



INDIAN HEALTH SERVICE HEADQUARTERS

IHS Corps Officers All-Hands

March 3, 2021

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

Agenda

- Commissioned Corps Updates
- Health Profession Special Pays (HPSP) Updates
- Practice Hours
- Updates from Previous Meetings
- Answering Your Submitted Questions
- Live Questions and Answers



Commissioned Corps Updates



Commissioned Corps Updates

- Update to “Health Professions Special Pays” policies
- COVID-19 Vaccination Documentation
- Long-Term Training Packages
- APFT , BLS, PHU Updates
- TSA PreCheck



Health Profession Special Pays (HPSP) Updates



HPSP Updates

- Commissioned Corps Directive (CCD) 151.05, “Health Professions Special Pays (HPSP)”
- Commissioned Corps Instruction (CCI) 633.01, “Special Pays,”
- Personnel Operations Memorandum (POM) 821.70, “HPSP Submission, Effective Dates, and Rates”



HPSP Updates

- CCD151.05, “Health Professions Special Pays (HPSP)”
 - Members of the Ready Reserve Corps are eligible for HPSP
 - Clarifies that an officer must submit an agreement for an:
 - Accession Bonus (AB)
 - Critical Wartime Skills Accession Bonus (CWS-AB)to CCHQ within 180 days of their appointment to the Commissioned Corps



HPSP Updates

- CCI 633.01, “Special Pays”
 - USUHS medical graduates
 - Graduate Professional Education (GPE)
 - Social Workers Eligible
 - Absence Without Leave (AWOL) and eligibility



HPSP Updates

- CCI 633.01, “Special Pays”
 - AB and CWS-AB for federal employees converting to Commissioned Corps
 - Several Categories removed from CWS-AB eligibility
 - Ready Reserve officers are eligible



HPSP Updates

- POM 821.70 “HPSP Submission, Effective Dates, and Rates”
 - Clarifies the required documents
 - Provision for the Director, CCHQ to adjust date of an HPSP agreement for certain officers



Practice Hours



Who Is Required to Obtain Practice Hours?

- Per POM 821.77 Certification of Practice Hours the following officers must obtain a minimum of 80 practice hours annually.
 - All Corps officers who are in clinical deployment roles
 - Officers applying for/receiving Health Special Pay (Incentive Pay (IP) and/or Retention Bonus (RB))



How to Obtain Practice Hours?

- Officers can obtain practice hours through your primary job duties if your current position/billet is designated as (Office of Personnel Management (OPM) Job Code 81.
- If not in a Job Code 81 and with your supervisor's approval, you need to determine will you obtain your hours as an official duty or as a non-official duty.



How to Obtain Practice Hours?

- Official Duty-obtain hours as an official duty (during duty hours)
 - An MOU between your agency and another non-HHS federal agency
 - A TDY to an HHS clinical site
 - Deployment (if gaining practice hours is authorized by CCHQ for the deployment)
 - Obtaining practice hours as part of your duties via billet addendum PHS-7085 Form



How to Obtain Practice Hours?

- Non-Official Duty-obtain hours as a non-official duty (outside of duty hours)
 - Clinical practice hours can be performed after scheduled duty work hours or on weekends and/or on annual leave through completion of form HHS-520 “Request for Approval of Outside Activity.”
 - An officer can accumulate practice hours through activities for an outside organization even if he or she is paid for this work.

