

# Nursing Professional Advisory Committee

## U.S. Public Health Service

### I. Introduction of Members in Attendance

#### N-PAC Voting Membership

Rank	Last Name	First Name	Agency	Term	Attendance
CDR	Gordon	Veronica	<b>AT LARGE</b>	Oct 09 – Sep 11	Present
CDR	Pollard	Anita	<b>BOP</b>	Oct 08 – Sep 11	Present
CDR	Hogan	Lisa	<b>BOP</b>	Oct 09 – Sep 12	Present
LCDR	Thomas	Timothy	<b>BOP</b>	Oct 07 – Sep 10	Absent
LCDR	Ridenour	Marilyn	<b>CDC</b>	Oct 09 – Sep 12	Present
LCDR	Krishnan	Malini	<b>CMS</b>	Oct 09 – Sep 12	Present
CDR	Hieber	Lysa	<b>DHS</b>	Oct 08 – Sep 11	Present
CDR	Bruce	Cox	<b>DHS</b>	Oct 09 – Sep 12	Absent
CDR	Sweeney	Colleen	<b>FDA</b>	Oct 08 – Sep 11	Present
LCDR	Mei-Ying	Li	<b>FDA</b>	Oct 09 – Sep 12	Present
CAPT	Trent-Adams	Sylvia	<b>HRSA / NPAC Chair</b>	Oct 07 – Sep 10	Present
LCDR	Bartgis	Bryen	<b>HIS</b>	Oct 09 – Sep 12	Absent
CDR	Webb	Amy	<b>HIS</b>	Oct 08 – Sep 11	Present
CIV	Koyama	Kirk	<b>HIS</b>	Oct 08 – Sep 11	Absent
CAPT	Orsega	Susan	<b>NIH</b>	Oct 07 – Sep 10	Present
LCDR	Matlock	Ann Marie	<b>NIH</b>	Oct 07 – Sep 10	Present
CDR	Pryor	Thomas	<b>OS/PSC Chair Elect</b>	Oct 08 – Sep 11	Present
CDR	Haynes-Battle	Josefine	<b>SAMHSA</b>	Oct 07 – Sep 10	Excused
LCDR	Burns	Darin	<b>USMS</b>	Apr 10- Sep 13	Present
EX-OFFICIO					
RADM	Nessler	Kerry	<b>NIH/CNO</b>	Nov 09– Sep 13	Present
CAPT	Poindexter	Michelle	<b>HRSA / Past Chair Elect</b>	Oct 07 – Sep 10	Excused
LCDR	Brooks	Mary	<b>Executive Secretary</b>	Oct 09 – Sep 10	Present
LCDR	Johnson	Anita	<b>Executive Sec-Elect</b>	Oct 09 – Sep 10	Present
LT	Hardin	Joshua	<b>COF Financial</b>	Mar 08 – Sep 10	Excused
LIASIONS					
CDR	Larkin	Sue	<b>Liaison, FedNA</b>		Excused
OPEN			<b>Nurse Category CAM</b>		N/A
CAPT	Lambert	Mary	<b>COA Nurse Rep</b>		N/A
CAPT	Collins	Amy	<b>Senior Nurse Mentoring</b>		N/A
CDR	McGuire	Moira	<b>Nurse History Co-Chair</b>		N/A

<b>SUBCOMMITTEE CO-CHAIRS</b>				
<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>	<b>Subcommittee</b>	<b>Attendance</b>
LCDR	Skelton	Heather	Awards	Present
LT	McBryde	Stacy	Communications	Present
CDR		Amy Beth	Communications	Absent
CDR	Anderson	Amy	Career Development	Excused
LCDR	Allison	Adams-McLean	Events	Absent
CDR	Gentile	George	Readiness and Response	Absent
CDR	Adams-King	Janice	Resource Reach	Absent

**II. Acceptance of Minutes**

April 2010 minutes were presented to the committee members for acceptance and approval. CDR Gordon made a motion to approve the minutes as written and a second was made by LCDR Li. The minutes were approved and will be sent to the Communications Point of Contact for posting to the N-PAC Website.

**III. Chief Nurse Officer Report – RADM Kerry Nessler**

**Congratulations to all our Promoted Nursing Officers!** The selection for this honor reflects your hard work, exceptional performance, and commitment to the Corps. Your promotion also carries with it new opportunities to serve not only your program and agency, but also the Nurse Category and the Corps as a whole. Please accept my best wishes for continued success.

**President Obama addressed the American Nursing Association (ANA) House of Delegates** on June 16 at the Washington Hilton and Towers, Washington, DC. I had the wonderful opportunity to attend the American Nursing Association (ANA) House of Delegates convention, and needless to say, I was thrilled to hear the President of the United States give praise and credit to the nurses! Every two years, the ANA House of Delegates meets in June to consider the pressing issues on the nursing landscape, deliberate association positions, and set policies moving forward.

Delegates are charged to act on behalf of the entire association for the benefit of ANA and nursing as a whole. The issues before the house may be new, cutting-edge and politically complex. Attention is focused on the big picture and policy direction issues that determine the preferred future of the profession and association.

I will be attending the ANA meeting again this Saturday, June 19, to provide a brief summary of the Federal Nursing Service Council activities.

**SGPAC-CPO-PAC Chairs Report:**

As many of you may know, with passage of the Affordable Care Act (Health Care Reform) there were provisions that positively impacted the Commissioned Corps, with a few unintended consequences.

- a) Regular and Ready Reserve Corps
- b) Call to Active Duty (CAD)
- c) Jr. and Sr. CoSTEP Program
- d) New Public Health-Science Track – 850 Officers

The Deputy Secretary's management review of the Corps should be completed in early July 2010.

### **Basic Readiness:**

OFRD's official Basis Readiness Status review will be conducted on 30 June 2010.

The Nurse Category Readiness Status as of **11-June-2010: 51.32%**

### **Recent updates from the past 5 quarters:**

The Nurse Category Readiness Status as of **31-Mar-2010: 94.88%**

The Nurse Category Readiness Status as of **31-Dec-2009: 94.36%**

The Nurse Category Readiness Status as of **30-Sep-2009: 95.17%**

The Nurse Category Readiness Status as of **30-Jun-2009: 93.79%**

The Nurse Category Readiness Status as of **31-Mar-2009: 93.42%**

As you are well aware, all immunization data must be officially reported to MAB. Please be patient if you have submitted your records. Currently, the MAB staff are about 2 weeks behind in inputting the submitted data. OFRD will not conduct the basic readiness run until all data has been recorded. But, please note, MAB must still receive the required immunization data in their office by June 30, 2010.

