

DEPARTMENT OF HEALTH AND HUMAN SERVICES
 Public Health Service

Chapter CC22 - Pay and Allowance Administration
 Subchapter CC22.2 - Special Pays
 Personnel INSTRUCTION 13 - Critical Skills Retention Bonus (CSRB)

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Section A. Purpose and Scope

1. This INSTRUCTION implements 37 U.S.C. 323, "Special pay: retention incentives for members qualified in a critical military skill," which authorizes the Secretary to pay a retention bonus to officers in the Public Health Service (PHS) Commissioned Corps who possess designated critical military skills. In doing so, this INSTRUCTION will aid the Department of Health and Human Services ("HHS" or "the Department")

and the programs to which officers are assigned, in retaining healthcare professionals who possess such skills.

2. This INSTRUCTION applies to Regular and Reserve Corps officers serving on extended active duty in the PHS Commissioned Corps, i.e., in excess of 120 days. This INSTRUCTION does not apply to officers in the Inactive Reserve Corps (IRC).
3. This INSTRUCTION is effective as of the date signed by the Assistant Secretary for Health (ASH).

Section B. Authorities

1. Section 303a(b)(1) of Title 37 of the U.S. Code, states that a commissioned officer in the Regular or Reserve Corps of the PHS Commissioned Corps is entitled to special pay under the provisions of Chapter 5, "Special and Incentive Pays," in the same amounts, and under the same terms and conditions as a commissioned officer in the Armed Forces.
2. Section 323 of Title 37 of the U.S. Code, "Special pay: retention incentives for members qualified in a critical military skill."
3. Section 216(b) of Title 42 of the U.S. Code, "Regulations," authorizes the Secretary to promulgate regulations which are necessary to administer the PHS Commissioned Corps;
4. The Secretary delegated the authorities that are necessary to administer the PHS Commissioned Corps to the ASH on January 20, 1988 (See 53 FR 3457, February 5, 1988).

Section C. Definitions

For purposes of this INSTRUCTION, the following definitions apply:

1. Accession Bonus (AB) Contract. A lump-sum bonus payable on appointment and call to extended active duty to dental and nurse officers who contract to serve on active duty in the PHS Commissioned Corps for 4 years (See Subchapter CC22.2, INSTRUCTION 7 "Accession Bonus").
2. Active-Duty Obligation (ADO). An obligation to serve on active-duty through a specified date that is incurred as a result of receiving a benefit such as a special pay, loan repayment, scholarship, government-sponsored training or government-sponsored education.
 - a. Special Pay ADO. An ADO that is incurred upon acceptance of a health professions special pay that requires a contractual agreement. CSRB ADOs fall into this category, but have distinct exclusion from certain rules described in Section E, below (See also Subchapter CC22.2, INSTRUCTIONS 2 and 3, "Dental Officer Additional Special Pay" and Retention Special Pay").
 - b. Graduate Professional Education (GPE) ADO. An ADO incurred as a result of attending an HHS or Department of Defense (DoD) sponsored GPE for physicians, dentists, nurses, or other health care specialties (includes only residencies and fellowships in their respective fields) (See also Subchapter CC25.2, INSTRUCTION 2, "Active Duty Obligation Subsequent to Extramural Training").
 - c. Scholarship ADO. An ADO incurred:

- a. By an officer serving a tour of active duty; or
- b. By a person who agrees to accept an appointment as an officer in the PHS Commissioned Corps and serve on extended active duty;

in exchange for financial assistance and/or participation in a scholarship program offered by DoD or HHS to pursue a course of study, e.g., Indian Health Service (IHS) Health Professions Scholarship Program, National Health Service Corps (NHSC) Scholarship Program, or other scholarship programs for the health professions.

