

**CDR Example T. Three, DDS, MPH
PHS #12345
Dec 2018**

CV Promotion Summary

Precept #1: Performance

Current Leadership Role and Contribution to Agency/PHS Mission

- Deputy Area Regional Dental Consultant (O-5 Billet) - Supervise 1 contract hygienist and 1 contract dental assistant; provide dental services for USCG dental clinic; oversee preparation of reports; responsible for updating clinical policy and procedures manual; maintain custody, security, and records of dispensing dental supplies including controlled substances and poisons under the cognizance of the dental branch; issue prescriptions and supervise dispensing of controlled substances; determine priority and range of services for beneficiaries; maintain liaisons with military and civilian dental professionals
- Appointed member of the Dental Professional Advisory Committee to the Surgeon General (DePAC)
- President of the Atlanta Branch of the Commissioned Officers Association (COA)
- Recruiter for the DePAC

Uniformed Service Decorations and Awards (in order of precedence per CC512.01)

- Commendation Medal 2007
- Achievement Medal 2016
- Achievement Medal 2006
- Presidential Unit Citation 2016
- Outstanding Unit Medal 2015
- Unit Commendation 2014
- Hazardous Duty Award 2008
- Isolated/Hardship Award 2006
- National Defense Service Medal 2016
- Global War on Terrorism Service Medal 2016
- Regular Corps Ribbon 2010
- Commissioned Corps Training Ribbon 2006

Other Awards

- Governor of Mississippi Letter of Appreciation 2006
- DePAC Letter of Appreciation 2016

Publications and Oral Presentations

- Table Clinic-AMSUS Annual Meeting 2013

Precept #2: Education, Training, and Professional Development

Professional Degree, Specialty Training, Graduate Degrees with Oral Health/Public Health Emphasis

- Doctorate of Dental Surgery, Baylor University 1998
- Masters of Public Health, Loma Linda University 2012

Board Certification

- Board Certified, Dental Public Health 2013

Advanced Certificates and Fellowships in Dentistry or Public Health

- Forensic Dentistry Certification 2015

Public Health Training

- Public Health Emergency Management (PHEM) 2016
- Incident Command System Course 2015
- Intermediate Incident Command System for Expanding Incidents 2015
- Advanced Incident Command System 2015

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Continuing Education

Year:	2014	2015	2016	2017	2018
Total Credit Hours:	50	40	38	45	60

Precept #3: Career Progression and Potential

Position Title	Agency and Location	Pay Grade	Billet Level	Supervisory	Dates
Deputy Area Regional Dental Consultant	USCG, Washington, DC	O5	O5	Local	2016-present
Chief Dental Officer	BOP, Leavenworth, KS	O4	O4	Local	2012-2016
Chief Dental Officer	BOP, Otisville, PA	O4	O4		2008-2012
General Dentist	IHS, Many Farms, AZ	O3	O3		2006-2008

Collateral Duties

- Supervised 6 dental hygienists, 4 contract dentists, 4 dental assistants 2010-present
- Completed performance reviews on all staff 2010-present
- Appointed Member of DePAC 2018-present
- Appointed Member of JOAG 2006-2008
- Coordinator of School Sealant Program 2006-2008
- Served as Health Service Administrator in absence of one 2012-2016
- Served as Correctional Officer when needed 2012-2016

Public Health Experience

- Table Clinic at American Assoc. Public Health Dentistry 2015
- Table Clinic at National Primary Oral Health Care Dentistry/ASTDD conference 2017

Field Medical Readiness Badge

2015

Precept #4: Professional Contribution and Service to the Corps (Officership)

Dental Professional Advisory Committee (DePAC) and Other Advisory Groups

- Appointed Voting Member of DePAC 2017-present
- Women's Issues Subcommittee - Chair 2018 2010-present
- Appointed Voting Member of JOAG 2008-2010

Recruitment Activities

- Hinman Dental Convention 2016-2018
- American Dental Association Convention 2018