### **Clinical Nursing Billets Revision:**

As you know by now, transformation of the Commissioned Corps Billet Collection System (BCS) is underway. The tentative launch date for Nurse Category participation for all clinical billets is now mid-July 2010. CAPT Bailey and CAPT Anderson (select) met with Ms. Sandra Haldane and IHS leadership on March 23, in Phoenix, Arizona to discuss this new process. In addition, leadership met with NIH to discuss clinical billets.

Due to this extra work and time, we have improved the system for nursing and created at least three new nursing billets to capture the Advanced Practice Nurse's special skill, authority, and responsibilities. I will meet with the working group on Monday, June 21 to finalize and approve the New Billet Collection System for clinical nursing billets.

All Nurse Officers are strongly encouraged to prepare themselves for this activity by completing the short BCS tutorial (video or text) which can be found at

[http://dcp.psc.gov/Billets\\_Tutorial.aspx](http://dcp.psc.gov/Billets_Tutorial.aspx). Frequently asked questions, in support of billets transformation, can be found at <http://usphs.gov/transformation/billet.aspx>.

**Leadership and Upcoming Opportunities:**

**LT Jennifer Sarchet has been appointed as the CNO Assistant to the Federal Nursing Service Council.** This council is composed of the Chief Nurse Officers from the US Public Health Service, the US Air Force, US Army, US Navy, US Department of Veterans Affairs, and the American Red Cross. The mission is to “bring together its collective leadership and experience to advance and strengthen professional nursing practice among federal agencies and the American Red Cross”. The vision statement is “United to Address Tomorrow’s Health Care Challenges Today

**Past Meetings:**

**International Nurses Day 2010 International Year of the Nurse: Nursing Celebration on Sunday, April 25, from 4-5pm, at the National Cathedral in D.C.** The IND theme for 2010 was: *Delivering Quality, Serving Communities: Nurses Leading Chronic Care.*

**May 12 - 13, 2010 Global Forum for Government Chief Nursing and Midwifery Officers (GCNMOs).**

73 Government Chief Nursing and Midwifery Officers from 65 countries across six regions participated in this very successful Forum. Princess Muna Al Hussein, WHO Patron for Nursing and Midwifery in the Eastern Mediterranean Region gave the keynote address and also led the brainstorming meeting on global resource mobilization initiative to support nursing and Midwifery programs. A Position Statement on Nursing and Midwifery's support for Health System Strengthening and contributions to the Achievement of the MDGs was generated at the conclusion of the Global Forum.

**May 14 - 15 , 2010 TRIAD Meeting** for Government Chief Nursing and Midwifery Officers, Presidents of National Nursing and Midwifery Associations and Representatives from regulatory councils. Three key issues were addressed, namely, economic crisis and its impact on nursing and midwifery, Chronic Diseases, and Health System Strengthening: Nursing and Midwifery Contributions

The TRIAD Communique articulating nursing and midwifery position and contributions in all three key issues was produced at the end of the TRIAD. TRIAD participants totalled over 200 nursing and midwifery leaders.

**May 17 to 21, 2010 The World Health Assembly (WHA)**

Strengthening Nursing and Midwifery was an agenda item at the WHA this year. WHO welcome the Nursing and Midwifery leaders who participated at the WHA as part of the country delegations. It was observed that 15 countries have included Government Chief Nurses and Midwifery Officers and/or leaders in their official country delegation to the WHA for the first time. New Zealand reported three nursing and midwifery leaders in their delegation.

At the WHA, 16 countries from all 6 regions plus ICN made very significant interventions for strengthening nursing and midwifery. Kenya forwarded a recommendation for “tabling “a new Nursing and Midwifery Resolution at the 2011 Executive Board Meeting (2011) for endorsement at the WHA 2011. Kenya's recommendation was supported by 9 Member States (Zimbabwe, UK, Finland, Ghana, Spain, Australia, South Africa, Tanzania, and Swaziland). Kenya will work with Member States in drafting the New Nursing and Midwifery Resolution in time for submission and discussion at the EB. Dr. Viroj Tangcharoensathien, GAGNM member agreed to provide the group with the needed assistance.

WHO Code of Practice on the Practice on the International Recruitment of Health Personnel was passed. It is a voluntary code and the U.S. will be developing their implementation strategy in the near future. This is only the 2<sup>nd</sup> Code to ever pass in WHO.

#### **Nurse Recognition Day –**

The 19<sup>th</sup> Annual USPHS Nurse Recognition Day occurred in the Lister Hill Auditorium of the National Institutes of Health, Bethesda, MD on 7 May 2010. Congratulations to all that made this year’s recognition day so meaningful and productive! Nice job!

#### **COF Training Symposium and Nurse Category Day – San Diego**

The 2010 USPHS Scientific and Training Symposium was held in San Diego, California. Both the Symposium and Nurse Category Day events were very successful. In addition to the Surgeon General, VADM Regina Benjamin and the Assistant Secretary for Health (ASH), Dr. Howard Koh, we were honored by the attendance of the 17<sup>th</sup> Surgeon General, VADM Richard Carmona during the Symposium. Over 1,000 participants attended.

The Nurse Category Day event examined an overview of a social and ecological model that focused on urban wellness initiatives, the evolving roles of public health nurses, the vital roles for nurses in designing and implementing a more effective and efficient health care system and the critical role of nurses in developing health care policy aimed at eliminating health care disparities.

**The Board of Directors of the American Association of Colleges of Nursing (AACN)** is holding their Spring Annual Meeting and Sunday Reception the evening of 21 March. The American Association of Colleges of Nursing (AACN) is the national voice for America's baccalaureate- and higher-degree nursing education programs. AACN's educational, research, governmental advocacy, data collection, publications, and other programs work to establish quality standards for bachelor's- and graduate-degree nursing education, assist deans and directors to implement those standards, influence the nursing profession to improve health care, and promote public support of baccalaureate and graduate education, research, and practice in nursing— the nation's largest health care profession.