- d. Loan Repayment ADO. An ADO incurred in exchange for repayment of all or a portion of eligible health professions educational loans, for which the officer agrees to 2 years (may be extended 1 additional year) of full-time clinical practice at a qualified health facility, e.g., IHS Loan Repayment Program, NHSC Loan Repayment Program, or other loan repayment program for the health professions.
3. Additional Special Pay (ASP). A lump-sum bonus payable on an annual basis to dental officers who contract to serve on active-duty in the PHS Commissioned Corps for 1 year (See Subchapter CC22.2, INSTRUCTION 2, "Dental Officer Additional Special Pay").
4. CSRB Creditable Service. All periods of active-duty service as a health professions officer in one of the Uniformed Services performed in the specialty for which the CSRB is awarded.
5. CSRB Contract. A written agreement that has been properly signed and notarized whereby an officer agrees to remain on active-duty for 1 year beginning on the effective date of the ADO as outlined in Section H, below.
6. Fully Qualified Health Professional. A health care professional who has successfully completed a formal program of study that meets the current PHS Commissioned Corps requirements for accession on extended active duty to practice in the profession or specialty in which educated and licensed, registered, and/or certified (where applicable) (See Subchapter CC23.3, INSTRUCTION 4, "Appointment Standards and Appointment Boards").
7. Multiyear Retention Bonus (MRB)/Dental Officer Multiyear Retention Bonus (DOMRB). A special pay for physicians and dentists with clinical skills training in a recognized specialty (See Subchapter CC22.2, INSTRUCTION 9, "Multiyear Retention Bonus").
8. MRB Contract. A written agreement that has been properly signed and notarized whereby an officer agrees to remain on active-duty for a specified number of years, beginning on the effective date of the agreement (See Subchapter CC22.2, INSTRUCTION 9, "Multiyear Retention Bonus").
9. Order or Call to Active-Duty (CAD) for Not Less Than 1 Year. An order or call to active duty by personnel order that specifies either:
 - a. No terminal date for the call to active-duty; or

- b. A terminal date for the tour of active duty that is at least 1 year after the effective date of call to active duty.
10. Retention Special Pay (RSP). A lump-sum bonus payable on an annual basis to medical officers who contract to serve on active duty in the commissioned corps for 1, 2, 3, or 4 years (See Subchapter CC22.2, INSTRUCTION 3, "Retention Special Pay").
11. Training. A program of graduate or postgraduate training, whether taken on a full or part time basis, including, but not limited to:
 - a. Extramural academic programs including planned educational programs leading to an academic degree (See Subchapter CC25.2, INSTRUCTION 1, "Extramural Training"); and
 - b. Extramural and intramural residency programs including participation in a Masters of Public Health program, fellowship training, or any other similar type training program that leads to the officer being fully trained (See Subchapter CC25.2, INSTRUCTION 1, "Extramural Training," and INSTRUCTION 2, "Intramural Residency Programs").

Section D. CSRB Eligibility

To be eligible for the CSRB, an officer must:

1. Meet the PHS Commissioned Corps appointment standards and other standards required by the officer's category (See Subchapter CC23.3, INSTRUCTION 4, "Appointment Standards and Appointment Boards").
2. Be on extended active duty under a CAD personnel order for a period of not less than 1 year as defined in Section C.9, above.
3. Be in a pay grade O-6 or below.
4. Be eligible to remain on active-duty for a period of at least 1 year from the effective date of the CSRB contract or until the completion of the obligated service period (See Section H, below).
5. Submit documentation of a current unrestricted license, registration, and/or certification or approved waiver consistent with the licensure policy (See Subchapter CC26.1, INSTRUCTION 4, "Professional Licensure/Certification Requirements for Commissioned Officers in the Public Health Service").
6. Have served on active-duty in a specialty specifically designated as a critical skill for a minimum of 3 years as of the effective date of this INSTRUCTION, i.e., the officer's CSRB creditable service must be 3 years, unless otherwise noted (See Exhibit, below).
7. Have less than 25 years of active-duty service prior to the completion of the obligation period (1 year from the obligation start date as determined in Section H., below).
8. Be a fully qualified health professional as defined in Section C.6., above, in a specialty specifically designated as a critical military skill for which the CSRB is authorized and meet all other training and accreditation requirements listed in the Exhibit below.

9. Execute and submit a notarized CSRБ contract with the PHS Commissioned Corps to serve on extended active-duty as a commissioned officer for at least 1 year.
10. Submit his/her CSRБ contract for payment no later than November 20th for the year in which the CSRБ is authorized unless otherwise noted.
11. Receive payment for the CSRБ in a specialty that is the same specialty for which the officer is receiving MRB/DOMRB and/or Incentive Special Pay (ISP) (where applicable) (See Subchapter CC42.2, INSTRUCTION 1, Special Pays: Variable Special Pay (VSP), Board Certified Pay (BCP), Retention Special Pay (RSP), Incentive Special Pay (ISP)").
12. Agree to an ADO which extends at least 1 year beyond any current obligation date. This includes any ADO(s) incurred for scholarship, training, contractual bonus payment and/or loan repayment, as defined in Section E, below.
13. Not be participating in training as defined in Section C.11, e.g., long term training, residency training, etc.
14. Not be on a medical limited tour of duty that has an end date of separation that would occur prior to the end of the ADO period covered by the CSRБ contract.

