PY 2022 PROMOTION CURRICULUM VITAE

 CAPT Example O. One

DMD, FAGD

Indian Health Service

SEARHC Juneau Dental Clinic

3245 Hospital Drive

Juneau, AK 99801

ExampleOne@searhc.com

(907)123-4567

|  |  |
| --- | --- |
| **Last Temporary Promotion Date** | 01/01/2016 |

PRECEPT 1: PERFORMANCE RATING AND REVIEWING OFFICIAL’S STATEMENT (PERFORMANCE)

USPHS ASSIGNMENT(S), DUTIES & IMPACT

Current Agency Title: New York University (NYU) Advanced Education in General Dentistry (AEGD) Residency Program Associate Director

Billet Grade: 0-6, supervisory

Dates: August 2017- present

Agency: Indian Health Service (IHS)

 Duties & Responsibilities:

* Associate Director for NYU Langone Dental Medicine, AEGD Residency Program -Alaska (O-6 Billet) (Clinical).
* Manage the residency training program for 5 residents located in Juneau and Sitka Alaska.
* Responsible for administration of the Post Graduate training program to include all aspects of the clinical and didactic curriculum.

 Impact/Accomplishments:

# The Advanced Education in General Dentistry Program is resulted in increasing access to care by providing 30% more appointments with providers

* The Advanced Education in General Dentistry Program has also resulted in the retention of 8 dental providers over the last 4 years.

USPHS ASSIGNMENT COLLATERAL DUTIES

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| --- | --- | --- |
| **Role** | **Description & Impact** | **Date(s)** |
| Guided Implant Surgery Coordinator | Developed protocol and in charge of case selection for surgical placement of dental implant. In charge of purchasing implant system and maintaining equipment, as well as troubleshooting/communicating with dental reps. Placed on average 70 implants per year for 50 patients each year. | 2017- present |
| Laser Dentistry Committee Member | Responsible for research and safety review in adding dental laser technology for use in periodontal surgeries. Personally have used diode laser in 50 procedures in the last 4 years to remove mucoceles, cut frenums, and treat aphthous lesions, while educating AEGD residents simultaneously. | 2016- present |

Previous Agency Title: Senior Dental Executive D17

Billet Grade: 0-6, supervisory

Dates: July 2015- July 2017

Agency: United States Coast Guard (USCG), Kodiak AK

 Duties & Responsibilities:

* Area Regional Dental Consultant. Primary consultant to Regional Health Administrator on all matters concerning oral health for 1,800 service members stationed throughout the Alaska Region.
* Supervise 3 Dental Officers and coordinate dental services at 3 clinics- Field Office Kodiak, Field Office Juneau, and Field Office Ketchikan.
* Manages Field Office Kodiak clinical services, providing dental care to 1,011 empaneled local service members. Supervise direction and training of staff with 1 Dental Officer, 1 Hygienist, 2 Dental Assistants and 2 Health Service Technicians. Ensures quality of dental care services meet Coast Guard standards, ensures Health Service Technicians are prepared for independent duty assignments.

 Impact/Accomplishments:

* Ensured Field Offices remain operational and fully staffed so that the local service members we were responsible for maintained adequate oral health, allowing them to complete their duty assignments without interruption from dental problems.

USPHS ASSIGNMENT COLLATERAL DUTIES

|  |  |  |
| --- | --- | --- |
| **Role** | **Description & Impact** | **Date(s)** |
| Dental Radiation Safety Officer | Responsible for training staff on proper use of x-ray equipment and as well as monitoring and logging dental radiation badges to ensure all employees remain safe from excess radiation exposure | 2015-2017 |
| Dental Quality Assurance Coordinator | Develop and enforce clinic protocols aimed at identifying issues, developing strategies to resolve problems and implementing improvement so that a high level of care is always delivered and maintained | 2015-2017 |
| Central Sterilization Room Officer | Keeping and checking sterilization logbook and performing weekly tests on autoclaves to ensure proper function. Communicating with repair service representatives when issues arise. Ensures equipment remains operational so that instruments are sterilized properly in between use. | 2015-2017 |

Previous Agency Title: Senior Dental Executive D9

Billet Grade: 0-6, supervisory

Dates: July 2009- July 2015

Agency: United States Coast Guard (USCG), Harrison, MI

 Duties & Responsibilities:

