinated Program;
 - (c) *Approved Pre-professional Practice;
 - (d) **Qualifying Experience with an Advanced Degree; or
 - (e) **3-Year Pre-Planned Experience Program.

Note: * Plan IV under General Didactic Programs in Dietetics is an academic requirement that expired with the postmark date of 31 December 1999 for eligibility processing to Commission on Dietetic Registration.

**After 30 June 1993, these programs were no longer an approved ADA pathway.

- c. Additional requirements for the Regular Corps. None.

6-10. Therapist Category Appointment Standards.

- a. Occupational Therapy.

- (1) License. A current, active, valid, unrestricted occupational therapy license from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.
- (2) Certification. Certification from the National Board for Certification in Occupational Therapy is required.
- (3) Training. A candidate must be a graduate of an occupational therapy program that is accredited by the Accreditation Council for Occupational Therapy Education leading to a degree in occupational therapy. Completion of a clinical internship of not less than 6 months duration is required. (This is an occupational therapy certification examination prerequisite that is generally accomplished prior to graduation from an accredited program.) The candidate must possess a qualifying professional degree in one of the following:

- (a) Bachelor's degree in occupational therapy;
- (b) Master's degree in occupational therapy (MOT or MSOT); or
- (c) Doctoral degree in occupational therapy (O.T.D.).

Note. Transitional Occupational Therapy degree (tOTD) is not a qualifying degree for the purpose of this Instruction, but rather a professional education that is granted after a candidate has obtained a qualifying occupational therapy degree.

- (4) TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the qualifying degrees listed below shall receive the following amounts of TED credit:
 - (a) MOT or MSOT shall receive 4 years for undergraduate degree plus the time required to meet the qualifying academic degree requirements, not to exceed 7 years; or
 - (b) O.T.D. shall receive a maximum of 7 years TED credit for basic undergraduate and professional education.

b. Physical Therapy.

- (1) License. A current, active, valid, unrestricted physical therapy license from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.
- (2) Training. A candidate must be a graduate of a physical therapy program that is accredited by the Commission on Accreditation for Physical Therapy Education. The candidate must possess a qualifying professional degree in one of the following:
 - (a) Bachelor's degree in physical therapy;
 - (b) Master's degree in physical therapy (MPT or MSPT); or
 - (c) A doctoral degree in physical therapy (DPT).

Note. Transitional Doctor of Physical Therapy (tDPT) and Doctor of Science in Physical Therapy (DScPT) degree are not qualifying degrees for purpose of this Instruction, but rather a professional education that is granted after a candidate has obtained a qualifying physical therapy degree.

- (3) TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the qualifying degrees listed below shall receive the following amounts of TED credit:
 - (a) MPT or MSPT shall receive 4 years for undergraduate degree plus the time required to meet the qualifying academic degree requirements, not to exceed 7 years; or
 - (b) DPT shall receive a maximum of 7 years TED credit for basic undergraduate and professional education.

- c. Speech Language Pathology.
- (1) License. A current, active, valid, unrestricted speech-language pathology license from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.
 - (2) Training. A candidate must possess a qualifying master's degree in speech-language pathology from a school accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA).

Note: A PhD in Speech-Language Pathology is not a qualifying degree for purposes of this Instruction, but rather a professional education that is granted after a candidate has obtained a qualifying speech-language pathology degree.
 - (3) TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the qualifying degree shall receive the following amounts of TED credit: Master's degree of speech-language pathology shall receive 4 years undergraduate degree plus the time required to meet the qualifying academic degree requirements, not to exceed 6 years.
- d. Audiology.
- (1) License. A current, active, valid, unrestricted audiology license registration, or certification from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.
 - (2) Certification. All audiologists are required to achieve and maintain national certification from either the American Board of Audiology (i.e., Board Certification in Audiology) or the American Speech Language Hearing Association (i.e., Certificate of Clinical Competence in Audiology).
 - (3) Training. The candidate must possess a qualifying professional degree in one of the following:
 - (a) Master's degree in audiology; or
 - (b) Clinical Doctoral degree in audiology, (Au.D. or Sc.D.).
 - (c) The qualifying degree must be accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA).

