



INDIAN HEALTH SERVICE HEADQUARTERS

Welcome to the IHS Commissioned Corps All-Hands Call May 5, 2021

You will hear music as you wait for the meeting to begin.

Conference Dial In: 1-888-391-3141
Participant Code: 8680097

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





INDIAN HEALTH SERVICE HEADQUARTERS

IHS Corps Officers All-Hands

May 5, 2021

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Agenda

- Commissioned Corps Updates
- Waivers (Medical and Deployment)
- Telework Agreements
- Answering Your Submitted Questions
- Live Questions and Answers



Commissioned Corps Updates



Commissioned Corps Updates

- Continuous Evaluation Program
- OIG Deployment Review – UC Mission
- 2021 CPO Call for Nominations
- eCORPS Management



Commissioned Corps Updates

- Assignment Pay
- Summer Whites
- Unaccompanied Children Program
- The Commissioned Corps Bulletin



Waivers (Medical and Deployment)



Medical Waiver Program

- **Purpose**

- *“Is to assist the Corps in implementing the Department’s policy on medical and force readiness, while reducing unintentional injuries due to the inappropriate application of an immunization or physical readiness requirement.”* [Commissioned Corps Instruction 221.02](#)
[“Medical Readiness](#)



Medical Waiver Program

- **Types of Medical Waivers**

- **Permanent Medical Waivers**

- Permanent long-term renewable medical waivers may be granted for conditions that are unlikely to improve in the foreseeable future, but do not prevent an officer from performing, for more than two years, the cardiorespiratory endurance section of the APFT or from being deployed.

- **Time-Limited Medical Waivers**

- Temporary time-limited medical waivers may be granted for a documented health condition that is likely to improve within 12 months, or less, from the date that the request was received by MA.



Medical Waiver Program

- **Medical Waivers (Are personal exemptions from performing/engaging in one or more of the following:**
 - Deployment (which is communicated to Readiness and Deployment Branch (RDB)
 - Receiving one or more immunization
 - Performance of all or part of the APFT
 - Meeting weight standards
 - Maintaining uniform requirements (e.g., beard waiver, shoe waivers)
 - Completing Basic Life Support training
 - Fulfilling other requirements necessary for meeting and/or maintain the Basic Level of Force Readiness



Medical Waiver Program

- **Medical Readiness Categories (MRC)**
 - Medical Affairs communicates internally to RDB about your medical deployment status without disclosing protected health information by placing officer into four categories:
 - MRC-1: Fully deployable
 - MRC-2: Deployable with limitations or specific needs
 - MRC-3: Non- Deployable
 - MRC-4: Critical Information pending – Currently non-deployable
 - Unfortunately, you can't see your assigned MRC on your Readiness dashboard (yet)



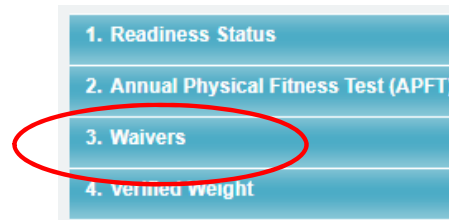
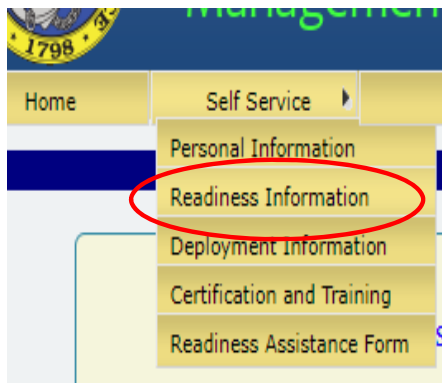
Medical Waiver Program

- **Process of Requesting Medical Waiver**
 - Fill out the [Active Duty and Reserve Corps Medical Waiver Request Form](#)
 - Clearly state the specific waiver category requested
 - Submit the Waiver Request Form along with required signed medical documentation from your provider which specifies;
 - Your medical condition and diagnoses that justifies the waiver request
 - Estimate and justify the period of time you will require the waiver
 - Estimate when you will be able to perform the waived requirement
 - Submit both the waiver request form and your medical documents as **one pdf** through eDOC-U in your Officer Secure Area. Upload the documents in the Medical category as “*Request for Medical Waiver.*”



Medical Waiver Program

- Officers will not be sent a confirmation of the granting of a waiver.
 - You can review your waiver status by going into your Readiness Self-Service (RDB) Page, selecting the Readiness Information page and then clicking the “Waiver” tab. (see images below)



Medical Waiver Program

■ Summary

- Per Commissioned Corps Directive (CCD 111.03) “Conditions of Service”
 - *“All officers are required to promptly inform Medical Affairs of any significant new medical/mental health diagnoses which could potentially affect their long term health status (i.e., not likely to resolve within one year).”*
- Any officer who, because of a documented medical condition, cannot be deployed or who cannot complete any of the cardiorespiratory endurance exercises of the Annual Physical Fitness Testing (APFT) for 24 consecutive months is not eligible for a medical waiver and must be referred to MA for review by a Medical Review Board
- Approval of Medical Waiver requests is not guaranteed. Medical Affairs has sole discretion of approval and time limitations of all medical waivers.
- All officers are responsible for adhering to the guidelines established in [Commissioned Corps Instruction 221.02 “Medical Readiness”](#)