If an officer was so appointed, but with the option of medical reevaluation and extension of a tour of duty, he/she may, within the year preceding the specified date of separation, apply for reevaluation to the Chief, Office of Commissioned Corps Support Services (OCCSS) at the address specified below:

OCCSS/HRS/PSC
ATTN: Chief, OCCSS
5600 Fishers Lane, Room 4C-06
Rockville, MD 20857-0001

If approved for an extension of the date of separation, a CSRБ contract may be executed, but the obligation period covered by the contract shall not extend past the new predetermined date of separation.

15. Not have failed to be recommended for permanent or temporary promotion within the 12-month period preceding the effective date of the contract.
16. Not have been disciplined under applicable PHS Commissioned Corps regulations and/or INSTRUCTIONS, or not have been convicted of a felony for an offense involving moral turpitude or bringing discredit upon the Service within the 12-month period preceding the effective date of the contract.
17. Not be serving on a leave without pay detail pursuant to 42 U.S.C. 215.

Section E. Active Duty Obligation for CSRБ

Unless otherwise noted in this INSTRUCTION, an ADO for CSRБ may not be served concurrently with an existing ADO. All CSRБ ADOs will be established and set forth on an official personnel order in accordance with the following guidelines:

1. GPE ADOs must be completed before serving the ADO for CSRБ (See Section C, above).

2. An ADO for receipt of an HHS or DoD scholarship must be completed before serving the ADO for CSRB (See Section C., above):

Note: Scholarships include, but are not limited to the following:

PHS and NHSC Scholarship Training Program;

IHS (P.L. 94-437, Section 104) Health Professions Scholarship Program;

PHS, NHSC Scholarship Program; and

Armed Forces (Air Force, Army, Marines, or Navy) Health Professions Scholarship Programs.

3. An ADO for receipt of an HHS loan repayment must be completed before serving the ADO for CSRB (See Section C, above):

Note: Loan repayment programs include, but are not limited to the following:

NHSC Loan Repayment Program (LRP) (Section 338H, 42 U.S.C. 254q); and

IHS LRP (Section 4(n), Public Law (P.L.) 94-437).

4. An ADO for CSRB may not be fulfilled while in HHS-sponsored GPE that results in a GPE ADO. CSRB contracts entered prior to entry into GPE program will remain in effect, but the ADO will not be served until the completion of the GPE program.

Example: If an officer entered into a CSRB contract effective November 1, 2003, with no other obligations, the CSRB ADO would be established on the authorizing personnel order as October 31, 2004. If the officer were to enter into long term training on May 1, 2004, there would be an existing outstanding obligation which has not been served of 6 months. If the training period was complete in December 31, 2006, the remaining 6 months of CSRB obligation would be served beginning January 1, 2007, and would be completed June 30, 2007. Upon completion of the CSRB ADO, any GPE ADO incurred as a result of the training would begin to be served.

5. Special pay ADOs, other than for MRB, DOMRB, and/or an Accession Bonus, will be served concurrently with the ADO for CSRB.

- a. Unexpired special pay ADOs for existing MRB contracts will be served before serving the ADO for CSRB.

Example: If a medical or dental officer entered a 4-year MRB contract effective January 1, 2001, the ADO for the MRB contract would be completed December 31, 2004. If the officer accepted the CSRB payment in November 2003, the CSRB ADO would not begin to be served until January 1, 2005, and would not be completed until December 31, 2005. If the officer separated from active duty prior to December 31, 2005, the officer's indebtedness would be computed on the unserved portion of the obligated period of January 1, 2005 to December 31, 2005.

- b. MRB and DOMRB contracts may not be entered into during the CSRB ADO period. New MRB or DOMRB contracts will not begin until after completion of the CSRB ADO.

