



CCD 151.06
EFFECTIVE DATE: 8 January 2021

By Order of the Secretary of Health and Human Services:

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SUBJECT: Assignment Pay

1. PURPOSE: This Directive establishes policy and procedures establishing Assignment Pay (AP) for officers in the U.S. Public Health Service (USPHS) Commissioned Corps.
2. APPLICABILITY: This Directive applies to members of the Regular Corps and Ready Reserve Corps in specified categories, professions, or specialties who are serving on active duty and are assigned to designated locations.
3. AUTHORITY:
 - 3-1. [42 U.S.C. § 216](#), "Regulations"
 - 3-2. [37 U.S.C. § 352](#), "Assignment pay or special duty pay"
 - 3-2. [37 U.S.C. § 373](#), "Repayment of unearned portion of bonus, incentive pay, or similar benefit, and termination of remaining payments, when conditions of payment not met"
4. PROPONENT: The proponent of this Directive is the Secretary of the Department of Health and Human Services (HHS or Department).
5. SUMMARY OF REVISIONS AND UPDATES: This is the second issuance of this Directive in the electronic Commissioned Corps Issuance System (eCCIS) and replaces Commissioned Corps Directive (CCD) 151.06, "Assignment Pay," dated 26 July 2018. This version:
 - 5-1. Authorizes the Assistant Secretary for Health (ASH) to require an officer to enter into an agreement in order to receive AP.
 - 5-2. Provides the authority for lump sum payments provided that the ASH also requires an officer to enter into an agreement to serve at an approved location for a specified period.
 - 5-3. Authorizes the ASH to designate non-clinical categories, professions, or specialties as eligible to receive AP.
 - 5-4. Removes the Health Professional Shortage Area designation and score as a factor that the ASH must consider in designating a profession as eligible for AP.

6. POLICY: The USPHS Commissioned Corps may pay AP to officers in accordance with this Directive to ensure that the Corps continues to meet its ongoing mission to protect, promote, and advance the health and safety of the Nation. AP is intended to provide an incentive to officers who are assigned to specific duty locations in order to maintain continuity of the missions at these locations. To receive AP an officer must be in a category, profession, or specialty specified by the ASH and assigned to a specific duty location specified by the ASH.
- 6-1. Assignment Pay (AP). The USPHS Commissioned Corps may pay AP to eligible officers on a monthly basis in addition to any other pay and allowances to which the officer is entitled or, if an agreement is required by the ASH, in a lump sum or installment payments (see Section 6-5.). For monthly payments, AP is pro-rated for partial months served in a designated location. The total amount of AP paid to an officer shall not exceed the limitations specified in 37 U.S.C. § 352, as amended. The ASH will determine the amount of AP, subject to the limitations of this Section, for specific locations and categories, professions, or specialties.
- 6-2. Eligible Categories, Professions, or Specialties and Locations. Payment of AP is category, profession, or specialty and location specific as determined by the ASH (i.e., a category, profession, or specialty approved at one location may or may not be approved at another location).
- a. Eligible Categories, Professions, or Specialties. Categories, professions, or specialties are limited to specific critical need categories, professions, or specialties that provide clinical patient care (e.g., medical, dental, optometrist, nurse practitioner) or support the clinical health care mission of the USPHS Commissioned Corps (e.g., engineer).
- b. Eligible Locations. The ASH will consider, at a minimum, the following factors in designating a location and amount:
- (1) The geographic remoteness of the location;
 - (2) Availability of adequate secondary level of medical care and other services; and
 - (3) The historic vacancy rates for clinical positions in the specified categories, professions, or specialties.
- 6-3. Eligibility Criteria. In addition to criteria specified by the ASH pursuant to Sections 6-1. and 6-2. and any other criteria or limitations specified by the ASH, in order for the USPHS Commissioned Corps to pay AP, an officer must meet the following criteria:
- a. Entitled to basic pay under [37 U.S.C. § 204](#);
 - b. Be in pay grade O-6 or below;
 - c. Continually meet the USPHS Commissioned Corps' conditions of service (see [CCD 111.03](#), "Conditions of Service") and hold a current license and/or credential if required for the designated category, profession, or specialty as determined by the ASH (see Commissioned Corps Instruction (CCI) [251.01](#), "Professional Licensure and Certification");
 - d. Encumber a clinical billet with direct patient care or oversee the provision of direct patient care or encumber a billet that supports the clinical health care mission of the USPHS Commissioned Corps;

- e. Received a satisfactory performance rating on the most recent annual Commissioned Officers' Effectiveness Reports (COER) as required by the ASH (see [CCI 351.01](#), "Commissioned Officers' Effectiveness Report");
 - f. Must not be under investigation for allegations of unacceptable performance or misconduct, or must not have any current or pending administrative and/or disciplinary actions; and,
 - g. Must not have failed to be recommended for a temporary or permanent promotion during the most recent promotion cycle.
- 6-4. Payment. The USPHS Commissioned Corps may pay AP to an officer in a specified category, profession, or specialty who is serving at a designated location and meets the criteria in Section 6-3. as follows:
- a. The USPHS Commissioned Corps may pay a Regular Corps officer who is permanently assigned (i.e., on call to active duty or permanent change of station personnel orders) to a designated location beginning on the effective date of the assignment for monthly payments or upon execution and acceptance of an agreement if an agreement is required by the ASH.
 - b. The USPHS Commissioned Corps may pay a Ready Reserve Corps officer for periods that he/she is on active duty and entitled to basic pay.
 - c. A Regular Corps officer on a temporary duty assignment must serve on active duty at a designated location(s) for 180 or more consecutive days. Payment of AP may begin effective on the 180th day if approved by the ASH and if monthly payment is authorized by the ASH. An officer on a temporary duty assignment may not enter into an agreement for AP.
 - d. Effective Dates. The ASH will specify the date(s) on which a category, profession, or specialty and/or location is designated as eligible for AP. The ASH will also specify the date on which a change in the amount of AP is effective.
- 6-5. Agreements. The ASH may require an officer to enter into a written agreement to serve on active duty for a specified period.
- a. The ASH, at his/her discretion, may require a written agreement in order for an officer to receive monthly payments of AP.
 - b. A written agreement is required in order for an officer to receive a lump sum or installment payments of AP.
 - c. When a written agreement is required, the agreement must specify, at a minimum, the method of payment, the period of obligated service, the location at which the officer must serve the obligation, the position in which the officer must serve the obligation, and the type or conditions of the service.
- 6-6. Termination and Repayment.
- a. An officer who receives AP who fails to meet the eligibility requirements in Section 6-3. or who permanently transfers to a different duty location will have the AP terminated and will be subject to the repayment provisions of 37 U.S.C. § 373.
 - b. The ASH may grant an exception to the termination and repayment requirements of this Section if the ASH determines that the imposition of the termination and

repayment requirements would be contrary to a personnel policy or management objective, against equity and good conscience, or would be contrary to the best interests of the United States.

- c. In the circumstance that the ASH removes a category, profession, or specialty and/or location from the approved list, payment of AP will terminate on the date specified by the ASH or, if a written agreement was entered, after the officer completes the period of obligated service.

7. RESPONSIBILITIES:

- 7-1. The ASH may promulgate policies and make delegations as necessary to implement this Directive.
- 7-2. All officers are responsible for adhering to the guidelines and procedures listed in this Directive.

8. HISTORICAL NOTES: This is the second issuance of this Directive in the eCCIS.

- 8-1. CCD 151.06, "Assignment Pay," dated 26 July 2018.