**Program Authorization**: The Medical Service Corps In-service Procurement Program (MSC IPP) provides a pathway to officer commissions for active duty enlisted personnel who meet eligibility criteria for direct commission or training programs in Health Care Administration (HCA), Physician Assistant (PA), Radiation Health (RHO), Environmental Health (EHO), Industrial Health (IHO), Occupational Therapy (OT), Social Work, Entomology, Medical Technology/Medical Laboratory Scientist, and Pharmacy. BUPERS-315 MSC Community Manager is the program manager. Bureau of Medicine and Surgery (BUMED) is the resource sponsor.

1. **Program Authority**: Title 10 United States Code, OPNAVINST 1420.1(series), and OPNAVINST 1120.8(series).


3. **Quota**: Annual MSC IPP quotas will be approved by the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) (N1).

4. **Qualifications**:

   a. Citizenship: Applicants must be United States citizens. This requirement cannot be waived.

   b. Gender: No restrictions.

   c. Age:

      (1) Must be at least 18 years of age and able to complete 20 years of active commissioned service by age 62. Applicants must not have passed their 42nd birthday by the time of initial appointment and commissioning. Age waivers will not be granted.

      (2) To comply with the aforementioned age guidelines, IPP candidate selection criteria must take into consideration the ability of the candidate to complete all pre-commissioning educational requirements in accordance with the age criteria set forth in paragraph 4.c.(1).

   d. Education/Eligibility:

      (1) SAT or ACT scores are required for all applicants requesting to complete a bachelor’s degree utilizing military funding, with a minimum acceptable SAT or ACT score as published in the annual IPP NAVADMIN. GRE or GMAT scores are required for all non-master’s degree prepared applicants requesting training, excluding Pharmacy, with a minimum acceptable GRE or GMAT score as published in the annual IPP NAVADMIN. Pharmacy applicants must submit Pharmacy College Admission Test (PCAT) scores. Amplifying test requirements will be provided in the annual IPP NAVADMIN.

      (2) **Health Care Administration (HCA)**: Candidates for direct accession must possess a qualifying baccalaureate or graduate degree. The MSC Community Manager, in coordination
with the Director, Medical Service Corps, may authorize limited waivers for exceptionally qualified candidates with Science, Technology, Engineering and Mathematics (STEM) degrees. Preferred candidates for HCA training will possess a qualifying baccalaureate degree.

(a) Qualifying baccalaureate degrees include Health Care Administration, Health Services Administration or Management, or in an applicable business/management discipline. Acceptable disciplines include Accounting, Business Economics and Policy, Finance, Information Systems Management, Logistics, Manpower (Human Resources), Materials Management, and Public Administration. Applicants must have a 3.0 or better grade point average (GPA) on a 4.0 scale. Amplifying degree requirements will be provided in the annual IPP NAVADMIN.

(b) Qualifying graduate degrees include degrees in Health Care Administration, Health Services Administration, Hospital Administration, Public Health Administration with an emphasis in Health Care Administration or Business Administration with an emphasis in Health Care Administration. To serve as a qualifying degree for entry grade credit, the degree must be accredited in accordance with Program Authorization 115 (MSC Active and Reserve Components).

(c) Candidates without a qualifying degree (baccalaureate or graduate) may be considered for HCA training on a case-by-case basis.

(d) For those instances where Full Time Out Service (FTOS) training is authorized under the annual IPP NAVADMIN, applications seeking graduate level training must include a letter of acceptance to a qualified graduate program accredited by the Commission on Accreditation of Healthcare Management Education (CAHME), or the Association to Advance Collegiate Schools of Business (AACSBE), or the Council on Education on Public Health (CEPH), or the National Association of Schools of Public Affairs and Administration as a full time, in-resident student.

(3) Physician Assistant:

(a) Have a high school diploma or equivalency certificate and have completed a minimum of 60 semester hours of fully transferable college credit that can be applied towards completion of a qualifying degree in the Physical Sciences, Math, Physics, Biology, or Chemistry. Minimum overall GPA of 3.0 on a 4.0 scale and 3.0 for all science/biology courses is required.

