



INDIAN HEALTH SERVICE HEADQUARTERS

IHS Corps Officers All-Hands

September 1, 2021

Division of Commissioned Personnel Support
Office of Human Resources
Commissioned Corps Liaison
Indian Health Service

Agenda

- Commissioned Corps Updates
- COER 2021 Guidance and Updates
- CV Standard Template
- Answering Your Submitted Questions



Commissioned Corps Updates



Commissioned Corps Updates

- Release of the DD214
- COVID-19 Vaccination
- AMSUS Conference
- Readiness Status
- Practice Hours (Paper Forms)
- Practice Hours Training (CCLMS)
- Recruitment Pause



- **COER 2021 Guidance and Updates**



COER Updates

- CCI 351.01 “Commissioned Officers’ Effectiveness Report (COER)”
 - Effective August 12, 2020
 - Did not apply to last years COER
 - Starting evaluation year Oct 2020-Sept 2021





COMMISSIONED CORPS OF THE U.S. PUBLIC HEALTH SERVICE

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Visit [CDC.gov](https://www.cdc.gov) for **Coronavirus (COVID-19) Public Health Updates**



Frequently Asked Questions

- Adverse Actions
- Affordable Care Act Tax Form FAQ (PDF, 350kb)
- Annual Physical Fitness Test (APFT) FAQ
- Assignment Pay FAQs
- Blended Retirement System (BRS) FAQ
- Board for Corrections
- Category Specific Appointment Standards (Based on CCI 231.03)
- Commissioned Officer Awards Program (COAP) FAQ
- Commissioned Officer's Effectiveness Report (COER) Policy FAQs
- Computation of Retired Pay
- Creditable Service for Retirement
- DD Form 214 FAQs
- eCORPS FAQ
- Electronic Official Personnel Folder (eOPF)



COER Policy FAQs
Commissioned Corp Instruction (CCI) 335.01
2021 Evaluation Year

	Old Policy	New Policy
COER Types	<ul style="list-style-type: none"> COERs include annual, officer transfer, supervisor transfer, interim, retirement and 'other' 	<ul style="list-style-type: none"> COERs include annual and interim All COER types from the previous system - except annual COERs - are consolidated into interim COERs
Evaluation period and COER Type	<ul style="list-style-type: none"> If an officer's rater changes during the evaluation year (through transfer, separation, retirement, etc.), the period of evaluation which ends on or after July 1st will be the annual COER 	<ul style="list-style-type: none"> If an officer's rater changes during the evaluation year (through transfer, separation, retirement, etc.), the period of evaluation covering ≥ 6 months will be the annual COER
COER Initiation	<ul style="list-style-type: none"> Only an officer may initiate his/her COER online 	<ul style="list-style-type: none"> An officer or his/her rater may initiate the COER online If the rater initiates a COER, it is mandatory for the officer to complete
Rater's Comments	<ul style="list-style-type: none"> One textbox - all comments and/or examples for the eight performance attributes are combined into one textbox 	<ul style="list-style-type: none"> Eight textboxes - each of the eight performance attributes has a corresponding textbox for raters to enter comments and/or examples
Evaluation period and COER Type	<p>If an officer transfers on 1 June:</p> <ul style="list-style-type: none"> The period from 1 October to 31 May (8 months) is evaluated by a transfer COER (optional) The period from 1 June to 30 September (4 months) is evaluated by an annual COER (mandatory) 	<p>If an officer transfers on 1 June:</p> <ul style="list-style-type: none"> The period from 1 October to 31 May (8 months) is evaluated by a annual COER (mandatory) The period from 1 June to 30 September (4 months) is evaluated by an interim COER (optional)

What are the changes to the COER?

When will the changes take effect?

When is the COER evaluation year?

What types of COERs can I do?



USER ASSISTANCE

Please check our **Frequently Asked Questions (FAQs)** - FAQs are located at the top of the page next to the search function.

Having Access Issues or Need IT Help?
 Please contact the Commissioned Corps Helpdesk at: CCHelpDesk@hhs.gov

COMMISSIONED CORPS NEWS

The Commissioned Corps Bulletin for June 2021

The Commissioned Corps Bulletin for June 2021

2021 Temporary Grade Promotions

2021 temporary grade promotion lists are now available on the Promotion Results webpage...