Note: Research PhD in Audiology and Transitional Doctor of Audiology are not qualifying degrees for purposes of this Instruction, but rather a professional education that is granted after a candidate has obtained a qualifying audiology degree.
 - (4) TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the qualifying degrees listed below shall receive the following amounts of TED credit:

- (a) Master's degree in audiology, 4 years for undergraduate degree plus the time required to meet the qualifying academic degree requirements, not to exceed 7 years.

Note: After 31 December 2006, CAA will no longer accredit master's degree programs.

- (b) Au.D shall receive a maximum 8 years TED credit for basic undergraduate and professional education.

e. Respiratory Therapists

- (1) Licensure. A current, active, valid, unrestricted Registered Respiratory Therapist (RRT) license from any U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction as required. The RRT program must be recognized by the National Board for Respiratory Care (NBRC).

Note: A Certified or Registered Pulmonary Function Technician/Technologist is not a qualifying certification for the purposes of this instruction.

- (2) Training. A candidate must be a graduate from a school or college of respiratory therapy accredited by the Committee on Accreditation of Respiratory Care (CoARC) or Commission on Accreditation of Allied Health Education Programs (CAAHEP) at the time of the applicant's graduation. The candidate must possess a qualifying professional degree in one of the following:

- (a) Bachelor's degree in respiratory therapy; or
- (b) Master's degree in respiratory therapy.

- (3) Training and Experience Date (TED) Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the qualifying degree shall receive the following amounts of TED credit:

- (a) Bachelor's degree in respiratory therapy, 4 years for undergraduate degree plus the time required to meet the qualifying academic degree requirements.
- (b) Master's degree in respiratory therapy shall receive a maximum 6 years TED.

Note: A Neonatal/Pediatric Respiratory Care Specialist certification is not considered for additional TED criteria for the purpose of this instruction as this certification is rather professional education that is granted after a candidate has obtained the qualifying RRT certification.

f. Additional requirements for the Regular Corps. None.

6-11. Health Services Category Appointment Standards.

a. License.

- (1) Unless otherwise specified, none.

- (2) For disciplines that do have a license, certification, or registration requirement, note that some programs have more stringent licensure, certification, or registration requirements for certain types of assignments that must be met before an officer can be assigned to those programs.

b. Training. A candidate with a qualifying degree in one of the following may be appointed to the Health Services category:

- (1) A degree in one of the disciplines or programs listed in Subsection 6-11.e., "Exceptions to General Standards;"
- (2) A master's or doctoral degree in a scientific field or a professional field in a health-related specialty for which there is a continuing long-term program need within the Department; or
- (3) A bachelor's or master's degree in any specialty for which there is a short-term critical program need.

Note: The determination as to whether there is a Departmental need for the degrees listed in Subsection 6-11.b.(2) and (3) shall be made by the ASH in consultation with the SG, Director, OCCO, and the Chief Professional Officer.

c. Limitations on category placement and active duty tours.

- (1) A candidate may only be assigned to the Health Services category under Subsection 6-11.b., if the candidate is not otherwise qualified for another category.
- (2) Appointments made under Subsection 6-11.b.(3), are only made when there is a critical need for a commissioned individual that is demonstrated by the Operating Division (OPDIV)/Staff Division (STAFFDIV)/non-HHS organization requesting the appointment. In doing so, the OPDIV/STAFFDIV/non-HHS organization shall address any unique educational requirements possessed by the candidate, the training, and/or experience the candidate shall bring to the Corps, the billet the candidate shall occupy, a brief history of the recruitment efforts made to fill the billet, and the isolated or hardship nature of the proposed assignment, where applicable. Appointments may be made for a specified period not to exceed 3 years to meet acute program needs for which there is no career potential. The program may obtain a limited tour extension for 1 year with the concurrence of the Director, OCCO, if necessary to fulfill the original program commitment.

d. Appointment in the Regular Corps.