* Area Regional Dental Consultant. Primary consultant to Regional Health Administrator on all matters concerning oral health for 3,000 service members stationed throughout the Great Lakes Region.
* Managed Detroit clinical services, providing dental care to 450 empaneled Coast Guard, Navy and Marine Corps members.
* Supervise 1 dental assistant, 1 hygienist, 1 receptionist, multiple hygiene and assistant student interns

 Impact/Accomplishments:

* Ensured regional dental facilities remained operational and fully staffed so that the local service members we were responsible for maintained adequate oral health, allowing them to complete their duty assignments without interruption from dental problems.

USPHS ASSIGNMENT COLLATERAL DUTIES

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| --- | --- | --- |
| **Role** | **Description & Impact** | **Date(s)** |
| Dental Radiation Safety Officer |  Responsible for training staff on proper use of x-ray equipment and as well as monitoring and logging dental radiation badges to ensure all employees remain safe from excess radiation exposure | 2009-2015 |
| Dental Quality Assurance Coordinator |  Develop and enforce clinic protocols aimed at identifying issues, developing strategies to resolve problems and implementing improvement so that a high level of care is always delivered and maintained | 2009-2015 |
| Dental Infection Control Officer | Develop and enforce infection control policies, research use of surface disinfectants and train staff on their use and keep infection control log. Responsible for protecting patients and staff from infection transmission. | 2009-2015 |
| Dental Common Access System Coordinator | Track patient needs and treatment provided. Allows identification of emergent and non-emergent treatment visits | 2009-2015 |

Previous Agency Title: Staff Dental Officer

Billet Grade: 0-4, non-supervisory

Dates: August 2005- July 2009

Agency: United States Coast Guard (USCG), New London, CT

 Duties & Responsibilities:

* Direct Dental Care for a population of over 1,400 cadets and local units members
* Quality Improvement Coordinator for 2nd largest Health Services Clinic in Atlantic Region

 Impact/Accomplishments:

* Helped ensure local service members maintained adequate oral health, allowing them to complete their duty assignments without interruption from dental problems.

USPHS ASSIGNMENT COLLATERAL DUTIES

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| --- | --- | --- |
| **Role** | **Description & Impact** | **Date(s)** |
| JOAG Inter-Service Committee Member | Served as liaison between PHS and other uniformed services as part of JOAG, helping facilitate junior military officers considering a transfer between branches. | 2005-2009 |

AWARDS HISTORY

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| --- | --- |
| **Type of Award/Recognition** | **Year(s) Awarded** |
|  |  |  |
| **USPHS** | PHS Presidential Unit Citation | 2015 |
| PHS Unit Commendation | 2012 |
| PHS Isolated Hardship Service | 2016 |
| PHS Response Service Award | 2009 |
| Regular Corps Ribbon | 2010 |
| Commissioned Corps Training Ribbon | 2006 |
| **Uniformed Services** | Coast Guard (CG) Meritorious Service Medal | 2015 |
| Navy Commendation Medal | 2003 |
| CG Commendation Medal | 2017 |
| CG Commendation Medal | 2009 |
| Navy Joint Service Achievement Medal | 2004 |
| Navy Achievement Medal | 2004 |
| Navy Achievement Medal | 1993 |
| CG Presidential Unit Citation | 2006 |
|  | Navy Unit Commendation | 2003 |
|  | CG Unit Commendation | 2010 |
|  | CG Unit Commendation | 2010 |
|  | Navy Meritorious Unit Commendation | 1990 |
|  | CG Meritorious Unit Commendation | 2010 |
|  | CG Meritorious Team Citation | 2016 |
|  | CG Meritorious Team Citation | 2008 |
|  | Navy “E” | ’94‘01-03 |
|  | National Defense Service Medal | 1992/2005 |
|  | Global War on Terrorism Expeditionary Medal | 2004 |
|  | Global War on Terrorism Service Medal | 2003 |
|  | CG Special Operations Service | 2015 |
|  | Navy Sea Service Deployment Ribbon | 1993,2003 |
| **Other** | New Orleans, LA Health Department Citation | 2011 |
| PHS Field Medical Readiness Badge | 2007 |
|  |  |
| **Letters/Certificates of Appreciation** | PHS Letter of Appreciation  | 2015, 2017 |
|  | Michigan Dental Association Letter of Appreciation | 2014 |
|  | Navy Letter of Commendation | 2014 |
|  | Navy Letter of Appreciation | 2012 |
|  | PHS Letter of Appreciation  | 2008 |
|  | Coast Guard Letter of Appreciation  | 2006 |

