Program Authorization: The Medical Service Corps (MSC) In-service Procurement Program (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, radiation health, environmental health, industrial health, occupational therapy, social work, entomology, medical laboratory science and pharmacy. Medical Service Corps (BUPERS-315C) is the program manager. Bureau of Medicine and Surgery (BUMED) is the resource sponsor.

1. Program Authority: Sections 532, 2013 and 8323 of Title 10 U.S. Code.

2. Cancellation: Program Authorization 115B, July 2019.

3. Quota: As prescribed by the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) (N1).

4. Qualifications

a. Citizenship: Applicants must be United States citizens.

b. Age: Applicants must be at least 18 years of age and able to commission by age 42. As published in the annual IPP NAVADMIN, age waivers up to age 48 are considered on a case-by-case basis. To comply with the aforementioned age guidelines, IPP candidate selection criteria shall take into consideration the ability of the candidate to complete all pre-commissioning educational requirements.

c. Education: Scholastic Aptitude Test (SAT) or American College Testing (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. Graduate Record Examinations (GRE) or Graduate Management Admission Test (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 shall be provided in the annual IPP NAVADMIN.

(1) HCA: Candidates for direct accession must possess a qualifying baccalaureate or graduate degree. 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 shall 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 line with Program Authorization 115 (Medical Service Corps 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 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, the Association to Advance Collegiate Schools of Business, 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.

(2) 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. The minimum acceptable SAT score is 1,000 (minimum Math 460).

(b) Thirty of the 60 semester hours are prerequisite requirements and must be in residence (classroom) courses. College Level Examination Program (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, 3 semester hours of algebra and college-level medical terminology. Pre-requisite courses must be completed within the past 10 years and before the annual application deadline.

(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 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.

(3) 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. Applicants must have 3.0 or better GPA on a 4.0 scale.

(4) 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 with a concentration in environmental health or master of science in environmental health from a university accredited by the CEPH, Association of Schools of Public Health or National Environmental Health Science and Protection Accreditation Council.

(5) 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 industrial hygiene, chemistry, biology, 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, physical sciences, physics or engineering with a chemistry minor. Applicants must have 3.0 or better GPA on a 4.0 scale. Preference is given to candidates who have completed coursework in industrial hygiene, occupational safety and health, environmental health, and public health.

(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.

(6) 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.

(7) 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 prior to the annual application deadline 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 and traumatic brain injury and resiliency. A Graduate Social Worker license or equivalent is required for internship in those states that license post MSW workers.

(8) 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.

(9) Medical Laboratory Science: Applicants must have a qualifying bachelor's or master's degree from an accredited university with a cumulative GPA of 3.0 or better and current Medical Laboratory Scientist (MLS) certification from American Society for Clinical Pathology. Preferred candidates will have a science based degree. Applicants must have taken four college-level courses in biological, chemical or natural sciences with GPA of 3.0 or better. Preferred candidate will have at least 3 years of supervised laboratory experience in a medical treatment facility over the most recent 6-year period.

(10) 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.

d. Physical: 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, BUMED. The candidate must meet the physical fitness weight or percentage of body fat standards at the time of application and at the time of commissioning. Applicants must be worldwide assignable.

e. Duty Preference: Not applicable.

f. Program Specific Requirements:

(1) Rank: Applicants must be in the paygrades of 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.

(2) Rating: No restrictions.

(3) 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 3 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 violations will be considered major traffic violations and are disqualifying if within 3 years preceding the fiscal year of the selection board for which the application is made.

(4) Recommendation: Applicants must be recommended by their commanding officer.

(5) The MSC IPP Website: http://www.med.navy.mil/sites/nmpdc/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.

(6) 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 1420.1B (Enlisted to Officer Commissioning Programs Application Administrative Manual) which delineates program management and administration functions.

(7) 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 1 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.

5. Waivers: In cases where the applicant does not meet all of the qualifications, but otherwise has an exceptional record or proven skillset required by the Navy, a waiver may be authorized in limited numbers. If a waiver is requested then follow the steps below, and the waiver must be adjudicated prior to the convening of the selection board.

a. Application Contents:

(1) Age Waivers: Complete application package including formal age waiver request.

(2) Paygrade: Complete application package including formal paygrade waiver request.

b. Routing:

(1) Age Waivers: Application packages will be submitted to Commanding Officer, NMPDC. The MSC OCM and MSC IPP Program Manager will review and provide recommendations to the MSC IPP selection board.

(2) Paygrade: Application packages will be submitted to Commanding Officer, NMPDC. The MSC OCM and MSC IPP Program Manager will review and provide recommendations to the MSC IPP selection board.

c. Approval Authority:

(1) Age Waivers: MSC IPP selection board.

(2) Paygrade Waivers: MSC IPP selection board.

d. Notifying the Applicant: Notification of waiver adjudication will be made via the following website: https://www.med.navy.mil/sites/nmpdc/professional-development/sitepages/medical%20service%20corps%20program%20mscipp-pa.aspx.

6. Accession Source: This program is open to Active-Duty enlisted Sailors, Marines and Navy Full-Time Support in any rating or military occupation specialty in the paygrades of E-5 through E-9 at the time of application. Applicants in the Individual Ready Reserve or serving on Active Duty for special work, Active Duty for training, one to three year recalls or active Reserve Marines are not eligible for this program.

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

8. Enlistment: Not applicable.

9. Constructive Entry Credit: Entry grade credit will be awarded in accordance with DoD Instruction 6000.13 of 30 December 2015 (Accession and Retention Policies, Programs, and Incentives for Military Health Professions Officers (HPOS)).

10. Appointment: Direct commission selectees and graduates of training programs will be commissioned in the staff corps of the U.S. Navy, designator 2300, in a grade commensurate with their level of education. Appointments shall be made subject to the guidance governing entry grade, date of rank, precedence and application processes.

11. Service Obligation

a. Selectees receiving a direct commission will incur an 8-year service obligation comprised of a minimum service obligation of 3 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 3 years for the first year or any part of the first year of training, and 6 months for each additional 6 months or any part of 6 months of additional training. Selectees entering training must reenlist for 6 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.

12. Pay and Allowances: Selectees entering training programs will receive pay and allowances at their current enlisted paygrade. NMPDC manages program funding.

Approved: _____

J. T. JABLON
Rear Admiral, U.S. Navy
Director, Military Personnel Plans and Policy (N13)

Date: 18 Feb 2020