The Commissioned Corps Bulletin for May 2021

The Commissioned Corps Bulletin for May 2021

The Commissioned Corps Bulletin for April 2021

The Commissioned Corps Bulletin for April 2021

January 2021: United States Public Health Commissioned Corps Doctrine

The link above will take you to the Noncompetitive Promotion Roster for Promotion Year 2020.

FAQs Practice Hours and Special Pay Changes

This is first in a series of FAQs, more FAQs will be forthcoming on Practice Hours and Special



	Old Policy	New Policy
COER Types	<ul style="list-style-type: none"> • COERs include annual, officer transfer, supervisor transfer, interim, retirement and "other" 	<ul style="list-style-type: none"> • COERs include annual and interim • All COER types from the previous system - except annual COERs - are consolidated into interim COERs
Evaluation period and COER Type	<ul style="list-style-type: none"> • If an officer's rater changes during the evaluation year (through transfer, separation, retirement, etc.), the period of evaluation which ends on or after July 1st will be the annual COER 	<ul style="list-style-type: none"> • If an officer's rater changes during the evaluation year (through transfer, separation, retirement, etc.), the period of evaluation covering ≥ 6 months will be the annual COER
COER Initiation	<ul style="list-style-type: none"> • Only an officer may initiate his/her COER online 	<ul style="list-style-type: none"> • An officer or his/her rater may initiate the COER online • If the rater initiates a COER, it is mandatory for the officer to complete



	Old Policy	New Policy
Rater's Comments	<ul style="list-style-type: none"> One textbox - all comments and/or examples for the eight performance attributes are combined into one textbox 	<ul style="list-style-type: none"> Eight textboxes - each of the eight performance attributes has a corresponding textbox for raters to enter comments and/or examples
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Scenario 1: An officer or the officer's rater did not transfer, separate, or retire during the 2021 COER evaluation year

Annual COER: October 1st 2020 – September 30th 2021 (mandatory)

Interim COER(s): None



Scenario 2: An officer transfers on 1 June 2021

Annual COER: 1 October 2020 – 31 May 2021 (mandatory)

Interim COER(s): 1 June 2021 – 30 September 2021 (optional)



Scenario 3: An officer transfers on 1 February 2021

Annual COER: 1 February 2021 – 30 September 2021 (mandatory)

Interim COER(s): 1 October 2020 – 31 January 2021 (optional)



Scenario 4: An officer transfers on 1 April 2021

Annual COER: 1 April 2021 – 30 September 2021 (mandatory) (183 days)*

Interim COER(s): 1 October 2020 – 31 March 2020 (optional) (182 days)

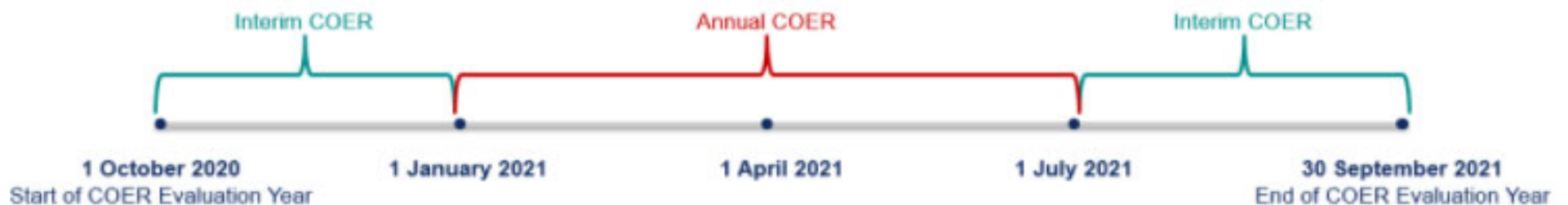
*The longest period will be the annual COER, even if it is the longest by one day



Scenario 5: An officer transfers on 1 January 2021, and the officer's rater transfers on 1 July 2021

Annual COER: 1 January 2021 – 30 June 2021 (mandatory)

Interim COER(s): 1 October 2020 – 31 December 2020 (optional)
1 July 2021 – 30 September 2021 (optional)



Scenario 6: An officer transfers on 1 December 2020, and the officer's rater transfers on 2 May 2021