(b) Thirty of the 60 semester hours are prerequisite requirements and must be in residence (classroom) courses. CLEP is not accepted for prerequisite requirements. Only baccalaureate credit on SMART transcripts will be accepted and are considered in-residence hours. The prerequisite requirements include 6 semester hours of English composition, 6 semester hours of Chemistry, 6 semester hours of Anatomy and Physiology (A&P), 6 semester hours of Humanities and Social Sciences, 3 semester hours of Psychology, and 3 semester hours of Algebra.
(c) The remaining 30 semester hours can consist of transferable general education college credits in residence (classroom) or distance learning courses. Distance learning courses must be taken for a grade with proctored exams and be fully transferable to be eligible. Eighteen of these 30 semester hours must be in the biological/chemistry sciences. Successful completion of the Hospital Corps Independent Duty Tech (IDT) schools satisfies these 30 hours and the 6 semester hours of A&P prerequisite requirements but not the 6 semester hours of Chemistry.

(d) Credit for CLEP is possible; however, not for any of the core required courses.

(e) Applicants must notify Navy Medicine Professional Development Center (NMPDC) that they intend to submit official transcripts for review with a complete list of all schools attended and applicants must submit all official transcripts to NMPDC by the date published in the annual IPP NAVADMIN. Transcripts will be reviewed by the degree granting institution for academic eligibility and all applicants will be notified of their eligibility well before the application deadline.

(4) Radiation Health Officer:

(a) Specific degree/education requirements for completion of baccalaureate degrees: Applicants must have 60 semester hours of fully transferable college credit that can be applied towards completion of a qualifying degree in the Radiation Health, Health Physics, Radiobiology, Physics, Chemistry, Mathematics, Engineering, Nuclear Engineering, or Biology, and have a letter of acceptance with a degree completion plan to an accredited school. Applicants must have a 3.0 or better GPA on a 4.0 scale.

(b) Specific degree/education requirements for applicants with completed baccalaureate degrees: degrees from accredited university/colleges in Radiation Health, Health Physics, Radiobiology, Radiological Science, Physics, Chemistry, Mathematics, Engineering, Nuclear Engineering, or Biology. Applicants must have 3.0 or better GPA on a 4.0 scale.

(c) Preference will be given to applicants interested in pursuing a qualifying graduate level degree prior to commissioning. The applicant must provide an acceptance letter or a tentative letter of acceptance to a full-time graduate degree program from an accredited university in Medical Physics or Health Physics. Medical Physics programs must be accredited by the Commission on Accreditation of Medical Physics Education Programs (CAMPEP). Applicants must have 3.0 or better GPA on a 4.0 scale.

(5) Environmental Health Officer:

(a) Specific degree/education requirements for completion of baccalaureate degrees or in the degrees that include life sciences or physical sciences such as Biology, Chemistry and Physics. Applicants must have 60 semester hours of fully transferable college credit that can be applied towards completion of the baccalaureate degree with a 3.0 or better GPA on a 4.0 scale.

(b) Specific degree/education requirements for applicants interested in pursuing a qualifying graduate level degree. Applicants must have an acceptance letter or a tentative letter
of acceptance to a full-time resident graduate degree program, Master of Public Health (MPH) with a concentration in Environmental Health or Master of Science (MS) in Environmental Health from an university accredited by the Council on Education for Public Health (CEPH), Association of Schools of Public Health (ASPH) or National Environmental Health Science and Protection Accreditation Council (EHAC).

(6) **Industrial Hygiene Officer:**

(a) Specific degree/education requirements for completion of baccalaureate degrees: Applicants must have 60 semester hours of fully transferable college credit that can be applied towards completion of a qualifying degree in Chemistry, Biology, or Physical Sciences, Physics, or Engineering with a Chemistry minor and have a letter of acceptance with a degree completion plan to a qualified school. Must be able to complete degree within 24 months. Applicants must have a 3.0 or better GPA on a 4.0 scale.

