



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Office of the Secretary

Assistant Secretary for Health
Office of Public Health and Science
Washington D.C. 20201

December 2, 2004

TO: Active-Duty Public Health Service Commissioned Corps Officers

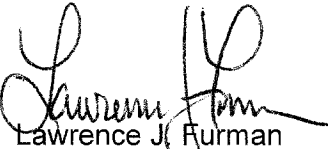
FROM: Director, Office of Commissioned Corps Force Management

SUBJECT: Permanent Grade Promotions Rates for 2004

The attached November 16 decision memorandum to the Acting Assistant Secretary for Health (ASH) regarding permanent grade promotions rates for 2004 was approved by the ASH and the Assistant Secretary for Administration and Management on November 26.

The ASH requested that the rates for the 2004 permanent grade promotion cycle for Regular Corps officers be reported Corps-wide. The rates are as follows: 50 percent to the permanent grade O-4; 70 percent to the permanent grade O-5; and 35 percent to the permanent grade O-6.

Please review the attached memorandum for more complete information regarding the rates.


Lawrence J. Furman
CAPT, USPHS

Attachment



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Office of the Secretary

NOV 16 2004

Assistant Secretary for Health
Office of Public Health and Science
Washington D.C. 20201

TO: Acting Assistant Secretary for Health
FROM: Director, Office of Commissioned Corps Force Management
SUBJECT: Permanent Grade Promotion Rates for 2004

DISCUSSION

The Department of Health and Human Services' Appropriation Act of 1993 (Public Law 102-394) authorizes a total strength of 2,800 Regular Corps officers in the Public Health Service.

The Office of Commissioned Corps Force Management (OCCFM) has collaborated with the Office of the Surgeon General (OSG)/Office of Commissioned Corps Operations (OCCO) to develop the permanent promotion rates for Promotion Year 2004. The OSG/OCCO were engaged fully in discussions and development of these rates, and all of their suggestions have been considered.

The selection of permanent promotion rates are guided by four factors: (1) the percentage of authorized strength at each permanent grade for Regular Corps officers; (2) the number of Regular Corps officers currently at each permanent grade; (3) the anticipated number of Regular Corps officers retiring; and (4) the appointment of personnel to the Regular Corps through the assimilation process. The permanent grade promotion process does not apply to officers being examined for promotion to Assistant Surgeon General grades (O-7 and above).

A model was developed by OCCFM that evaluates the impact of various permutations of the promotion rates for the distribution of permanent grades for Regular Corps officers. The table below reflects the authorized, current, and the proposed new strengths as distributed by permanent grade.

| Grade | <u>Authorized</u> | | <u>Current</u> | | <u>Proposed</u> | |
|--------------|-------------------|-------------|----------------|------------|-----------------|------------|
| | Number | Percent | Number | Percent | Number | Percent |
| PO6 | 670 | 24 | 513 | 18 | 527 | 19 |
| PO5 | 875 | 31 | 512 | 18 | 571 | 20 |
| PO4 | 735 | 26 | 636 | 23 | 738 | 26 |
| PO3 | 500 | 18 | 503 | 18 | 695 | 25 |
| PO2 | 20 | 1 | 34 | 1 | 53 | 2 |
| Total | 2,800 | 100% | 2,198 | 78% | 2,584 | 92% |

The model reflects permanent grade promotion rates set at 35% to the PO6, 70% to the PO5, and 50% to the PO4. The new strength of 2,584 Regular Corps officers maintains the authorized strength below the limit of 2,800 by a total of 216 officers (8 percent). This allows for future flexibility in the force management of Regular Corps officers.

The proposed new strength takes into account the anticipated assimilations for Fiscal Year 2005. The ability to increase the total strength to 2,800 Regular Corps officers is related directly to the number of officers assimilated into the Regular Corps minus planned retirements and separations. By law, no more than 10 percent of the Regular Corps appointments can be made for permanent grades of PO4, PO5, and PO6. Therefore, the majority of assimilations occur for officers at the permanent grades PO3 and below, where up to 90 percent of these officers may be assimilated.

The current strength for the PO2 and PO3 grade levels exceeds the authorized strength. This situation will persist in Promotion Year 2005 due to the large number of officers in these permanent grades whose names have been sent forward as part of the 2003 and 2004 assimilation packages. Commissioned Corps regulations and implementing policy allow excess strength at a lower permanent grade to be "covered" by taking "unused" strength from a higher permanent grade, which is what we seek your approval to do this year.

As part of its workforce management responsibilities, OCCFM will perform a detailed evaluation of the permanent promotion process starting with the current promotion cycle and on an annual basis thereafter. The results of such an evaluation could be used to support future requests to the Secretary for changes in the authorized strength distribution for the Regular Corps. These changes may be necessary over time to ensure that the authorized strength distribution reflects the desired force management goals of the Secretary and Corps leadership.

OCCFM will continue to collaborate with the OSG/OCCO, to implement policies and programs such as permanent grade promotions to meet the needs of the Corps.

RECOMMENDATION

I recommend that you approve the proposed rates for the 2004 permanent promotion cycle at 35% to the PO6, 70% to the PO5, and 50% to the PO4.

DECISION

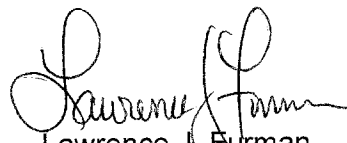
Cristina V. Beato M.D.

Approved: _____

Disapproved: _____

Date: _____

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