Example: If the same medical or dental officer in the above example wanted to enter into a new MRB contract, the earliest date that the officer would be permitted to sign another contract for MRB would be January 1, 2006, the first day after the completion of the CSRB ADO. In both cases the officer would be eligible for RSP, ASP, and/or ISP.

- 6. Unexpired Accession Bonus ADOs must be served before serving the ADO for CSRB.
- 7. An ADO for CSRB precludes approval of voluntary retirement requests which are effective prior to the completion of the ADO.
- 8. An ADO for CSRB may not be fulfilled during any period for which an officer is determined to be in an absence without leave (AWOL) status, and any amount of time spent in AWOL status will serve to extend the period of ADO required by the contract.

Section F. Payment and Rates of CSRB

- 1. The amount of CSRB to which an officer is entitled shall be based on the officer's specialty and the needs of the PHS Commissioned Corps. The specialties that are designated as critical skills for purposes of being paid a CSRB, the rates of such payment, and any other applicable information pertaining to the payment of the CSRB in an authorized year are set forth in the Exhibit below.
- 2. CSRB shall be paid as a lump-sum in a regularly-scheduled salary payment within 90 days of the receipt of the notarized and approved contract by the Office of Commissioned Corps Force Management (OCCFM). The CSRB payment will be authorized by personnel order.
- 3. All CSRB payments must be made in the year for which the CSRB is authorized unless otherwise noted.
- 4. Documentation of a current valid license must be submitted and on file in the OCCFM for payments to be processed (See Section D.5. above).
- 5. Officers may be eligible for other special pay bonuses. If that is the case, a separate contract must be executed for each of the other bonuses and under the conditions as specified in the appropriate INSTRUCTION concerning such bonus or special pay.
- 6. Documentation of any existing ADO(s) for scholarship or loan repayment must be submitted with the contract request to OCCSS, to facilitate payment.
- 7. An ADO for CSRB is binding upon receipt of payment.

Section G. CSRB Contract

- 1. Provision of CSRB Contract to Eligible Officers. The following procedures will be used to provide CSRB contract forms to eligible officers:

- a. OCCSS will seek to identify officers who are eligible for the CSRB and for those officers so identified, OCCSS will provide a CSRB contract and applicable forms, along with the necessary instructions and information, to the officer; and
- b. A list of identified officers will be provided to the designated Agency/Operating Division (OPDIV/ Program or Commissioned Corps Liaisons and the Chief Professional Officer(s) (CPO) for the category which includes the specialties that are authorized the CSRB.

Note. An officer's Agency/OPDIV/Program, Commissioned Corps Liaison, or CPO may assist OCCFM and OCCSS in identifying officers who may be eligible for the CSRB.

2. Completion of CSRB Contract by Officer. The officer will complete all form(s) required by OCCFM to administer the CSRB program and have the form(s) notarized. The original CSRB contract must be submitted through administrative channels to the official responsible for completing the certification statement set forth on the each contract. The officer should retain a copy of the contract to verify, if necessary, that the CSRB contract was completed and notarized on a certain date.
3. Submission of CSRB Contracts to OCCSS. The Agency/OPDIV/Program will forward all original CSRB contracts with documentation of loan repayment and/or scholarship obligation(s), and other required forms, e.g., statement that 75 percent of duties performed under CSRB contract are related to the critical specialty, to OCCSS, at the following address:

OCCSS/HRS/PSC
ATTN: Chief/OCCSS
5600 Fishers Lane, Room 4-50
Rockville, MD 20857-0001

4. Contract execution. Contracts for CSRB will not be honored or executed after the December payroll for the year in which the CSRB is authorized.
5. Invalidation of Contracts. Once executed, an officer's CSRB contract shall remain in effect unless voluntarily or involuntarily terminated under either Section J. or K., below.
6. Voluntary Retirement. While serving the ADO for CSRB, officers are not eligible for voluntary retirement.
7. Delay of Approval. An officer's request for a CSRB contract may be delayed pending resolution of an adverse action that may result in termination of the officer's commission.

Section H. Effective Date of the CSRB Contract

1. The effective date of the CSRB contract will be the effective date of this INSTRUCTION unless otherwise noted.
2. The obligation period is not determined by the effective date, but is determine under the conditions set forth in Section E, above.