Annual COER: 2 May 2021 – 30 September 2021 (mandatory) (152 days)*

Interim COER(s): 1 October 2020 – 31 November 2020 (optional)
1 December 2020 – 1 May 2021 (optional) (152 days)

*If the longest periods are the same length, the most recent will be the annual COER

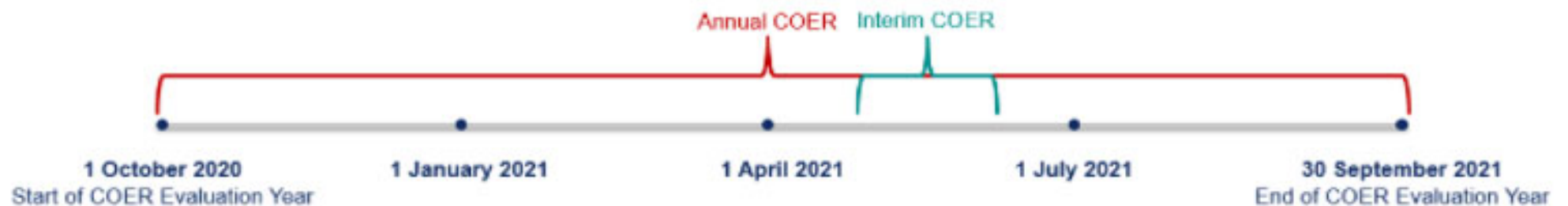


Scenario 7: An officer or the officer's rater did not transfer, separate, or retire during the 2021 COER evaluation year but TDYs for all of May 2021

Annual COER: 1 October 2020 – 30 September 2021 (mandatory)

Interim COER(s): 1 May 2021 – 31 May 2021

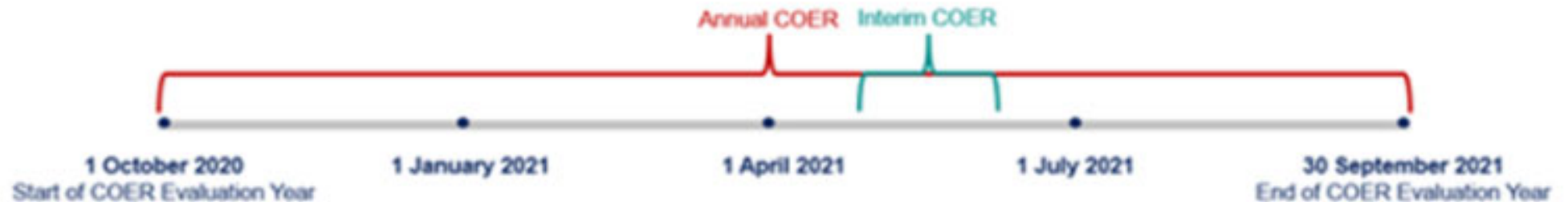
(optional – dates **will** overlap with dates covered by the annual COER)



Scenario 8: An officer or the officer's rater did not transfer, separate, or retire during the 2021 COER evaluation year, but the officer's rater chooses to complete a COER for performance issues for all of May 2021

Annual COER: 1 October 2020 – 30 September 2021 (mandatory)

Interim COER(s): 1 May 2021 – 31 May 2021
(mandatory – dates **will** overlap with dates covered by the annual COER)



COER Updates

- POM 821.73 “Annual COER for 2021 Forward”
 - Replaces previous version “Annual COER”
 - Effective August 3, 2021



Previous Version	New Version
Needed annual updating.	Will not need yearly changes.
Stated that the Director, CCHQ, would post specific due dates for the year.	Defines the COER evaluation year as extending from 1 October of one year to 30 September of the following year.
Had relative due dates -- last Wednesday or third Friday etc.	Has specific due dates -- 31 October, 30 November, 15 January etc.
Did not spell out due dates for Interim COERs.	States that Interim COER(s) completed for the purpose of covering a gap in an annual COER must abide by the same deadlines.
Had no mention of Liaisons.	Contains a section on responsibilities of Liaisons and includes the Liaison in the rebuttal process.