- (1) A candidate appointed under Subsection 6-11.b.(1), is eligible for assimilation into the Regular Corps according to the appointment standards set forth for the applicable discipline in Subsection 6-11.e., "Exceptions to General Standards."
- (2) A candidate appointed under Subsection 6-11.b.(2), is eligible for assimilation in the Regular Corps if the candidate possesses a master's or doctoral degree in a scientific field or a professional field in a health-related specialty and the degree is not otherwise qualifying in another category.

- (3) A candidate appointed under Subsection 6-11.b.(3), is not eligible for assimilation into the Regular Corps.

Note: For purposes of this Instruction, computer science or information technology related disciplines are considered to be one of the physical sciences and thus, scientific fields.

e. Exceptions to General Standards.

- (1) Clinical Psychology.

- (a) License. A current, unrestricted, and valid license as a clinical psychologist from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.
- (b) Training. The candidate must possess a qualifying doctoral degree in clinical psychology from an American Psychological Association accredited university or professional psychology program that did not require the candidate to successfully complete independent and original research in clinical psychology in order to obtain the degree.
- (c) Additional requirements for the Regular Corps. None.

- (2) Computer Science.

- (a) Training. A candidate must possess a qualifying bachelor or master's degree in computer science or an information technology related discipline (e.g., computer and information science, computer and information systems management).
- (b) Additional requirements for the Regular Corps. A candidate must possess a master's degree or doctoral degree in a scientific field that is not otherwise qualifying in another category. For the purposes of this Subsection, a degree in computer science or and information technology related discipline continues to be considered by the Corps as one of the physical science disciplines.

- (3) Dental Hygiene.

- (a) License. A current, unrestricted, and valid license from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction as a dental hygienist is required.
- (b) Training. A candidate must possess an accredited bachelor's degree and have successfully completed an accredited curriculum in dental hygiene that is accredited by the Commission on Dental Accreditation of the American Dental Association.
- (c) TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the qualifying degrees listed below shall receive the following amounts of TED credit: A bachelor's degree and completion of dental hygiene training shall receive a maximum of 4 years TED credit regardless of whether

the dental hygiene training occurred prior to, as part of, or subsequent to the candidate's bachelor's degree.

- (d) Additional requirements for the Regular Corps. A candidate must possess a master's or higher degree in a scientific field or a professional field in a health-related specialty which is not otherwise qualifying in another category.

(4) Medical (Health) Record Administration

- (a) License. A current valid certification as a registered health information administrator (RHIA) with the American Health Information Management Association.
- (b) Training. A candidate must possess one of the following:
 - i. A qualifying bachelor's degree from a program accredited by the Commission on Accreditation for Health Informatics and Information Management (CAHIM); or
 - ii. An accredited bachelor's degree from an accredited college or university and a certificate of completion in health information and administration from a CAHIM accredited program.

Note: The qualifying degree must be accredited by the Division of Allied Health Education and Accreditation of the American Medical Association.

- (c) Additional requirements for the Regular Corps. A candidate must possess a master's or higher degree in a scientific field or a professional field in a health-related specialty which is not otherwise qualifying in another category

(5) Medical Technology

- (a) License. A current, unrestricted, and valid certification by a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction, the American Society of Clinical Pathologists, or the National Certification Agency, as a medical technologist, is required.
- (b) Training. A candidate must possess an accredited bachelor's degree and must have completed an accredited medical technology training program that is accredited by the Division of Allied Health Education and Accreditation of the American Medical Association.
- (c) TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the following qualifying degrees shall receive the following amounts of TED credit: A bachelor's degree and completion of a medical technology training program shall receive a maximum of 4 years TED credit regardless of whether the medical technology training occurred prior to, as part of, or subsequent to the candidate's bachelor's degree.