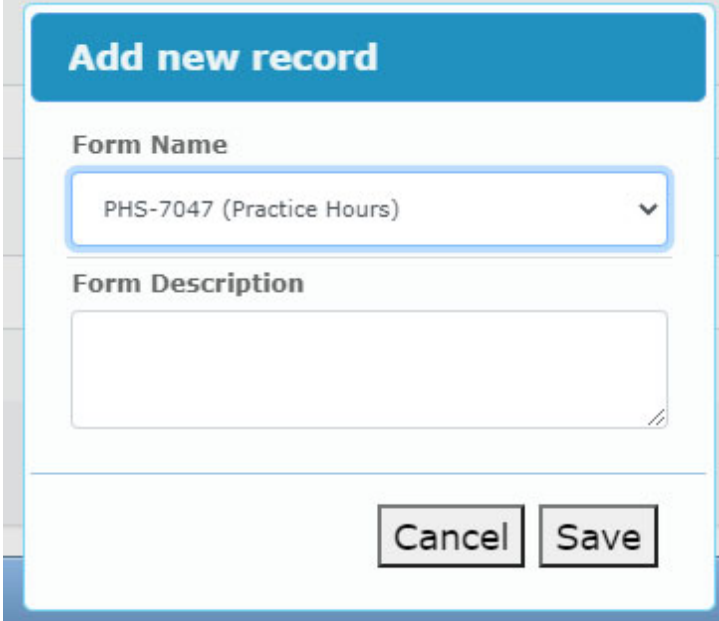


Validation of Practice Hours

- Effective June 1, 2020 the online PHS-7047 (Practice Hours) form is the only form that will be accepted.

PHS-7047(pdf) is no longer used.

- This form is found in the “Forms” section of your Officer Secure Area.



Add new record

Form Name
PHS-7047 (Practice Hours) ▼

Form Description

Cancel Save



When are Practice Hours due?

- Per POM 821.77, “The officer must complete and sign Form PHS-7047 and then upload it each year on the anniversary of their most recent IP date or by 31 December (for those not receiving IP)...”
- On September 30, 2020 it was announced by CCHQ that officers will not have to report their 2020 Practice Hours until **March 31, 2021.**



Practice Hours - PHS Form 7085 – Position / Billet Addendum

- What is Form 7085
- Who needs to complete Form 7085
- Completing Form 7085
- Submitting Form 7085



What is Form 7085?

- Form 7085 – Position / Billet Addendum
- Adds official duty activities to your position description
- Documents that the activity is an official duty
- Provides Federal Tort Claims Act protection for negligence or malpractice during the practice hours activity



Who Needs to Complete Form 7085?

- If the officer is not in a clinical position (Code 81) as designated by Code 81 on the Promotion Information Report (PIR)
- When the activity is not currently considered as part of the officer's official duties
- If the officer does not receive additional compensation for the activities



Completing Form 7085

- Current duty station and facility where additional duties performed may be different or may be the same
- Form signed by your duty station immediate supervisor who is validating that the activity is part of your duty
- Don't forget to initial all sections on second page
- Email the completed form to your Regional Liaison



Submitting Form 7085

- The Regional Liaison will review the form
 - The form will be returned for revision or changes if needed
 - Once signed by Liaison, it will be emailed to officer
- Officer submits the Form 7085 to their eOPF via eDOC-U



Practice Hours In Summary

- Officer in a clinical billet/position requesting IP or RB and officers in a primary clinical deployment roles are required to obtain a minimum of 80 practice hours annually.
- Practice hours may be obtained as an Official Duty Activity or a Non-Official Duty Activity.
- Officers validate their practice hours using the online Form PHS-7047. **No paper PHS-7047 will be accepted.**



Practice Hours In Summary

- Practice hours obtained during official duty must fill out Form-7085 and directly upload it via eDOC-U under the Document Type “*PHS7085 Billet/Position Addendum*”
- 2020 Practice Hours are due **March 31, 2021**
- Going forward, practice hours are due each year on the anniversary of their most recent IP date or by December 31 for those not receiving HPSP.



UPDATES ON ITEMS FROM PREVIOUS MONTHLY MEETINGS



Updates From Previous Monthly Meetings

- Desk Audits for positions occupied by officers. Can these be started now?
- What can be done for officers who were receiving HPSP agreements that expired during the suspension of retirements?
- Are former or current pharmacy residents eligible to receive an Accession Bonus?
- Is Hazardous Duty Incentive Pay authorized for officers in direct response to the COVID-19 Pandemic?



Updates From Previous Monthly Meetings

- Family Separation Allowance: Finalizing the FSA request submission process
- Intra-agency COVID-19 Activities Deployment Credit: Forthcoming survey
- Physical Training Uniforms (PTU)
- COVID-19 Pandemic Campaign Medal and COVID-19 Presidential Unit Citation (PUC)



ANSWERING YOUR SUBMITTED QUESTIONS



LIVE QUESTIONS AND ANSWERS



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
7 April 2021 at 3:30 PM EST**

Thank you!