PRECEPT 2: EDUCATION, TRAINING & PROFESSIONAL DEVELOPMENT

CREDENTIALS

|  |  |  |  |
| --- | --- | --- | --- |
| **Degree** | **Specialty** | **College/University** | **Year Received (Actual/Projected)** |
| **Qualifying Degree: DMD** | General Dentistry | University of Connecticut | 2000 |
|  |  |  |  |
| **Additional Degree(s):** |  |  |  |

CERTIFICATIONS, REGISTRATION & ADDITIONAL TRAINING PROGRAMS

|  |  |  |
| --- | --- | --- |
| **Description** | **Organization** | **Date(s)** |
|  General Practice Residency | National Naval Medical Center, Bethesda, Maryland | 2001 |
| Fellow in the Academy of General Dentistry |  | 2010 |
|  |  |  |

LICENSURE

|  |  |  |  |
| --- | --- | --- | --- |
| **Type** | **State** | **Expiration Date** | **# of CE Hours Required per 3 years (indicate licensing period)** |
| General Dentist | MI | 06/2022 | 60 |

CONTINUING EDUCATION (PLANS, DEVELOPS, LEADS)

|  |  |  |
| --- | --- | --- |
| **Type of Activity** | **Role** | **Date(s)** |
| CE- Dental Emergencies, Detroit MI |  Keynote Speaker (Plan, Develop and Leads) | 2010, 2014 |
|  |  |  |

PUBLIC HEALTH TRAINING & EXPERIENCE

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| --- | --- | --- | --- |
| **Description** | **Organization** | **Role** | **Date Completed** |
| USPHS Online Training Courses - *Annual Cultural Awareness Course* *- Annual Ethics Course* *- Annual Harassment Awareness Course* *- Annual Resiliency Course* | USPHS | Attendee | 2021 |
| Online COVID-19 Management Training- *Epidemiology and Contagion**- Evidence Based Treatment of COVID-19,*  *Clinical Care, and Expected Course of Patients**- NDMS Personal Protective (PPD) Training, PPE*  *Overview, Selection, Use and Limitations**- Community Based Testing Sites**- Lab Testing for COVID-19**- Mobile Lifesaving Kits*  | USPHS | Attendee | 2020 |
| USPHS Scientific Symposium | USPHS | Attendee | 2011 |
| Senior Leadership Principles and Skills Course | USPHS | Attendee | 2008 |
| Armed Forces Institute of Pathology Dental Forensics | Navy | Attendee | 2004 |
| Combat Casualty Care Course (C-4) | Navy | Attendee | 2001 |
| Dental Mission to Guyana South America | USPHS | Clinical | 2015,2017 |
| Mission of Mercy, Anchorage, AK |  | Clinical Volunteer | 2016 |
| Mission of Mercy, Big Rapids, MI |  | Clinical Volunteer | 2014 |
| DoD Support Mission, Camp LeJeune, NC |  | Clinical Volunteer | 2009 |
| Children’s Health Identification Program |  | Volunteer | 2003-2005 |
| Medical Ministries International, Dominican Republic |  | Volunteer | 1999 |