#### **Speaking Engagements:**

I am pleased to join RADM Kendig and CAPT Poindexter on July 15, 2010 to their visit to Butner Corrections Complex, Butner, North Carolina.

Provide the luncheon address at the 2010 Nurse Leaders in Native Care Conference on July 19-23, 2010 in Washington, D. C. “Transforming Indian Health Care through Nursing Leadership”.

**PHS Nurses in the News – Please join me in congratulating our nurses for their Exceptional Leadership and Accomplishments!**

**Dr. Irene Sandvold** has been working in nursing for 46 years. But the branch chief of HRSA’s Advanced Education Nursing program still was “surprised” when she first learned about her Lifetime Achievement Award. Surrounded by her colleagues, Sandvold was honored on April 15 during the annual meeting of the National Organization of Nurse Practitioner Faculties in Washington, D.C. -- for 20 years of expert support to schools of nursing, both in the U.S. and abroad. A public health nurse and certified nurse-midwife in the Bureau of Health Professions, Sandvold began her career in birthing centers in Alameda County (Calif.). She eventually served with the U.S. Agency for International Development as a public health advisor to the Republic of Vietnam; and as a health, population and nutrition officer in Ghana, where she also served in the Peace Corps. Sandvold has taught nurse midwifery at Johns Hopkins and Georgetown Universities, and has worked for the Pan American Health Organization’s Regional Office of the World Health Organization in D.C.

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Congratulations to **Ms. E. Michele Richardson**, M.S., B.S.N., R.N., Director of the Division of Nursing, Bureau of Health Professions, HRSA has been accepted as a Fellow in the American Academy of Nursing (FAAN)

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Congratulations to **CAPT Patricia Riley**, from CDC, has been inducted as a Fellow in the American College of Nursing and Midwifery (FACNM).

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Thank you to **CAPT Je’Annine O’Malley**, from CMS. The Seattle Mariners yearly host a Military Appreciation Day that includes military members for all the uniformed services in the ballgame opening ceremony. CAPT O’Malley as the only PHS member of the Reserve Officers Association Seattle Chapter participated in the opening ceremony on April 17, 2010. She represented the USPHS Commissioned Corps and CMS well!!

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Congratulations to **CAPT Roberta Lavin** on her recent retirement after a stellar 20 year career with the USPHS. She had a wonderful retirement ceremony on June 15 at the HHH. RADM Arthur Lawrence officiated the ceremony and RADM Mary Pat Couig (ret), CDR McGuire and I provided remarks. You'll be missed, Roberta!

Special Note: Former Deputy Surgeon General and Chief Nurse Officer (CNO), **RADM Faye Abdellah** (ret) has a new home, The Sylvestery, where she will continue to be treated with genuine compassion and continuous quality care. In 1981, U.S. Surgeon General C. Everett Koop named Dr. Abdellah Deputy Surgeon General, making her the first nurse and first woman to hold the position. RADM Abdellah honorably served this nation as the Deputy Surgeon General from 1981-1989 and as the third CNO from October 1, 1970 through October 31, 1987.

Friends and colleagues can contact her at:

Doctor Faye Glenn Abdellah  
The Sylvestery  
1728 Kirby Road, Suite 104  
McLean, VA 22101

**IV. COF Financial Report - LT Joshua Hardin**

Total amount spent for COF is pending. We have received funds to the General NPAC funds approximately \$6,000

**V. N-PAC Chair Report – CAPT Sylvia Trent-Adams**

NRD, Dr Mary Wakefield was the keynote speaker. Award recipients are listed on the website. Congratulations to them all. We acknowledge the N-PAC nurses for the excellent coordinating NRD and COF Nurse Category day.

**Nursing Professional Advisory Committee Announces Recipients of the 2010 Publication Awards and the Minnigerode Awards for Nursing Excellence**

The Commissioned Corps of the U.S. Public Health Service Nursing Professional Advisory Committee (N-PAC) would like to acknowledge the recipients of the 2010 Publication Awards and the Minnigerode Awards for Nursing Excellence (MANE). They were recognized at Nursing Recognition Day on 7 May 2010. Each recipient demonstrates resourcefulness and dedication to the mission of the Public Health Service and adds immense value to the art and science of nursing. These awards collectively recognize nurses whose professional and technical skills and competence continue to raise the quality of nursing. Please help us honor these outstanding nurses!

The three Publication Awards are presented annually to Department of Health and Human Services Commissioned Corps, Civil Service, or Tribal Direct Hire nurses who have either authored publications in the past 2 years or recently had work accepted for publication.

*The RADM Faye G. Abdellah Award* recognizes nurses who stimulate the development of nursing knowledge and practice through scientific investigation and

research. The 2010 award was presented to **Dr. Sandra Mitchell of the National Institutes of Health in Bethesda, MD**, for her publication, "Determinants of Functional Performance in Long-Term Survivors of Allogeneic Hematopoietic Stem Cell Transplantation with Chronic Graft-Versus-Host Disease (cGVHD)."

***The RADM O. Marie Henry Publication Award for Clinical Nursing Practice*** recognizes nurses who author publications, highlighting clinical nursing practice. The 2010 award was presented to **LCDR Jacquin Jones and Mary Padzur, RN, MSN, CRNP**, for their publication, "Vaccines, An Innovative Approach to Treating Cancer."

***The RADM Julia R. Plotnick Publication Award for Health/Nursing Policy*** recognizes nurses authoring publications that inform and educate consumers and/or health care practitioners about significant health-related issues. The 2010 award was presented to **CAPT Keian Weld, Office of the Secretary, Washington, DC**, for his publication titled, "A Framework for Guiding Health Literacy Research in Populations with Universal Access to Health Care."

The five MANE Awards are presented annually to HHS Commissioned Corps, Civil Service, or Tribal Direct Hire nurses who demonstrate outstanding nursing contributions with measurable benefits through innovation and creativity.

