



DEPARTMENT OF THE NAVY

BUREAU OF MEDICINE AND SURGERY
2300 E STREET NW
WASHINGTON DC 20372-5300

IN REPLY REFER TO

**BUMEDINST 5050.6 CH-2
NAVMED MPT&E**

21 May 2008

BUMED INSTRUCTION 5050.6 CHANGE TRANSMITTAL 2

From: Chief, Bureau of Medicine and Surgery
To: Ships and Stations Having Medical Department Personnel

Subj: CONTINUING EDUCATION (CE), PROFESSIONAL UPDATE TRAINING
(PUT) AND ALTERNATIVE INSTRUCTIONAL SYSTEMS (AIS) FOR MEDICAL
DEPARTMENT PERSONNEL

Encl: (1) Revised pages 1 and 6

1. Purpose. To replace reference (e) on page 1 of the basic instruction and update the policy in paragraph 7a(5) of BUMEDINST 5050.6.
2. Action. Remove pages 1 and 6 of the basic instruction and replace with enclosure (1) of this change transmittal.
3. Retain. For record purposes, keep this change transmittal in front of the basic instruction.

A handwritten signature in black ink that reads "A. M. Robinson, Jr." in a cursive style.

A. M. ROBINSON, JR.

Distribution is electronic only via the Navy Medicine Web site at:
<http://navymedicine.med.navy.mil/default.cfm?seltab=directives>



DEPARTMENT OF THE NAVY

BUREAU OF MEDICINE AND SURGERY
2300 E STREET NW
WASHINGTON DC 20372-5300

IN REPLY REFER TO

BUMEDINST 5050.6 CH-2
NAVMED MPT&E
21 May 2008

BUMED INSTRUCTION 5050.6

From: Chief, Bureau of Medicine and Surgery
To: Ships and Stations Having Medical Department Personnel

Subj: CONTINUING EDUCATION (CE), PROFESSIONAL UPDATE TRAINING (PUT), AND ALTERNATIVE INSTRUCTIONAL SYSTEMS (AIS) FOR MEDICAL DEPARTMENT PERSONNEL

Ref: (a) Joint Federal Travel Regulations (JFTR)
(b) OPNAVINST 7220.13
(c) OPNAVINST 4651.4C
(d) OPNAVINST 5050.24F
(e) OSD memo 04512-07 of 3 Apr 2007 (NOTAL)
(f) BUMEDINST 5050.7

Encl: (1) BUMED-Sponsored Conferences and Claimant Coordinators
(2) Sample Request and Justification for Conference
(3) Sample Request for Continuing Education Letter of Application

1. Purpose

a. To provide policy and guidance for authorized attendance by Navy Medical Department personnel at health-related CE and PUT activities, conferences, and professional meetings.

b. To provide policy and guidance for the use of alternative, cost effective, instructional systems as a primary source for continuing education credits and skills maintenance.

c. This instruction is renumbered from 4651.3A to 5050.6 to more accurately reflect the subject matter.

2. Cancellation. BUMEDINST 4651.3A.

3. Definitions

a. Continuing Education (Nonconference Travel). Planned learning experiences based on specific educational objectives designed to increase knowledge, develop and update skills, and maintain competence. CE includes professional seminars and short courses offered by military or civilian institutions or associations and are related specifically to military and professional duties.

b. Professional Update Training (Conference Travel). Attendance at periodic health-related meetings, conferences, and conventions of a scientific, technical, or

d. Per reference (c), echelon 3 commanders are specified as designees of the Secretary of the Navy to approve expenses of travel and attendance at meetings using the policy, regulations, and criteria in reference (d). The Request and Approval for Attendance at Meetings, OPNAV 5050/11, will be processed and retained at the local command and will not be forwarded to NAVMED MPT&E for approval processing. For TAD authorized and directed by NAVMED MPT&E or BUMED, the funding approval document will be considered as approval for the expenses of travel involved; a copy of the approval document will be filed with the locally processed OPNAV 5050/11.

7. Action

a. Medical Department Activities

(1) COs and officers in charge (OICs) shall administer CE and PUT following the policies and responsibilities cited in this instruction. Resources in local operating budgets that support this program shall be included in annual financial plans.

(2) Forward requests for CE and PUT to the CO following local command policies and procedures.

(3) COs and OICs shall, as appropriate, develop, use, and fund cost effective CE programs at the local level using the alternative instructional systems cited in paragraph 4c of this instruction. Additionally, the command shall ensure that the education and training departments are appropriately staffed, trained, and equipped to support command CE programs.

(4) For policy and guidance on sponsoring conferences, refer to reference (f). Enclosure (1) provides examples of previously sponsored BUMED conferences requiring approval. Enclosure (2) is a sample request and justification for a conference.

(5) Payment of Fees for Guest Speakers, Lecturers, and Panelists. Reference (e) authorizes payment of fees for guest speakers, lecturers, and panelists not to exceed \$2,000.00 per event. Fees for guest speakers, lecturers, and panelists in excess of \$2,000.00 shall have prior approval from the next higher echelon of command.

b. Nonmedical Department Activities. Requests for PUT or CE shall be prepared per enclosure (3) and forwarded via the CO to NAVMED MPT&E. Requests shall be received by NAVMED MPT&E C 6 weeks before the convening date of the meeting or conference. A copy of the course, meeting announcement, or brochure showing the course name, registration form, inclusive dates of the course, location, and fees shall accompany requests. Any advance payment of fees or related expenses from personal funds made before receipt of NAVMED MPT&E approval will be the responsibility of the individual, if the request is not approved. Enclosure (3) is a sample request for continuing education letter of application.