(b) Specific degree/education requirements for applicants with completed baccalaureate degrees: degrees from accredited university/colleges in Chemistry, Biology or Physical Sciences, Physics or Engineering with a Chemistry minor. Applicants must have 3.0 or better GPA on a 4.0 scale.

(c) Specific degree/education requirements for applicants interested in pursuing a qualifying graduate level degree prior to commissioning must provide an acceptance letter or a tentative letter of acceptance to a full-time Industrial Hygiene graduate degree program from an university accredited in industrial hygiene by the Accreditation Board for Engineering and Technology (ABET).

(7) **Occupational Therapy:** Applicants interested in pursuing a qualifying graduate level degree prior to commissioning must provide an acceptance letter or a tentative letter of acceptance to a full-time occupational therapy graduate degree program from a university accredited in occupational therapy by the Accreditation Council for Occupational Therapy Education (ACOTE). All level II field work will be completed at one of the three Navy Medical Centers: NMC SAN DIEGO, NMC PORTSMOUTH, OR WALTER REED NMMC.

(8) **Social Work:** Applicants interested in pursuing the 24 months social work internship prior to commissioning must have a master’s of social work (MSW) from a graduate school of social work accredited by the Council of Social Work Education (CSWE) with a completion date as published in the annual IPP NAVADMIN. Candidates with a clinical background are preferred, with preference given to those candidates able to demonstrate experience in diagnosis and treatment, trauma, post-traumatic stress disorder, traumatic brain injury, and resiliency. A Graduate Social Worker license or equivalent is required for internship in those states that license post MSW workers.

(9) **Entomology:** Applicants interested in pursuing a qualifying graduate level entomology degree prior to commissioning must provide an acceptance letter or a tentative letter of acceptance to a full-time graduate degree program from an accredited university in entomology. Applicants must have a 3.0 or better GPA on a 4.0 scale.
(10) Medical Technology/Medical Laboratory Scientist:

(a) Applicants must have a qualifying bachelor’s or master’s degree from an accredited university. Preferred candidates will have a Science based degree.

(b) Applicants must have a 3.0 or better GPA on a 4.0 scale and a cumulative GPA of 3.0 on a 4.0 scale for all core science courses.

(c) Applicants must have taken four college-level courses in biological, chemical or natural sciences.

(d) Applicants must have at least 3 years of laboratory experience. Preferred candidate will have at least 3 years of supervised laboratory experience in a medical treatment facility over the most recent 6-year period.

(11) Pharmacy: Applicants interested in pursuing a qualifying degree prior to commissioning must have a letter of acceptance into a Doctor of Pharmacy Degree program that is accredited by a nationally recognized pharmacy accreditation agency and must be able to complete the requirements for a Doctor of Pharmacy Degree within 48 consecutive months. Applicants must have a 3.0 or better GPA on a 4.0 scale and an acceptable score on the PCAT.

e. Physical requirements: Must meet pre-commissioning/accession physical standards for officer candidates as prescribed in the Manual of the Medical Department, Chapter 15. Minor physical defects, non-organic in nature, may be waived by DCNO N1 with the recommendation of the Chief, Bureau of Medicine and Surgery. The candidate must meet the physical fitness weight and/or percentage of body fat standards at the time of application and at the time of commissioning. Applicants must be worldwide assignable.

f. Marital Status: No restrictions.

g. Rank: Applicants must be in the grades E-5 to E-9. As published in the annual IPP NAVADMIN, waivers for E-4 paygrades will be considered on a case by case basis. There is no time in service requirement for this program.

h. Rating: No restrictions.

i. Conduct: Applicants must have no record of non-judicial punishment, conviction by court martial or civil court for other than minor traffic violations during the three years preceding the fiscal year of the selection board for which the application is made. All minor traffic violations must be listed on the application. Driving under the influence of intoxicant (DUI/DWI) violations will be considered major traffic violations and are disqualifying if within three years preceding the fiscal year of the selection board for which the application is made.

j. Entry Grade Credit: Entry grade credit will be awarded in accordance with OPNAVINST 1120.8(series).
k. Recommendation: Applicants must be recommended by their Commanding Officer.