Section I. Computation of Repayment Due
When Officer Fails to Complete CSRFB Contract

Contracts terminated prior to the expiration of the service obligation are subject to recoupment of unearned CSRFB by the government as follows:

1. As set forth in Sections J. and K., below, an officer who does not serve on active duty for the entire ADO period for which he/she has received a CSRFB, shall be required to refund a pro rata portion of any payment received, which represents the unexpired part of his/her active-duty obligation.
2. In determining the amount to be refunded by the officer, the earned portion of the CSRFB contract shall be determined on the basis of 1/360th of the lump-sum payment received for each day of the ADO period served from the start of the obligation through the date of contract termination or date of separation. For this purpose, the 31st day of any month will be disregarded, and the month of February will be treated as a 30-day month.
3. If failure to complete the period of ADO specified in the agreement is due to any of the conditions as set forth in Sections K.4. and 5., below, then repayment of CSRFB funds is deemed waived.

Section J. Voluntary Termination of the CSRFB Contract

If a CSRFB contract is terminated prior to the expiration date, the following conditions will apply:

1. If termination of the CSRFB contract is a result of separation from active-duty, the officer will be required to repay a pro rata portion based on the unserved contract period, as set forth in Section I.1., above. In addition, the officer will be divested of travel and transportation, shipment of household goods, and transfer of, use of, or payment for unused annual leave. Moreover, an officer who separates prior to the end of the CSRFB ADO period will have his/her commission terminated, will be denied appointment to the IRC, and will be denied voluntary retirement.
2. The CSRFB payment of an officer promoted to pay grade O-7 or above, shall be recouped at a pro rata amount based upon the effective date of promotion. No additional penalties will be assessed.
3. The CSRFB ADO for an officer who enters into HHS-supported training program will not be terminated. Upon entrance into the training, the remaining portion of an officer's ADO will be deferred until completion of the training. The remaining portion will be served beginning the day after transfer out of training and will not be served concurrent to any new GPE ADO, but must be served prior to beginning the GPE ADO (See Section E. 4, above).

Section K. Involuntary Termination of the CSRFB Contract

1. Misconduct. An officer disciplined under laws, regulations, and/or INSTRUCTIONS governing the PHS Commissioned Corps and punished by a reduction in grade, or more severe administrative action, or an officer who is separated from active-duty for substandard performance or misconduct under the probationary authority prescribed in Subchapter CC23.7, INSTRUCTION 1, "Involuntary Separation During the Probationary Period Served by Officers on Active-duty in the Reserve Corps," will have his/her contract terminated as of the date of the disciplinary or separation action. The officer will be required to repay a pro rata portion of the payment, as set forth in Section I., above.

2. Involuntary Retirement. An officer who is involuntarily retired under the provisions contained in INSTRUCTION 3, "Retirement of an Officer With 30 Years of Active Service," Subchapter CC23.8, will have his/her CSRB contract terminated on the effective date of the officer's retirement. An officer whose CSRB contract is terminated under this provision will be required to repay a pro rata portion of the payment, as set forth in Section I., above.
3. Leave Without Pay (LWOP) Status. An officer who enters LWOP status will have his/her contract terminated as of the effective date of the LWOP. An officer whose CSRB contract is terminated under this provision will be required to repay a pro rata portion of the payment, as set forth in Section I., above.
4. Disability Retirement. An officer who is retired (temporarily or permanently) for disability while serving under a CSRB contract, will have his/her contract automatically terminated as of the date the officer is placed in retired status. An officer whose CSRB contract is terminated under this provision will not be required to repay a pro rata portion of the payment, provided that the disability is not the result of misconduct or willful neglect and not incurred during a period of unauthorized absence.
5. Death. In the event an officer dies while serving under a CSRB contract, the contract is automatically terminated as of the date of the officer's death. No repayment of the CSRB is required for amounts previously received by the officer, so long as, the death is not the result of misconduct or willful neglect, and is not incurred during a period of unauthorized absence.
6. Involuntary Separation/Retirement for Convenience of the Government. An officer who is released from active-duty or retired because of a reduction-in-strength, number's limitation, or other reasons for the convenience of the government, while serving under a CSRB contract, will have his/her contract automatically terminated as of the date of the officer's separation or retirement. There will be no repayments of any bonus payments already received. This does not apply to those officers who are involuntarily separated due to unacceptable performance or as a result of misconduct.
7. Absence Without Leave (AWOL). Under 37 U.S.C. 503(b), any period during which an officer is determined to be in an AWOL status will not be credited toward fulfillment of an active-duty obligation incurred under an CSRB contract, and will serve to extend the period of active-duty required by the contract.