Previous Version	New Version
Required officers to wait until after a rating change took place to start the COER.	Allows officers to initiate the COER in anticipation of a rater change (when known in advance) up to one month before the rater change occurs.
Allowed Raters/supervisors to initiate an interim COER without the officer's consent to document performance issues.	Allows an officer's rater to elect to require an officer to complete an interim COER with the same repercussions as failing to complete an annual COER.
Made interim COERs covering periods of less than six months optional.	States that if officer does not have a period of evaluation with one rater equal to or longer than six months, the longest period becomes the COER. Officers should contact their liaison to change an interim COER to annual



Previous Version	New Version
Had no policy on the Reviewing Official's Statement (ROS).	Sets rules for ROS limiting it to one per evaluation year to be completing by the reviewing official for the COER.
Had no policy on temporary duty travel (TDY).	Makes an interim COER optional if an officer has TDY for less than six months. CCHQ does require COERs for TDY over 6 months or longer during the evaluation year and this will stand as the officer's annual COER.
Had no mention of narrative COER.	For COERs that are narrative, the online system allows the Rater to choose the overall performance grade (satisfactory, marginal, or unsatisfactory).



Benchmarks

- New Promotion Benchmarks
 - 1 set of Benchmarks for all categories
 - Mission Priorities
 - Bucket 1- all of IHS
 - Bucket 2- all of IHS
 - Bucket 3- difficult to retain disciplines
 - Bucket 4- Isolated hardship



CV Standard Template



CV Standard Template

- New universal CV
 - Optional this year
 - Mandatory next year
 - Cover Sheet
 - CV body



I'm looking for...



Login Assignments COER Financial Services Forms Medical Affairs Personnel & Career Mgmt Policy Promotions Readiness Training

About CCHQ



As Public Health Service Officers a global health emergencies. Our mi placed on involuntary deploy or "al Corps Directive 121.02, "Deploye Commissioned Corps officers ass considered mission critical, for de request is approved by the CCHQ I accordance with the Memorandum organization.

Visit coronavirus.gov

- Introduction
- Promotion Results
- Promotion Process
- Competitive Promotion Eligibility (Temporary and Permanent)
- Non-Competitive Promotions
- Exceptional Proficiency Promotion (EPP)
- Promotion Year 2022 Checklist (due dates and reminders)
- Reviewing Official's Statement (ROS)

- Officer's Statement (OS)
- Electronic Official Personnel Folder (eOPF)
- Promotion Information Report (PIR)
- Commissioned Officer Effectiveness Reports (COERS)
- Curriculum Vitae (CV)
- Licensure and Certifications
- Promotion Benchmarks
- Career Counseling/Mentoring

- Medical Requirements for Promotion
- RedDOG Force Readiness Information
- Link to list of Chief Professional Officers (CPO) (PDF, 348kb)
- Link to list of Liaisons (PDF, 266kb)
- Link to list of Professional Advisory Committee (PAC) Chairs (PDF, 19kb)
- Promotion Board Recommendations
- Not promoted? Now What?
- FAQs
 - Officer Promotion Packet Verification System (OPPVS) Timeline & FAQs
 - Promotion, Readiness and Compliance FAQs
 - Permanent Promotion Eligibility Chart

2021 Temporary Grade Promotions



Cover Sheet

- 1 page at beginning of CV
- 4 sections that mimic promotion score categories
 - Performance
 - Education, Training, and Professional Development
 - Career Progression and Potential
 - Professional Contributions and Services to the PHS Commissioned Corps



PRECEPT 1: PERFORMANCE RATING AND REVIEWING OFFICIAL'S STATEMENT (PERFORMANCE)

USPHS ASSIGNMENT(S), DUTIES & IMPACT

Current Agency Title:

Billet Grade:

Date:

Agency:

Duties & Responsibilities:

-

Impact/Accomplishments:

-
-

USPHS ASSIGNMENT COLLATERAL DUTIES

Role	Description & Impact	Date(s)



AWARDS HISTORY

Type of Award/Recognition		Year(s) Awarded
USPHS		
Uniformed Services		
Other		
Letters/Certificates of Appreciation		



PRECEPT 2: EDUCATION, TRAINING & PROFESSIONAL DEVELOPMENT

CREDENTIALS

Degree	Specialty	College/University	Year Received (Actual/Projected)
Qualifying Degree:			
Additional Degree(s):			