- (d) Additional requirements for the Regular Corps. A candidate must possess a master's or higher degree in a scientific field or a professional field in a health-related specialty which is not otherwise qualifying in another category.
- (6) Optometry.
- (a) License. A current, unrestricted, and valid license as a professional optometrist from a U.S. State, District of Columbia, Commonwealth, Territory or other jurisdiction is required.
 - (b) Training.
 - i. A candidate must possess a qualifying Doctor of Optometry (O.D.) degree that is accredited by the Accreditation Council on Optometric Education of the American Optometric Association.
 - ii. Formal, supervised training and/or research in a recognized fellowship program or its equivalent taken while in pursuit of the professional degree and in addition to the formal degree program may be credited.
 - (c) TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the following qualifying degree shall receive the following amount of TED credit: O.D. shall receive 8 years TED credit for basic undergraduate and professional education.
 - (d) Additional requirements for the Regular Corps. None.
- (7) Physician Assistant.
- (a) License. A current, unrestricted, and valid certification as a physician assistant by the National Commission on Certification of Physician Assistants is required.
 - (b) Training. The candidate must possess an accredited bachelor's degree and must have completed an accredited physician assistant training program that is accredited by the Accreditation Review Commission on Education for the Physician Assistant or one of the predecessor organizations.
 - (c) Additional requirements for the Regular Corps. A candidate must possess a master's or higher degree in a scientific field or a professional field in a health-related specialty which is not otherwise qualifying in another category.
- (8) Podiatry.
- (a) License. A current, unrestricted, and valid podiatry license from a U.S. State, District of Columbia, Commonwealth, Territory, or other jurisdiction is required.
 - (b) Training.

- i. A candidate must possess a qualifying Doctor of Podiatric Medicine (D.P.M.) degree that is accredited by the Council on Podiatry Education of the American Podiatric Medical Association.
 - ii. In addition to Subsection 6-11.e.(8)(b)i., the applicant must have completed a 12-month podiatric residency program approved by the Council on Podiatry Education of the American Podiatric Medical Association.
 - iii. Formal, supervised training and/or research in a recognized fellowship program or its equivalent taken while in pursuit of the professional degree and in addition to the formal degree program may be credited.
 - (c) TED Credit for Selected Qualifying Degrees. Notwithstanding TED criteria listed in CCI 231.01, the following qualifying degree shall receive the following amount of TED credit: D.P.M. shall receive 8 years TED credit for basic undergraduate and professional education.
 - (d) Additional requirements for the Regular Corps. None.
- (9) Clinical Social Work
 - (a) License. A current, valid, unrestricted, registration or certification that allows for independent clinical social work practice in a U.S. State is required (See Subsection 6-11.e.(9)(a)i. for 3-year licensure exception).
 - i. Newly graduated social workers or social workers who do not possess a current, valid, unrestricted license, registration, or certification that allows for the independent clinical social work practice in a U.S. State may be appointed to the Reserve Corps for a limited tour of duty not to exceed 3 years during which they must obtain such credentials, i.e., allows for clinical practice without supervision.
 - ii. Officers appointed under a previous licensing, registration, or certification standard for social workers shall have 5 years from 8 December 2005 to obtain a current, valid, and unrestricted license, registration, or certification that allows for independent clinical social work practice in a U.S. State.
 - (b) Training. The candidate must possess a qualifying master's degree in social work that has been accredited by the Council on Social Work Education.
 - (c) Additional requirements for the Regular Corps. None.

7. RESPONSIBILITIES:

- 7-1. The SG is responsible for assuring the day-to-day management of the Corps.

- 7-2. The Director, OCCO, is responsible for the day-to-day operations of all appointment actions listed within this Instruction.
8. PROCEDURES: The appointment standards contained in this Instruction are applied during the conduct of an appointment board (See [CCI 391.01](#), "Appointment Boards").
9. HISTORICAL NOTES: This is the first issuance of this Instruction within the eCCIS and replaces CC23.3.4, dated 19 March 2003, with amendments dated 27 August 2004 and 8 December 2005. This Instruction replaces the category specific appointment standards information from CC23.3.4, and creates a stand alone Instruction within the eCCIS.