***The McLaughlin Award for Clinical Services*** recognizes exemplary leadership and skill resulting in noteworthy accomplishments as a clinician over a period of time focusing on the timely and ethical delivery of health care in a direct care setting. The provision of services improve health outcomes and/or services for patients/clients as well as enhance employee and/or patient/client relationships, productivity, quality, work methods and timeliness of health care delivery. The 2010 award was presented to **CDR Larry Alonso of the Indian Health Services Cononcito Clinic in New Mexico**, for his leadership and initiative while serving as the single Continuity of Care Provider and Acting Clinic Manager for the Cononcito Band of Navajo, known as To'Hajiilee, which has 2,000 residents and a registered population of nearly 6,000. CDR Alonso has demonstrated exceptional skill, knowledge and judgment in responding to numerous emergencies and challenges to the patients of the clinic, including the implementation of a process to follow-up with patients who had undergone laboratory and diagnostic tests, many of which were urgent or life-threatening. His efforts have vastly improved the care, and in some cases, saved the lives of the patients at Cononcito Clinic.

***The Hanzel Award for Administrative Activities*** recognizes exemplary leadership as a nurse executive that results in noteworthy accomplishments. The 2010 award was presented to

**CDR Marie Casey** for her outstanding organizational accomplishments which led to the creation of the **Division of Recovery Audit Operations** within the **Center for Medicare & Medicaid Services**. CDR Casey's leadership role in this innovative

project led senior management to select her as the Deputy Director and her actions have resulted in unprecedented (greater than \$1B) Medicare Trust Fund Savings which will help ensure that Medicare beneficiaries will continue to receive needed health care services.

***The Hasselmeyer Award for Research Initiatives*** is given to a nurse who demonstrates exemplary leadership resulting in noteworthy accomplishments in conducting nursing research and clinical investigation which stimulates the development of new knowledge and practice in nursing and/or health professions. The 2010 award was presented to **LT Leorey Saligan of the National Institutes of Health in Bethesda, MD**. LT Saligan is the principal investigator in three fatigue studies aiming to better understand the molecular-genetic mechanisms involved in fatigue in various patient populations. He has facilitated the formation and maintenance of collaborations among the National Institute for Learning Research (NINR), National Cancer Institute, National Heart, Lung, and Blood Institute, Rehabilitation Department of the Clinical Center of the NIH, and the Rheumatology Department of Georgetown University Hospital in Washington, DC. His leadership in the formation of these collaborations paved the way to the development of his protocol, as well as facilitating the development of collaborations between other NINR investigators and investigators in other institutes. Additionally, his protocol format is now used as the template for all NINR protocols.

***The Petry Leone Award for Health Promotion and Education*** recognizes exemplary leadership as a nurse educator resulting in noteworthy accomplishments in patient/client or professional education, which informs and educates consumers and/or health care practitioners about significant health-related issues and promotes healthy lifestyles. The 2010 award was presented to **CAPT Karen Hench of the Health Resources and Services Administration, Rockville, MD**, for her exemplary leadership and noteworthy accomplishments in conceptualizing, coordinating, creating, and disseminating important new HHS consumer, provider, and community tools to promote maternal wellness and reduce the risk of preventable adverse maternal, infant, and family behavioral health outcomes.

***The Gregg Group Award for Teamwork*** recognizes exemplary leadership contributions by nursing teams that result in noteworthy accomplishments and positive outcomes towards the attainment of HHS goals. The 2010 award was presented to **CAPT (Ret.) Lauren Tancona, RN, BSN; Marilyn Yellowman, RN, BSN, and Carol Dahozy, RN, MSN, of the Indian Health Service, Phoenix, AZ**, for their leadership in creating a multidisciplinary team for Tribal/State Sexually Transmitted Disease collaboration from October 2009 to February 2010. The collaboration had 53 attendees, including individuals from tribal communities in Arizona, Arizona State STD program, Centers for Disease Control and Prevention Health Advisors, and Indian Health Service. The outcome of this collaboration will lead to a potential Request for Proposal from the Arizona State STD program for American Indian/Alaska Native communities.

Congratulations to all of these outstanding nurses!

### **New Commissioned Officers' Effectiveness Report 2010 Resource Materials**

Officers of the Commissioned Corps of the U.S. Public Health Service (Corps) are evaluated annually on their performance and effectiveness. The Commissioned Officers' Effectiveness Report (COER) should identify an officer's accomplishments and areas in need of development. Since ratings using the old instrument resulted in nearly perfect ratings for most officers, it was difficult to identify development needs and to measure improvement with inflated scores.

The Office of Commissioned Corps Force Management (OCCFM), in coordination with the Office of Commissioned Corps Operations (OCCO), and the Commissioned Corps Systems Branch, have developed a new instrument and updated the system. The new COER will be implemented and launched on 1 October 2010.

Representatives from OCCFM and OCCO will co-facilitate the COER Educational Advisory Panel (COER EAP) that will develop the curriculum and educational plan. The upgraded system was pilot tested and the rating scale was comparatively analyzed. The results were presented to the Surgeon General's Policy Advisory Council including the Chief Professional Officers, the Professional Advisory Committee Chairs, and the Commissioned Corps Liaisons.

The Program Evaluation and Oversight Division (PEOD) of OCCFM and the Division of Commissioned Corps Officer Support (DCCOS) of OCCO will be facilitating the implementation of the COER.

The COER EAP will determine strategies and training needs for a smooth transition to the new revised COER. Our hope is that ratings will accurately identify where there is a need for improvement, reflect the areas of strength for each officer, and increase the likelihood an officer will be rated fairly. The educational materials that are immediately available through the Commissioned Corps Management Information System Web site are listed below. Depending on the EAP, additional material will be developed and distributed ([http://dcp.psc.gov/COER\\_resources\\_2010.aspx](http://dcp.psc.gov/COER_resources_2010.aspx)).

### **Important Message on Background Investigations**

Commissioned Corps Instruction (CCI) 231.04, titled "Background Investigation Requirement," dated 04 March 2008, states all active duty officers of the Commissioned Corps of the U.S. Public Health Service (Corps) are required to have a favorably adjudicated Access National Agency Check and Inquiries (ANACI)

investigation with an additional State criminal history child care check in order to be eligible for a Secret security clearance. Meeting this requirement is crucial to accomplishing the mission of the Department of Health and Human Services (HHS). Moreover, the requirement is a condition of employment for Corps officers.

HHS Operating Divisions (OPDIVs) are in the process of conducting **reinvestigations** for Corps officers. Therefore, as a Corps officer, if you are contacted by your OPDIV's Personnel Security Office, it is imperative that you respond within the allocated time frame to complete the required reinvestigation documentation. Please follow the instructions regarding the background investigation process as outlined by your OPDIV's Personnel Security Office, including providing additional documentation such as fingerprint cards.