Mentoring Activities

- Mentor to Junior Officer through DePAC Mentoring Program 2017

Professional Contributions and Outreach

- Chairman-Washington COA Branch 2015
- Delegate-American Dental Association 2013-2015

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CV Body

PRECEPT #1: PERFORMANCE

Current Leadership Role/ Mission Contribution to Agency

- Deputy Area Regional Dental Consultant - (O-5 Billet)
- Supervise 1 hygienist, 1 contract dental assistant
- Conduct/organize preventive dentistry and dental health education programs; quality improvement technical supervisor for all contracted health services; oversee Health Services Technician training for independent duty assignments; ensure dental readiness of all units; oversee clinical infection control/sterilization; oversee the preparation of reports, updating dental clinic policy/procedures manual and maintain records connected with clinical duties; maintain custody, security, and records of dispensing dental supplies including controlled substances and poisons under the cognizance of the dental branch; issue prescriptions for and supervise dispensing of controlled substances; provide professional oversight; manage quality of dental care provided by clinics within the region; ensure efficient and effective use of all assigned dental employees; determine priority and range of services for beneficiaries; maintain liaisons with military and civilian dental personnel; review and ensure accuracy of statistical and informational reports; ensure appropriate training is conducted on a regularly scheduled basis
- Appointed Member of Dental Professional Advisory Committee to Surgeon General (DePAC)
- Member-Women's Issues Sub-Committee
- Quality Improvement and Infection Control Officer for Dental Clinic
- Official Mentor in DePAC Mentoring Program
- Participate in Recruitment activities

Commissioned Corps (CC) Awards

CC Individual Honor Awards	Accomplishment	Date				
Presidential Unit Citation	For PHS's response to Ebola	2016				
Commendation Medal	For designing and implementing a Fluoride Varnish Program for Infants and Children ages 0-5 years of age.	2007				
Achievement Medal	Advancement of the Lakota Nation's Dental Program's Objectives.	2006				
Outstanding Unit Citation	For participation in the Transformation Workgroup 2015	2015				
Unit Commendation	Assisting in Hurricane Rita and Katrina recovery efforts	2010				
Unit Commendation	For Implementation of an early childhood prevention program to reduce tooth decay in mom's and their infants	2014				
SERVICE AWARDS (enter the number for each type of award received)						
SAA	ISOHAR	HAD	NEPA	CRSA	FDA	RSR
	1	1				

Other CC and Non-CC Honor Awards (e.g. DePAC, agency, or professional organization)

Awards	Accomplishment	Date
Letter of Recognition from USPHS DePAC	For service on the USPHS DePAC Women's Issues Sub-Committee	2017
National Defense Service Medal	For service with the USCG defending the nation	2016
Global War on Terrorism	For service with the USCG's fight against Terrorism	2016
JOAG Recognition	For demonstrating exceptional dedication and service	2007
IHS Health Promotion Disease Prevention Award-Small Clinic	For designing and implementing the Fluoride Varnish program which targets infants and children 0 to 5 years of age.	2007

PRECEPT #2: EDUCATION, TRAINING, AND PROFESSIONAL DEVELOPMENT

Degrees, Residencies, and Post-Doctoral Training

- MPH, Loma Linda University 2012
- Doctorate of Dental Surgery, Baylor University 1998

Certifications/Credentialing: Board Eligible/Board Certified, FAGD, MAGD (with dates)

- Certification in Forensic Dentistry 2015
- Board Certified, Dental Public Health 2013

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Public Health Training/Experience

- Forensic Dental Identification Workshop and Course 2013

PRECEPT #3: CAREER PROGRESSION AND POTENTIAL

Chief Dental Officer	BOP, Leavenworth, KS	Position Billet O-4	2012-2016
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Duties:

- Supervise 1 hygienist, teach and Supervise an Inmate Vo-tech Dental Assisting Program
- Provide comprehensive dental services to an inmate population of 1800 inmates, which includes but is not limited to the surgical extraction of third molars

Collateral Duties:

- Served as Acting HSA during the absence of a Health Services Administrator
- Serve as a member of the Pharmacy and Therapeutics Committee, member of the Utilization Review Committee, Environmental Management Systems Committee and Improvement Organizational Performance Committee
- Serve as a Correctional Officer when needed
- Grants Reviewer for NIH and CDC-reviewed applications for funding of oral health prevention programs (2014, 2015)
- CPR/AED Instructor

Chief Dental Officer	BOP, FCI Otisville, PA	Position Billet O-4	2008-2012
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Duties:

- Provide comprehensive dental services to an inmate population of 900 inmates, which includes but is not limited to the surgical extraction of third molars

Collateral Duties:

- Served as Acting HSA during the absence of a Health Services Administrator
- Serve as a member of the Pharmacy and Therapeutics Committee, member of the Utilization Review Committee, Environmental Management Systems Committee and Improvement Organizational Performance Committee
- Serve as a Correctional Officer and Duty Officer when needed

Basic Staff Dentist	IHS Many Farms, AZ	Position Billet O3	1/2006-11/2008
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Duties:

- Provided direct patient care to a population of approximately 35,000 during a severe dentist shortage-there were only 3 general dentist on staff although the clinic was designed to accommodate 12 dentist
- Provided services to a large Pediatric and geriatric population and to inmates of the Tribal Detention Center

Collateral Duties:

- Performed Diabetic Dental and Head Start Screenings
- Participated in the School Based Sealant Program
- Performed patient chart reviews for Quality Improvement Programs
- Member of the Hospital Medical Board
- Coordinated Essay Contest for Middle School Students for Children's Dental Health Month
- Provided lectures to elementary school students on the importance of oral hygiene

PRECEPT #4: PROFESSIONAL CONTRIBUTIONS/ SERVICE TO THE CORPS (OFFICERSHIP)

Dental Professional Advisory Committee (DePAC) Activity (with roles and dates)

- DePAC-Voting Member 2018-present
- DePAC-Women Issue's Subcommittee Chair 2016

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<ul style="list-style-type: none"> • DePAC Secretary 	2015
Recruitment and Mentoring (with roles and dates)	
<ul style="list-style-type: none"> • Mentor Junior Officer 	2008-2010
Deployments (with roles and dates)	
<ul style="list-style-type: none"> • Hurricane Katrina –Logistics Officer 	2006
Other Official CC/PHS Activities (with roles and dates)	
<ul style="list-style-type: none"> • JOAG-Voting Member • Chair of DePAC Women’s Issues Subcommittee 	2008-2010 2010
Professional Organizations (with roles and dates)	
<ul style="list-style-type: none"> • American Dental Education Association • Military Officer’s Association of America • American Dental Association • Association of Military Surgeons (AMSUS) 	2010-present 2014 2006-present 2008-present
Presentations (title, location, date)	
<ul style="list-style-type: none"> • Sterilization, Cleaning, and Disinfection, Why are We Concerned?; OSAP Convention, Miami, FL • Providing Care in a Rural Setting-Round Table, American Assoc. Public Health Dallas, TX • A Model Project for the Delivery of Health Care within Day Care Centers- COA Convention, Atlanta, GA • Providing Care Within an Isolated America Village Phoenix, AZ • Oneida Dental’s Early Childhood Caries Prevention Clinic- 2005 35th Anniversary Statewide Perinatal Conference/Stevens Point, WI 	2017 2015 2008 2007 2004
Publications (authors, article, publication, date)	
<ul style="list-style-type: none"> • The Role of the Pediatrician in Preventing Early Childhood Caries ADA Journal, July 2016 • Role of the Dentist in the Treatment of Obstructive Sleep Apnea, General Dental Association Journal, May 2015 	2016 2015