5. Accession Source: This program is open to active-duty enlisted Sailors, Marines, and Navy Full-Time Support (FTS) in any rating or military occupation specialty in paygrades E-5 through E-9 at the time of application. Waivers for E-4 paygrades will be considered on a case-by-case basis. Applicants in the Individual Ready Reserve (IRR) or serving on Active Duty for Special Work (ADSW), Active Duty for Training (ADT), 1 to 3-year recalls, or active Reserve Marines are not eligible for this program.

6. Indoctrination: Upon commission, all selectees will be assigned to the next available class at Officer Development School, Newport, Rhode Island.

7. Appointment: Direct commission selectees and graduates of training programs will be appointed to the Medical Service Corps on the active-duty list, in a grade commensurate with their level of education. All appointments will be made under the guidance of OPNAVINST 1420.1(series) and OPNAVINST 1120.8(series).

8. Service Obligation:

a. Selectees receiving a direct commission will incur an eight-year service obligation comprised of a minimum service obligation of three years on active duty and the remainder in the Inactive Ready Reserve. Selectees entering a training program will incur a minimum active duty obligation of three years for the first year or any part of the first year of training, and six months for each additional six months or any part of six months of additional training. Selectees entering training must reenlist for six years from the date of execution of orders to begin training. The reason for reenlistment should state “Training (Health Care Administration IPP, MSC; Physician Assistant IPP, MSC)” or appropriate program. The following statement of understanding should be included: “I understand that upon selection for the IPP (as appropriate), this agreement becomes binding and may not thereafter be canceled except as provided by the MILPERSMAN 1306-106.” Orders will be issued contingent upon reenlistment before transfer. The Commanding Officer, NMPDC should be notified immediately if applicant who receives orders does not desire to reenlist in order to qualify.

b. Selectees will maintain their enlisted status and be eligible for advancement in rating under the Navy advancement system. Payment of the selective reenlistment bonus is not authorized for selectees who reenlist for the purpose of meeting this obligated service requirement.

c. Selectees who attrite or complete degree requirements but fail to commission, will remain in their enlisted rate in the Navy or Naval Reserve and be made available for general assignment to serve the time remaining on their current obligation.

d. Selectees will be required to reimburse the United States for costs of education if selectee fails to complete the service obligation.

9. Pay and Allowances/Funding: Selectees entering training programs will receive pay and allowances at their current enlisted paygrade. NMPDC manages program funding.
10. The MSC IPP Website: http://www.med.navy.mil/sites/npdc/professional-development/SitePages/Medical%20Service%20Corps%20Program%20MSCIPP-PA.aspx announces the specific disciplines (fields of study) being offered for that year and will provide other general guidance for applicants.

11. Waivers: Waivers of eligibility requirements, other than for minor physical defects, are normally not granted. Age waivers will not be granted. Waivers for paygrade E4 will be considered on a case-by-case basis.

12. Selection: Eligible applicants for the MSC IPP will be considered by an annual selection board convened by Chief of Naval Personnel under the guidance of OPNAVINST 1420.1(series) which delineates program management and administration functions.

13. License/National Registry Certification:

   a. MSC specialties (Pharmacist, Occupational Therapy, Social Work and Physician Assistants) must obtain licensure or certification from the appropriate certifying body, state, territory, or the District of Columbia prior to commissioning or within one year after commissioning, as dictated by the standard practices and procedures of the specialty for which they are being appointed.

   b. Obtaining and maintaining a license/certification to practice is an expense incurred by the individual. Prior to appointment, applicants will be required to acknowledge in writing that they are aware of license/certification requirements.

   [Signature]
   JOHN B. NOWELL, JR.
   Rear Admiral, U.S. Navy
   Director, Military Personnel Plans
   and Policy (N13)

Date: 2/13/18