Not all officers are required at this time to undergo a reinvestigation. However, officers who are contacted and do not comply with the requirements will be subject to disciplinary actions, including involuntary separation, as authorized within the Commissioned Corps Issuance System.

If you have additional questions when you receive the instructions to start the reinvestigation, please contact your OPDIV's Personnel Security Office or you may e-mail questions to [PHSSecurity@hhs.gov](mailto:PHSSecurity@hhs.gov).

Your attention to this most important matter is greatly appreciated.

Many Agencies will be holding their own Award Ceremonies in July and August. We ask that you actively participate in the promotion celebrations.

Former Surgeon General Carmona author an article in the May 26, JAMA about the restructuring the Commissioned Corps for the 21<sup>st</sup> Century.

NLINC Conference – Nurse Leaders in Native Care Conference, Washington, DC  
July 19-23

Planning for FY 2011 activities for the N-PAC has begun. There are many openings for voting members. The notices will go out on the listserve.

## **VI. CURRENT PROJECTS**

### **a. Website Update – CDR Amy Webb/LT Stacey McBryde**

Update is located under quarterly report for the Communications Subcommittee website workgroup.

### **b. Readiness and Response – CAPT Susan Orsega/CDR George Gentile**

We are close to our goal of 100% Basic Readiness in Nurse Category. The Nurse Category Basic Readiness status as of May \_\_, 2010, was 51% **Make this your time to be part of the 100% compliant.**

The next Office of Force Readiness and Deployment (OFRD) Basic Readiness Status review will be conducted on **June 30, 2010.**

The readiness checklist can be found on the OFRD webpage at <http://oep.osophs.dhhs.gov/ccrf/>.

We encourage you to work to maintain your own Basic Readiness qualification status and to assist and mentor your colleagues as well. Members of the NPAC Readiness committee are here to assist you too.

### **EFFECTIVE IMMEDIATELY: New Immunization Reporting**

As of 1 April 2010, the Medical Affairs Branch (MAB) is now the only source and principal point of contact for all officer immunizations data.

### **WHAT YOU NEED TO DO NOW?**

1. **All officers** should immediately verify their immunization status as currently held on file with MAB by logging into CCMIS secure website at: <https://dcp.psc.gov/cclogin/ccmislogin.aspx>.
2. If your information is not correct, send a fax with documentation of the correct information to 301-594-3299 or 800-535-7691. To ensure your information is appropriately recorded, please make sure **ALL** communications to MAB include your **full name and SERNO** in a prominent place.
3. Future readiness assessments, beginning with the next quarterly assessment on 30 June 2010, will be based on immunization data on file with the MAB.
4. Self-reported data provided through the OFRD website will no longer be utilized for readiness assessment calculations. As of March 31, 2010, officers are required to submit/update one source of their immunization data. All Documentation must now be sent to MAB for official recording and processing. This data is the sole source of immunization data for readiness. MAB immunization data will be available for review by officers in the Direct Access (DA) system no later than June 1, 2010.
5. At that time in accordance with standing procedures, OFRD will provide weekly readiness compliance deficiency notices to officers via email.
6. Reported deficiencies in an officer's immunization status will be based solely on MAB immunization data.

7. To ensure that your information is appropriately recorded, please make sure **ALL** communications to MAB include your full name and SERNO in a prominent place.
8. Also, if you are providing an updated list of immunizations, please help MAB by clearly identifying where the change in information is located, by highlighting or providing some other means of demarcation.

c. Recruitment - CDR Josefine Haynes-Battle/CDR Thomas Pryor

**I. FY 2009 (FEB2010-JUN 2010) Recruitment Sub-Committee  
Goals and Issues**

**Chair and Co-chair:** CDRs Thomas Pryor and Josefine Haynes-Battle

**Working Group Leads:**

- Nurse Applicant Workgroup (NAW)- CAPT Ron Keats, LCDR Tarah Somers
- Every Nurse is an Ambassador Campaign Workgroup (ENIAAC) – CDR Lysa Hieber

**Members on Committee:** Approximately 150-160

**Objectives of subcommittee:**

- Recruitment efforts, targeting graduate and undergraduate programs.
- Develop strategic plan for ENIAAC to align with the vision and the reorganization of DCCR's new ARP, pending implementation.
- Provide an opportunity for previous Associate Recruiters to continue their recruitment efforts through the ENIAAC.
- Communicate with 100% of Commissioned Corps nurse applicants to facilitate awareness of agency opportunities for employment. (NAW)
- Provide follow-up and assistance with the USPHS application process.
- Increase strength and numbers of Nurse Corps Officers (Goal: total of 2,000 by 2012)

**NAW Projects – Current FY 2010:**

- NAW's membership is engaged and very participative with new applicants
- CAD Chief Nurse letters monthly
  - January 2010 – 12 completed
  - February 2010 – 7 completed
  - March 2010 – 9 in progress
- A reference checklist accompanies these letters. The checklist and letter were recently updated per the CNO and the N-PAC Chair
- New members being added to committee to distribute workload

**NAW ongoing projects in FY 2009:**

- NAW continues to work closely with OCCO to establish a best practice for the relaying of candidate information from OCCO to the nurse applicant group
- Co-Task Lead Tarah Somers continues to monitor, change and develop a more efficient data base for use by the NAW.
- Co-Task Lead Ron Keats continues to monitor NAW membership and organizational aspects of NAW
- Efforts being made to increase number of contacts made (30%) with nurse applicants before their CAD date in order to provide assistance.

**ENIAAC Projects:**

- Establish framework for placement of participants based on current HHS Regions. Currently 2 nurses per state and 1 Regional Coordinator identified for a total of 120 active members.
- Developed recruitment outreach “tools” for NPAC Leadership review.
- Some members have already started making presentations to schools etc. using OCCO materials.
- Regional coordinators conducting monthly meetings to formulate work group projects.
- In the process of establishing and conducting regular regional coordinator meetings.
- Need to identify additional co-lead for workload balance.