Section L. Cross References

1. Subchapter CC42.2, INSTRUCTION 1, "Special Pays: Variable Special Pay (VSP), Board Certified Pay (BCP), Retention Special Pay (RSP), and Incentive Special Pay (ISP)."
2. Subchapter CC42.2, INSTRUCTION 3, "Nurse Special Pay - Nurse Accession Bonus and Nurse Anesthetist Special Pay."
3. Subchapter CC22.2, INSTRUCTION 1, "Monthly Special Pays for Health Professionals."
4. Subchapter CC22.2, INSTRUCTION 2, "Dental Officer Additional Special Pay (ASP)."
5. Subchapter CC22.2, INSTRUCTION 3, "Retention Special Pay (RSP)."
6. Subchapter CC22.2, INSTRUCTION 7, "Accession Bonus."
7. Subchapter CC22.2, INSTRUCTION 8, "Nurse Special Pay - Nurse Anesthetist."

8. Subchapter CC22.2, INSTRUCTION 9, "Multiyear Retention Bonus."
9. Subchapter CC22.2, INSTRUCTION 10, "Incentive Special Pay (ISP)."
10. Subchapter CC22.9, INSTRUCTION 1, "Collection of Commissioned Officer Indebtedness Upon Separation."
11. Subchapter CC23.3, INSTRUCTION 4, "Appointment Standards and Appointment Boards."
12. Subchapter CC23.3, INSTRUCTION 8, "Limited Tours of Active Duty."
13. Subchapter CC23.4, INSTRUCTION 5, "Failure of Permanent Promotion."
14. Subchapter CC23.6, INSTRUCTION 3, "Separation of Commissioned Officer."
15. Subchapter CC23.7, INSTRUCTION 1, "Involuntary Separation During the Probationary Period Served by Officers on Active Duty in the Reserve Corps."
16. Subchapter CC23.7, INSTRUCTION 4, "Involuntary Separation of Regular Corps Officers for Marginal and Substandard Performance."
17. Subchapter CC23.7, INSTRUCTION 6, "Involuntary Separation of Reserve Corps Officers for Marginal and Substandard Performance."
18. Subchapter CC23.8, INSTRUCTION 3, "Retirement of an Officer With 30 Years of Active Service."
19. Subchapter CC23.8, INSTRUCTION 4, "Involuntary Retirement after 20 Years of Service."
20. Subchapter CC23.8, INSTRUCTION 5, "Voluntary Retirement after 20 Years of Service."
21. Subchapter CC23.8, INSTRUCTION 6, "Disability Retirement."
22. Subchapter CC25.1, INSTRUCTION 1, "Commissioned Officers' Effectiveness Report."
23. Subchapter CC25.2, INSTRUCTION 1, "Extramural Training."
24. Subchapter CC25.2, INSTRUCTION 2, "Active Duty Obligation (ADO) Subsequent to Extramural Training." "
25. Subchapter CC25.2, INSTRUCTION 34, "Intramural Residency Training Programs."
26. Subchapter CC26.1, INSTRUCTION 3, "Officers' Responsibilities for Submission of Personnel and Pay and Allowances Information."
27. Subchapter CC26.1, INSTRUCTION 4, "Professional Licensure/Certification Requirements for Health Care Providers in the Public Health Service."
28. Subchapter CC29.1, INSTRUCTION 5, "Absence Without Authorized Leave."

Section M. Historical Notes

This INSTRUCTION states the conditions and circumstances under which officers of the Public Health Service (PHS) may be authorized special pay for possessing critical military skills. The purpose of the CSRB is to aid the Department of Health and Human Services (HHS) in retaining officers with critical military skills in order to enhance the ability of HHS to fulfill its various missions such as responding to national emergencies and providing health care services and support to the U.S. Coast Guard and the Department of Defense.