PRECEPT 3: CAREER PROGRESSION & POTENTIAL

USPHS CAREER PROGRESSION OVERVIEW

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| --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Temporary Rank &****Grade** | **Billet****Grade** | **Agency****Position****Type** | **Agency Position Title** | **Agency &****Location** | **Mission****Priority****Factor** |
| 8/17- present | O-6 | O-6, supervisory | IHS, Juneau, AK | NYU Academy of General Dentistry Associate Director | IHS, Juneau, AK | 1,2,3,5 |
| 7-15-8/17 | O-5 | O-6, supervisory | USCG, Kodiak, AK | Senior Dental Executive D17 | USCG, Kodiak, AK | 1,2,3,4 |
| 7/09-7/15 | O-5 | O-6, supervisory | USCG, Harrison, MI | Senior Dental Executive D9 | USCG, Harrison, MI | 2,3,4 |
| 8/05-7/09 | O-4 | O-4, non-supervisory | USCG, New London, CT | Staff Dental Officer | USCG, New London, CT | 2,3 |
| 8/03-7/05 | O-4 | O-4, non-supervisory | USN, Groton, CT | Staff Dental Officer | USN, Groton, CT | 2,3 |
| 06/01-7/03 | O-3 | O-3, non-supervisory | USS NASHVILLE(LPD-13) | Dental Officer | USS NASHVILLE (LPD-13) | 2,3 |

PRECEPT 4: PROFESSIONAL CONTRIBUTIONS & SERVICE TO THE PHS COMMISSIONED CORPS (OFFICERSHIP)

HONOR/INTEGRITY/DUTY (Deployments)

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| --- | --- | --- | --- |
|  | **Mission** | **Role & Impact** | **Year(s)** |
| **USPHS** | Washington, D.C./ Remote Area Medical Event | Dentist- spent 3 days, provided $100K in free dental care, saw 200 patients | 2019 |
|  |  |  |
| **Agency** | N/A |  |  |
|  |  |  |

OTHER COMMISSIONED CORPS AND PROFESSIONAL CONTRIBUTIONS

***Category Collateral Duties***

|  |  |  |
| --- | --- | --- |
| **Group/Committee** | **Role & Impact** | **Year(s)** |
| DePAC  | Voting member | 2017- present |
| Co-Chair, Deployment and Readiness Work Group | -completed assigned projects | 2017- present |
|  |  |  |

***USPHS Collateral Duties***

|  |  |  |
| --- | --- | --- |
| **Group/Committee** | **Role & Impact** | **Year(s)** |
| Coordinator for Guided Implant Surgeries |  | 2017- present |
| Laser Dentistry Committee Member |  | 2017- present |
| Dental Radiation Safety Officer |  | 2009-2017 |
| Dental Quality Assurance Officer |  | 2009-2017 |
| Dental Infection Control Officer |  | 2009-2015 |
| USCG Infection Control Focus Group |  | 2013 |
| JOAG Inter-Service Committee Work Group |  | 2006-2009 |

***Professional Organizations***

|  |  |  |
| --- | --- | --- |
| **Group/Committee** | **Role & Impact** | **Year(s)** |
| American Association of Public Health Dentistry | President | 2020-present |
| American Association of Public Health Dentistry | President- Elect | 2018-2020 |
| Academy of General Dentistry | Member  | 2001-present |
| American Dental Association | Member | 2018 |
| Commissioned Officers Association | Member | 2009- present |
| Board of Advisors for Dentistry, Baker College | Council Member | 2010-2015 |
| American Student Dental Association | Member | 1996-2000 |

***Mentoring Activities***

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| --- | --- | --- |
| **Official Category Program** | **Role** |  **Year(s)** |
| *(Program Name and Role)* |  |
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| **Other PHS/Agency Program** |  Mentor- provided group and one on one mentoring activities for the 3 dental officers under my supervision. | 2015-2017 |
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***Publication(s)***

1. N/A

***Presentation(s)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title of Presentation** | **Title of Meeting** | **Type of Activity** | **Location** | **Date(s)** |
| Dental Radiation Exposure and Infection Control | Board of Advisors for Dentistry-Quarterly Meeting | Lecture | Baker College | 2010-2015 |
| Importance of Serving Others | Congratulations, Seniors | Graduation Commencement | Baker College | 2011,2012 |

***Outreach (Civic, community, and volunteer/Outside Activities)***

|  |  |
| --- | --- |
| **Type of Activity** | **Date(s)** |
| Dental Mission, Guyana, South America | 2015, 2017 |
| Mission of Mercy, Anchorage AK | 2016 |
| Mission of Mercy, Big Rapids, MI | 2014 |

***Continuing Education (Plans, Develops, Leads)***

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| --- | --- | --- |
| **Type of Activity** | **Role** | **Date(s)** |
| Dental Emergencies, Detroit MI | Presented to Medical and Dental Staff | 2010, 2014 |
| Dental Emergencies, New London CT | Presented to Medical and Dental Staff | 2007 |