**VII. QUARTERLY VERBAL SUBCOMMITTEE REPORTS**

**d. Awards – CDR Anita Pollard/LCDR Heather Skelton**

**Quarter Executive Summary**

**Awards subcommittee objective accomplishments from prior fiscal quarter:**

- Publications and Mane award winners received their awards at Nursing Recognition Day. Two of the three Publications Awards winners presented their work for continuing education credits.
- The Carruth Wagner (3), COA (3) and Nurse Responder of the Year (1) Awards were presented this year at the 2010 COF Symposium. One CWA monetary award has not been issued due to non-receipt of the HHS Outside Activity Form.
- The N-PAC Awards Subcommittee webpage has been updated to reflect the 2010 NPAC award winners. An announcement, congratulating all winners, has been forwarded to the Nursing Listserv, Frontline and CC e-bulletin.
- The FY11 awards calendar has been updated with award announcements/closing dates spread throughout the calendar year. Great effort has been made to reduce overlap of award announcement periods.

- Recommended edits to the N-PAC Strategic Plan, Awards section were forwarded to the NPAC Chair. (April 2010)

**Planned activities for the next reporting period:**

- Continue to develop and finalize SOPs for all teams, reflecting how awards are announced, reviewed, processed and ordered (e.g. plaques).
- Ethics forms for the cash awards (five CW Awards and one COA Award) to be edited for clarification.
- Call for submissions for SAAs and other awards for NPAC and subcommittees members to be made in July

**Committee Challenges:** A new Co chair for the Subcommittee to be chosen and mentored as CDR Pollard's three year term as Co chair is complete.

**Budget report for this period:** Award plaques(12), purchased through Awards Crafters of Chantilly, VA. The invoices have been forward to LT Hardin, NPAC Treasurer, for payment.

e. Career Development – CDR Amy Anderson/LCDR Mei Li

**I. FY 2010 Career Sub-Committee Goals**

- ❖ Strengthen nursing practice within USPHS through development of the careers of HHS Nurses.
- ❖ Identify and disseminate relevant career development information to systematically enhance individual performance and potential.
- ❖ Identify pathways and information for officers choosing clinical, applied public health, research, and mental health or any combination.
- ❖ Integrate educational training for all Commissioned Corps Nurses through resources as applicable.
- ❖ Develop and implement a Career Development Mentoring Program.
- ❖ Inform HHS Nurses about global health activities.
- ❖ Develop and maintain dynamic relevant Career Development web pages.

**II. Career Development Sub-Committee Projects**

Completed projects:

- **CJ Reddy:**

**Objective:** This project is developed to advertise and facilitate the attendance of PHS nurses at the Army's Annual CJ Reddy Leadership Conference including assisting with coordination of travel, event planning and PHS-specific break out activities during the conference.

**Activities:**

- Workgroup and project dissolved related to the Army abolishing the course and without future plans to implement a new course.
- Workgroup members were assigned new assignments within the sub-committee.

**Current team members:**

- CAPT Victoria Anderson – Co-Lead
- CDR Moira McGuire – Co-Lead
- CDR Sherry Secrist
- LCDR Wanda Chestnut

Ongoing Projects:

- **Career Development Webpage Project**

**Objective:** Serve as a resource and advisory group to aid in communicating Career Development and training information to nurses.

**Activities:**

- Career Development Guidance Document to be reviewed and revised in similar format to Nurse Resource Manual
- Career Guidance information will be updated every 6 months to ensure information is current and accurate
- Explore measures to make webpage more appealing to encourage use
  - Post “Tip of the Month” from Mentoring Group to website
  - Post other links of interest e.g. FEDNA, ANA, ANCC, etc
    - Send email to Amy requesting for the links to be approved for posting
- Update Co-Chair information on website to include LCDR Mei Li
- 2011 Benchmarks have been posted to the website
- LCDR Humbert has resigned from the team effective May 2010

**Current team members:**

- CDR Knight – Lead
- LCDR Humbert
- LCDR Magnotta

- **Nurse Spotlight Project**

**Objective:** The team is working on a project that will spotlight DHHS Nurses.

**Activities:**

- CAPT Kelly’s photo and bio have been posted to the website as this terms Spotlight Nurse
- Send out Listserv to announce CAPT Kelly as the Spotlight Nurse
- Selection process for Nurse Spotlight was sent to the group for review and revisions.
- Nurse Spotlight Recommendation criteria was reviewed and approved by Subcommittee.
- Nurse Spotlight Recommendation criteria will be forwarded to the N-PAC for approval.
- Upon approval, a Listserv announcement will be sent out requesting nominations for the Nurse Spotlight for those meeting the recommendation criteria.
- The term for the Spotlight Nurse is four months

**Current team members:**

- CDR Nicole Knight - Lead
- LCDR Sherry Secrist
- LCDR Dawn Wyder
- LT Janice Arcenaux

- **Continuing Education Resources Project:**

**Objective:** This project is an educational resource initiative in which a Blackboard is utilized to provide career development opportunities and information.

**Activities:**

- The group has been reviewing and migrating 6-8 educational resource links by-monthly to the ORFD Blackboard from N-PAC website.
- An announcement via NIH ListServ was posted with the following directions of how to access the links: Please go to OFRD home page by clicking: <http://oep.osophs.dhhs.gov/ccrf/> then select: USPHS Learning Management System Login and then click the tab: Community Select: Nurse Training & Educational Resources and click the tab on the left side: Resource Info.
- The team has done the verifications of existing education resource links and completed the migration task in May.
- LCDR Mei Li had a conversation with CDR Patrick Dennis regarding the Blackboard access for non-PHS officer nurses on May 6<sup>th</sup>. CDR Dennis mentioned that OFRD is working on switching to a new platform that allows all users to access Blackboard. They will partner with NDMS in terms of funding. It may happen as early as Jan. 2011.
- The team will work on re-organizing the resource links posted on the Blackboard to be more user-friendly prior to any new searches.

**Current team members:**

- LCDR Mei-Ying Li - Lead
- LCDR Lisa Lawrence
- CDR Janet Mehring

- **Mentoring:**

**Objective:** Identify and train mentors from all Agencies who can assist Civil Service, Tribal and Commissioned Officers to meet their career goals, and provide career development.