Medical Waiver Program

More information on the Medical Waiver Program go to:

https://dcp.psc.gov/ccmis/Medical%20Affairs/MA_medical_waiver_program.aspx



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**

As Public Health Service Officers and America's Health Responders, we stand ready to preserve public health and national security during national or global health emergencies. Our mission is to be out the door as soon as requested, as this is an "all hands on deck" situation. All Corps officers were placed on involuntary deploy or "alert" status effective Wednesday, March 25, 2020, irrespective of the "on-call month" status. Under Commissioned Corps Directive 121.02, "Deployment and Readiness," as directed by Assistant Secretary for Health, Commissioned Corps Headquarters will deploy Commissioned Corps officers assigned to HHS OpDivs/StaffDivs, either voluntarily or involuntarily and without supervisory approval, who are not considered mission critical, for deployments, under the current National Emergency. Mission critical requests sent to CCHQ are not final until the request is approved by the CCHQ Director as per the POM 821.76 "Deployment Procedures". An officer with a non-HHS organization may be deployed in accordance with the Memorandum of Agreement/Understanding between the Public Health Service Commissioned Corps and the non-HHS organization.

Medical Affairs

Medical Waiver Program

Public Health Service officers can have health conditions that make it unsafe for them to participate in or to complete some readiness requirements. The purpose of the Medical Waiver Program is to assist the U.S. Public Health Service Commissioned Corps in implementing policies on medical and force readiness, while, at the same time, reducing the officer's risk of unintended injury or worsening of an existing medical condition. This program is administered by the Medical Affairs Branch (MAB) within Commissioned Corps Headquarters. Approval of Medical Waiver requests is not guaranteed. MAB has sole discretion of approval and time limitations of all medical waivers.



USER ASSISTANCE

Please check our [Frequently Asked Questions \(FAQs\)](#). FAQs are located at the top of the page next to the search function.



Telework Agreements



Telework Agreements

- **Governing Policy**
 - DHHS Office of Human Resources Instruction 990-1.2: [“Telework Policy”](#)
 - Commissioned Corps Instruction 313.01 [“Telework”](#)
 - Indian Health Manual Part 7, Chapter 6 [“Telework Arrangement Program”](#)
- **CCHQ Telework Frequently Asked Questions** [“Telework Policy”](#)
- **Approved Sources of Telework**
 - HHS Learning Management System-[HHS Access Management System](#)
 - Telework for Government Employees, Telework 101 for Managers
 - OPM Training- [Telework.gov/Training Resources](#)
 - Telework Fundamentals: Employee and Manager Training



Telework Agreements

- **What is telework?**

- The performance of official duties at an alternate worksite geographically convenient to the officer on a *regular* or *episodic* basis.
- Telework does not include work done on official travel or mobile work (work that is regularly done at multiple worksites or locations).
- Telework is a benefit, not an entitlement. Telework may be authorized to the extent that mission objectives are met.

- **Eligibility**

- Duties are portable and can be overseen at the alternate work site (AWS)
- No pending or current adverse actions, violating Standards of Employees of the Executive Branch, AWOL or time/attendance issues, not basic ready, security issues (misuse of information/IT systems)



Telework Agreements

- **Responsibilities**

- Agreements: Must be in writing and reviewed annually.
- Training: Officers and Supervisors must complete telework training at least once per fiscal year
- Alternate Work Site:
 - Officers must maintain internet service and any other personal expenses related to telework
 - Keep the AWS free from interruptions, safety hazards or dangers
 - The government assumes no liability for injury or damage to property for telework aside from any applicable requirements of [21 U.S.C. 3721](#).



Telework Agreements

- **Responsibilities**

- Officer responsibilities

- Request to telework must be in writing
 - Engage only in official duties while teleworking and adhere to [Standards of Conduct for Executive Branch Employees](#) and any supplements at the telework site
 - Notify your supervisor of any conditions that impact your ability to telework
 - Upon reasonable notice (~1 day), report to the primary duty station when the need arises



Telework Agreements

- **Responsibilities**

- Officer responsibilities

- Follow leave processes just as if they were at the primary duty station
 - Maintain a phone line whereby you can be contacted during business hours
 - Be accessible via telephone or email at all times during business hours
 - Ensure the safety and security of all government furnished equipment and information.
 - Liability for damage to any government-supplied property
 - All government-owned equipment is to be used only for authorized purposes.



Telework Agreements

- **Submitting the Telework Agreement**

- Discuss telework options with your supervisor and complete the training
- Complete the telework agreement form and submit it to your Regional Liaison Team along with copies of the current telework training certificates. (https://www.ihs.gov/sites/dcps/themes/responsive2017/display_objects/documents/IHS_Telework_Agreement_Corps_Officers-2020.pdf)
- Regional Liaison Team will complete administrative checks and return approved agreements to the officer
- Upload final signed agreement into your eOPF

Document Category:
Document Type:
Document Date:
 I want to receive a notification email
All fields are required

Upload File Name: No file chosen



ANSWERING YOUR SUBMITTED QUESTIONS



LIVE QUESTIONS AND ANSWERS



The DCPS Website

Division of Commissioned Personnel Support (DCPS)

Training Webinars

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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 July 2021 at 3:30 PM EST**

Thank you!

