

MANUAL: Personnel  
Chapter Series CC--Commissioned Corps Personnel Manual  
Part 2--Commissioned Corps Personnel Administration

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE  
Public Health Service

Chapter CC23--Staffing  
Subchapter CC23.1--Recruitment  
Personnel INSTRUCTION 3--Recruitment of Personnel of Other Uniformed Services

Section A. Purpose

1. To preclude the recruitment of active duty commissioned officer personnel or advanced [1]/ ROTC cadets of the other uniformed services (Army, Navy, Air Force, Marine Corps, Coast Guard, National Oceanic and Atmospheric Administration) for appointment in the Commissioned Corps of the Public Health Service (PHS).
2. To preclude dual appointments in branches of the uniformed services.

Section B. Service Policy

Personnel of PHS will not attempt to recruit, formally or informally, active duty officers or advanced ROTC cadets of the other uniformed services for the Commissioned Corps (Regular or Reserve). PHS officials who may be approached by members of the other uniformed services in connection with potential appointment in the Commissioned Corps will inform them that PHS policy precludes any consideration of their appointment unless they can provide evidence (e.g., copy of orders) that their separation has already been approved by their service. However, requested information about the Commissioned Corps personnel system or PHS programs may be furnished.

Section C. Procedures

1. Applications by Active Duty Officers or Advanced ROTC Cadets of Other Uniformed Services.

The Commissioned Personnel Operations Division, Office of Personnel Management, Office of Administrative Management, PHS, will not accept an application submitted by an active duty officer or advanced ROTC cadet of another uniformed service, unless the application is accompanied by documentary evidence (e.g., copy of separation orders) establishing the effective date of separation of the applicant from the other service.

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[1]/ Third and fourth year.

2. Application by Reservists [1]/ or Active Duty Enlisted Personnel of the Other Uniformed Services for Appointment in the Commissioned Corps
- a. If an applicant for commissioning in PHS (active duty or inactive duty status) holds a commission as a reservist or is in enlisted status (active duty or inactive status) with any branch of the uniformed services, he must obtain and forward to the Commissioned Personnel Operations Division a conditional release from that branch of the uniformed services. The Commissioned Personnel Operations Division will not process the application of the applicant until the conditional release is received. The conditional release must state that the applicant will be separated from the other service upon appointment in the Commissioned Corps.
  - b. As an alternative to the conditional release, the applicant may furnish the Commissioned Personnel Operations Division with a copy of orders establishing the effective date of separation of the applicant from the other service.

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[1]/ Reserve (e.g., NGUS, USAR, USNR, USAFR) personnel in other than active duty status.