**Activities:**

- CDR Claire Karlson and CDR Lisa Barnhart who volunteered to become the new Co-Leads for the Mentoring Workgroup are also actively participating in the creation of the MWG Policy and Procedures, and training manual.
- The Welcome Introduction letter for OBC graduates is being handed out during a personal one to one group meeting after OBC by one of our Mentors – CDR Patrick Denis.
- The final draft has been completed for standard operating procedures on the Active and E-Mentoring Programs. These include procedures, criteria, and

the selection process for mentors, mentor training, quality assurance, and a tracking database that we began to use in April.

- Power point presentation completed as part of the training program for Mentors.  
Both the power point presentation and the Policy and Procedures will be utilized for the self-taught mentor training program.
- Creation of an evaluation of mentoring program, which will be sent out to mentees. Five mentee's have been asked to evaluate the present program with 100% return of evaluations, each with a score of 100%. Of those individuals surveyed, three were up for promotion to CDR. These three were promoted for 100% success rate.
- Receiving list of all new calls to active duty to ensure placement in the Active Mentoring Program once the policy and procedures are in place and mentors have been approved and assigned by the NPAC.
- MWG continues to staff the e-Mentoring AOL account for two week assignments which are assigned through January 9<sup>th</sup>, 2011.
- Currently actively mentoring twenty five mentee's, of which four are trying to get into the PHS. E-Mentoring received a total of six e-mails during this period: five requests for mentors and the remaining requests were related to promotion and the application process of becoming a mentor.
- Published April – June's Tip of the Month with the approval of the NPAC Leadership.
- Presentation to NPAC will be in August on the new Mentoring Program.
- Concerns voiced over training program, links etc. for Civil Service, Tribal nurses.  
Program is more oriented towards CC. Need a program developed that is more CS, Tribal Oriented.

**Current team members:**

- CDR Claire Karlson – Co-Lead
- CDR Lisa Barnhart – Co-Lead
- CDR Melissa Robb
- CDR Sherry Secrist
- CDR Janet Mehring
- LCDR Wanda Chestnut
- LCDR Dawn Wydner
- LCDR Jason Humbert
- LCDR David Magnotta
- LT Janice Arceneaux

**III. Sub-Committee Issues:**

- No issues noted.

**f. Communications – CDR Amy Webb/LT Stacey McBryde**

**I. FY 2010 Communications Sub-Committee Goals**

- Create and maintain mechanisms to foster communication and collaboration with stakeholders in nursing and public health.
- Provide mechanism to increase dialogue among PHS nurses.
- Develop the next generation of PHS nurses to address evolving public health issues

## II. Communications Sub-Committees and Projects

### Website Workgroup

Training was recently provided to webmaster by LCDR Krumlauf on how to add the PDF icon, how to upload to Media Manager, etc. We will attempt to keep summary guidance documents available for these as well as WebEx for future viewing. LT McBryde provided guidance on how and what to post on the USPHS Nurse Facebook page. LCDR Lane is continuing to update the NPAC minutes and postings to the website.

Will be adding 2010 Nurse Category Day PowerPoint presentations on Resource REACH page and 2010 Nurse Category Day photos will be uploaded as well.

Attn: Reassignments – Contact will be CDR Mosely for Communications Page and LCDR Jones for FNCS after Jason Humbert's departure.

CDR Webb researched possible solutions for posting lengthy searchable videos on line. This will require additional software and editing which may be beyond the scope of this committee. The hope was to accommodate future All Hands meetings which are longer than the 8 minutes which can be posted to the YouTube account.

### Popular

#### **Most Popular Articles Created Hits**

<u>Photo Galleries</u>	2009-06-12 12:02:40	6081
<u>Website &amp; Listserv Policies</u>	2009-08-07 09:05:50	3312
<u>Training Opportunities</u>	2009-06-02 15:24:23	2851
<u>2009 Nurse Category Day Presentations</u>	2009-06-22 09:37:07	2593
<u>USPHS Nursing: Mission, Responsibilities, and Challenge</u>	2009-04-29 09:52:49	2566
<u>Career Development &amp; Career Tracks</u>	2009-05-05 14:43:48	2449
<u>Personnel Systems</u>	2009-05-07 14:04:25	2356
<u>Career Opportunities with the USPHS</u>	2009-04-29 10:35:21	2247
<u>Chief Nurse Updates</u>	2009-04-30 10:29:36	2214
<u>History of Nursing in the USPHS</u>	2009-04-29 10:08:34	2208

### Collaborative Workgroup

Workgroup Lead – LCDR Cynthia Nielsen-McArdle. All assignments are mostly updated, history will need to be modified slightly with the new policies. The Collaborative Workgroup has been assigned the Marketing objective and requested to have a preliminary recommendations. This team has been Brainstorming on the marketing topic and need some clarification from Leadership regarding scope, direction and possible resources. Areas that need to be explored further are: Educational offerings similar to Military and VA systems – a quote was obtained from the same company that provides 24/7 access to CEU and Evidenced Based Practice updates for up to 10,000 participants. The Collaborative also recommended that the Facebook icon be added to the www.phs-

nurse.org home page. While the icon will be present, many members will only be able to access from home.

#### Listserv Workgroup

CDR Michelle Brown-Stephenson continues to be the Workgroup Lead.

Our host site is located at <https://list.nih.gov>

Our listserv page is PHSNURSING-L

There were 18 postings in May 18, & for June total postings to date are 8.

There are 1,833 members on the listserv as of June 14, 2010, this is down from 2,047 in March. Must reinforce the importance of updating email addresses as the system has a default of 3 failures and then automatic removal from the Listserv

#### Other Projects

Facebook: There are currently 240 members to the Facebook community. This page is maintained by LT Stacey McBryde.

### **III. Communications Sub-Committee Issues**

Alert membership to update email addresses once moving duty locations

#### **g. Events**

##### **I. FY 2010 Events Sub Committee Goals**

- a. To provide easy access via web links to current events occurring in our nation. To assist with nursing professional development by providing easy access to conferences and seminar information via web link.
- b. Organize and support, the annual U.S. Public Health Service Nursing Recognition Day program.
- c. Continue to provide CEU's for Nursing Recognition Day
- d. Support the COA conference nurse category day and nursing booth.