CERTIFICATIONS, REGISTRATION & ADDITIONAL TRAINING PROGRAMS

Description	Organization	Date(s)

LICENSURE

Type	State	Expiration Date	# of CE Hours Required per ___ years (indicate licensing period)

CONTINUING EDUCATION (PLANS, DEVELOPS, LEADS)

Type of Activity	Role	Date(s)

PUBLIC HEALTH TRAINING & EXPERIENCE

Description	Organization	Role	Date Completed



PRECEPT 3: CAREER PROGRESSION & POTENTIAL

USPHS CAREER PROGRESSION OVERVIEW

Date	Temporary Rank & Grade	Billet Grade	Agency Position Type	Agency Position Title	Agency & Location	Mission Priority Factor



**PRECEPT 4: PROFESSIONAL CONTRIBUTIONS & SERVICE TO THE PHS COMMISSIONED CORPS
(OFFICERSHIP)**

HONOR/INTEGRITY/DUTY (Deployments)

	Mission	Role & Impact	Year(s)
USPHS			
Agency			



Category Collateral Duties

Group/Committee	Role & Impact	Year(s)

USPHS Collateral Duties

Group/Committee	Role & Impact	Year(s)

Professional Organizations

Group/Committee	Role & Impact	Year(s)

Mentoring Activities

Official Category Program	Role	Year(s)
	<i>(Program Name and Role)</i>	
Other PHS/Agency Program		



Publication(s)

1)

Presentation(s)

Title of Presentation	Title of Meeting	Type of Activity	Location	Date(s)

Outreach (Civic, community, and volunteer/Outside Activities)

Type of Activity	Date(s)

Continuing Education (Plans, Develops, Leads)

Type of Activity	Role	Date(s)



Title of Training	Sponsor	Location	Month, Year	Contact Hours
Bioterrorism and Ethics	CDC University	Atlanta, GA	Nov 2022	1.5
Building a Privy after a Disaster – Avoiding the Pitfalls	RDF-1	virtual training	Oct 2022	5.0
Epi in Outer Space: Should we Drink Tang like the Astronauts?	Atlanta COA	Atlanta, GA	Jun 2022	1.0
Go Natural or Man-Made Fiasco –What’s Up in Your Next Deployment?	<u>SciPAC</u>	webinar	Apr 2022	1.0
Sitting on the Bench – Strategies <u>for Pinch-Hitting</u> in the Lab	CDC/National Center for Environmental Health	online course	Mar 2022	10.0
2022 TOTAL				18.0 hours



Questions and Answers

Q - Is there an update on Pharmacy Resident eligibility for the HPSP Accession Bonus?

A- IHS Leadership continues to make inquiries to CCHQ regarding Pharmacy Resident eligibility for the HPSP Accession Bonus. Currently Pharmacy Residents are not eligible for the Accession Bonus because they are in Training Positions. At this time CCHQ has not provided any additional updates or policy changes which authorize the Accession Bonus for Pharmacy Residents.



The DCPS Website

Division of Commissioned Personnel Support (DCPS)

Training Webinars

Announcements

Frequently Asked Questions (FAQs)

Regional Offices

Officer Resources

Contact Us

Division of Commissioned Personnel Support (DCPS) (www.ihs.gov/dcps)



The Division of Commissioned Personnel Support (DCPS) is a division within the Indian Health Service (IHS) Office of Human Resources (OHR). DCPS is responsible for the administration of the Commissioned Corps programs for approximately 2,000 commissioned officers assigned to IHS/Tribal/Urban facilities throughout the United States. DCPS staff serve as subject-matter experts and consultants to IHS leadership, program officials, commissioned officers, and their dependents and survivors, on all Commissioned Corps matters, including personnel actions, recruitment and retention, career development, leave of absence, performance management, honor and service awards, discipline, standards of conduct, promotions, training, travel, assignments to Tribal and Urban programs through memoranda of agreement.



Contact Us

Find contact information for Regional or HQ DCPS representatives on the DCPS website at <https://www.ihs.gov/dcps/regionaloffices/full-list-by-region/>

Or contact us at IHSCorpsInquiries@ihs.gov

**The next IHS Corps Officers All-Hands will be
3 November 2021 at 3:30 PM EST**

Thank you!