Section N. Privacy Act Provisions

Personnel records are subject to the provisions of the Privacy Act of 1974. The applicable systems of records are: 09-40-0001, "PHS Commissioned Corps General Personnel Records, HHS/PSC/HRS", and 09-40-0006, "PHS Commissioned Corps Payroll Records, HHS/PSC/HRS."

EXHIBIT

CRITICAL SPECIALITY RETENTION BONUS (CSRB) FOR 20031. SPECIALITIES ELIGIBLE FOR CSRB AND PAYMENT RATES

<u>Critical Specialty</u>	<u>Spec Code</u>	<u>Amount</u>
MED - Anesthesiology	0100	\$50,000
MED - Cardiovascular Disease	0602	\$20,000
MED - Critic Care Surgery	5415	\$20,000
MED - Colon Rectal Surgery	5200	\$20,000
MED - Dermatology	0300	\$10,000
MED - Gastroenterology	0604	\$20,000
MED - General Surgery	5400	\$30,000
MED - Neuro Surgery	5500	\$20,000
MED - Orthopedic Surgery	1000	\$30,000
MED - Otolaryngology	1200	\$10,000
MED - Radiology	1800	\$50,000
MED - Diagnostic Radiology	1803	\$50,000
MED - Oncology	0611	\$20,000
MED - Pediatric Surgery	5440	\$20,000
MED - Plastic Surgery	2100	\$20,000
MED - Vascular Surgery	5450	\$20,000
DENTAL (includes general and all specialties)		\$12,000
NURSE - Certified Registered Nurse Anesthetist (CRNA)	1005	\$10,000
NURSE- Operating Room (OR)		\$8,000

2. ELIGIBILITY REQUIREMENTS FOR SPECIALITIES AUTHORIZED CSRB

a. Medical

In order to be eligible for the CSRB, a medical officer must:

- (1) Meet all of the requirements listed in Section D of this INSTRUCTION, above;
- (2) Have successfully completed a course of study leading to the M.D. or D.O. degree that was accredited by the Council on Medical Education and Hospitals of the American Medical Association or the Bureau of Professional Education of the American Osteopathic Association;
- (3) Have successfully completed an accredited residency or fellowship training program approved by the Accreditation Council for Graduate Medical Education or the Advisory Board for Osteopathic Specialists of the American Osteopathic Association in one of the specialties or subspecialties listed in Section 1 of this Exhibit; and
- (4) Have current clinical privileges and be performing patient care with at least 75 percent of the duties performed under the CSRB contract directly pertaining to the qualifying specialty, i.e., 75 percent of the provider's duties must involve direct patient care.

b. Dental

In order to be eligible for the CSRB, a dental officer must:

- (1) Meet all of the requirements listed in Section D of this INSTRUCTION, above;
- (2) Have successfully completed a course of study leading to the D.D.S. or D.M.D. degree that was accredited by the Commission on Dental Accreditation of the American Dental Association; and
- (3) Have current clinical privileges and be performing patient care with at least 75 percent of the duties performed under the CSRB contract directly pertaining to the qualifying specialty, i.e., 75 percent of the provider's duties must involve direct patient care.

c. CRNA

In order to be eligible for the CSRB, a CRNA must:

- (1) Meet all of the requirements listed in Section D of this INSTRUCTION, above;
- (2) Be fully trained and maintain certification as a CRNA, (full recertification or interim recertification) from the American Association of Nurse Anesthetists; and
- (3) Have current clinical privileges and be performing patient care with at least 75 percent of the duties performed under the CSRB contract directly pertaining to the qualifying specialty, i.e., 75 percent of the provider's duties must involve direct patient care.

d. OR Nurse

In order to be eligible for the CSRB, an OR Nurse must:

- (1) Meet all of the requirements listed in Section D of this INSTRUCTION, above. However, an exception to the 3-year CSRB creditable service requirement list in Section D.6. may be waived to 1 year for OR nurses by approval/execution of a valid contract containing an agreement to extend any existing obligation by at least 1 year;
- (2) Be fully trained as indicated by meeting one of the following criteria:
 - (a) Certification as an OR nurse by the Association of Perioperative Registered Nurses; or
 - (b) Have a current OR Nurse Specialty billet addendum; and
- (3) Have current clinical privileges and be performing patient care with at least 75 percent of the duties performed under the CSRB contract directly pertaining to the qualifying specialty, i.e., 75 percent of the provider's duties must involve direct patient care.