##### **II. Events Committees and Projects – completed project**

###### **a. Nursing Recognition Day –**

1. Event was held at Lister Hill on NIH campus May 7, 2010
2. Total of 158 participants – several students and faculty were in attendance
3. 5.25 CEU's were offered
4. Conference speakers
  - a. Dr. Mary Wakefield - keynote speaker
  - b. Ms. Sandy Haldane, Ms. Paula Hollinger, Ms. Kathleen Smith, and CDR Veronica Gordon – panel speakers
5. Have not yet seen the evaluation data for the speakers
6. Speakers were provided with a thank you letter, a nurse coin and lunch.
7. Agency booths were set up with information on the agency, job posting and give away's were provided
8. Skills practice tables – AED, IV insertion and EMR were available – this was well received and we have plans to continue this next year. Hoping to get the EMR again for the entire day. Will have this on the save the date flyer and the registration information to advertise better.

## N-PAC JUNE 2010 MINUTES (draft)

9. Posters were on display – rented large boards, display was better, but crowded, will move to both sides of auditorium next year
10. Light refreshments – were offered in the morning, well received as much of the edible items were healthy
11. Piano player during registration was well received and will plan again for next year
12. VIP's – all VIP guests were offered parking and flag officers, as well as Dr. Wakefield, were offered escorts
13. Discussions occurring with CAPT Trent-Adams for speaker ideas for next year
14. 20<sup>th</sup> annual Nursing Recognition Day to be held May 6, 2011

### III. COA category day/social/booth LCDR Wanza Bacon and LCDR Duane Wagner

1. Nurse category day was a huge success. I do not have an exact count at this time of attendees.
2. Waiting for evaluation feedback
3. Selection of planning members for 2011 is underway
4. Skills stations were well attended. Will plan again next year in collaboration with other categories and plan to have EMR available.
5. Nurse social – held at the hotel, not a lot of attendance

### IV. Esprit de Corp

1. The t-shirts were popular at the COF booth and there were more requests for adult t-shirts that said “Commissioned Corps” on the front and “The Surgeon’s General’s Special Forces” on the back.
2. Will suggest to NPAC that we give out the magnets at the next NRD since we still have more than 100.
3. There were many requests for information concerning the N-PAC and the list serve. Do we have a written brochure that describes the N-PAC? If not, we need to draft something for next year’s meeting.
4. There were a total of 20 volunteers to cover the booth.
5. Recommendations for next year;

1. Reorder adult t-shirts
2. Add new items-suggestions from group
3. Literature regarding N-PAC
4. “Freebies” to attract attendees to the booth

## VIII. LIASION REPORTS:

### a. At Large- CDR Veronica Gordon

The Large Category represents nurses assigned to AHRQ, EPA, St Elizabeth, NOAA, NPS, USDA, USCG and DoD.

There are still 9 nurses assigned to NOAA (4 being Advanced Practice Nurses) with NPs replacing the MD positions. Two nurses at USDA. USCG has two NPs which are being phased out with the Coast Guard new training program for Physician Assistants. DoD now claims 34 nurses. Seven of these DOD assigned nurses were Temporary Grade promoted on the 2010 Promotion Cycle:

- 1) CDR Daniel Aronson (CAPT sel), TMA, Falls Church, VA
- 2) CDR Cheryl Borden (CAPT sel), TMA, Falls Church, VA
- 3) CDR Anne Nordquist (CAPT sel), DOD Mental Health Dept, Newport, RI
- 4) LCDR Darrell Harris, Portsmouth Naval Hospital, Portsmouth, VA
- 5) LT Paul Gobourne (LCDR sel), Walter Reed, Washington DC
- 6) LT Robert Cox (LCDR sel), TMA, Falls Church, VA
- 7) LT Dana Coffey (LCDR sel), Blanchfield Army Community Hospital, Fort Campbell, TN

The last **DOD/TMA- PHS All Hands Meeting held on May 10, 2010** meeting was called to order by RADM Thomas J. McGinnis, RPh, USPHS. Some of the highlights from this meeting:

- CAPT Lee Shackelford provided updates on the PHS mentoring program. The program was created at the recommendation of RADM Christine Hunter, MC, USN, Deputy Director, TMA as a “means by which the institutional culture, career diversity and the perspective of the services could be passed on to the new generation.”
- New policy issued stating that all PHS officers are eligible to receive all military awards.
- CDR Meena Vythilingam provided updates on PHS curriculum. A workgroup was established to look into topics to add to OBC or reinforce existing topics particular for officers assigned to DOD.
- CDR Michael Lackey provided DoD liaison updates. He introduced CDR Barry Williams from DHS who has joined DoD to assist in liaison duties.

Question for NOAA - Are any of the nurses involved in the recent oil spill clean up in the Gulf?  
Response from CDR Pelkey, NOAA – “Not specifically at this time in regards to going down to the area.

1 NP who works in our Atlantic office has been tasked with writing protocols for evaluation of any possible exposures of our NOAA Corps officers and wage mariners who are working down there.”

**b. FedNa – CDR Sue Larkin/CDR Veronica Gordon**

**I. FY 2010 FedNa Liaison Quarterly Report (2nd quarter FY10)-**

Updates from FedNa President, Colonel John Murray regarding:

- a. FedNA publications by Colonel Murray on workplace advocacy nominated for 2010 Nursing Writer's Award, ANA

**II. Ongoing Projects**

- a. FedNa is participating in the Bi-Annual ANA House of Delegates Convention in Washington, DC from June 16-19, 2010; the voting delegates of FedNa will be Colonel John Murray, USAF; CAPT Julie Sadovich, USPHS, and CDR Sue Larkin, USPHS.

**b.** FedNa is presenting a resolution on Hostility, Abuse & Bullying in the Workplace at the ANA's House of Delegates in Washington, DC in June 2010.

**III. New Business**

**a.** Newly elected officers to FedNa will take their positions after the ANA House of Delegates has closed on June 20, 2010. CDR Veronica Gordon (DoD) will succeed CDR Sue Larkin as one of the voting delegates. CDR Larkin will assume the duties of the Vice-President of FedNa.

**b.** CDR Veronica Gordon will succeed CDR Sue Larkin as the FedNa liaison to the NPAC effective July 1, 2010.

**IX. NEW BUSINESS**

None

**X. ROUND ROBIN- TABLE/PHONE**

CDR Tessa Brown reminded officers to provide at least three months for your state's nursing license renewal process.

Hurricane season has started; please take a look at your Go-Bag for possible deployment.