



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
7700 ARLINGTON BOULEVARD
FALLS CHURCH, VA 22042

Canc: Mar 2018
IN REPLY REFER TO
BUMEDNOTE 1520
BUMED-M00C2
9 Mar 2017

BUMED NOTICE 1520

From: Chief, Bureau of Medicine and Surgery

Subj: FISCAL YEAR 2018 DENTAL RESIDENCY TRAINING POSTDOCTORAL
EDUCATION AND TRAINING, AND ADVANCED CLINICAL PROGRAMS

Ref: (a) MANMED Chapter 6, Article 6-20
(b) ASD(HA) Policy Memo 10-012 of 30 Sep 2010
(c) OPNAVINST 7220.17
(d) DoD Instruction 6000.13 of 30 December 2015
(e) ASD(HA) Policy Memo of 6 Aug 2001
(f) Dental Corps Chief Policy Memo of 4 Feb 2003
(g) BUMEDINST 1520.41
(h) OPNAVINST 6110.1J
(i) Title 10 U.S.C. §632(c)(1)

Encl: (1) Fiscal Year 2018 Advanced Dental Education Availability Announcement
(2) Sample Request Letter for Advanced Dental Education
(3) Duty Under Instruction Fiscal Year 2018 Program Director and Specialty Leader
Contact Information
(4) Summary of Active Duty Obligation for Graduate Dental Education
(5) Application Checklist

1. Purpose. To announce the availability of dental residency training, postdoctoral education and training, and advanced clinical program (ACP) training beginning in Fiscal Year (FY) 2018 and the application deadline of 1 May 2017. To provide information concerning application procedures. References (a) through (i) provide additional information.

2. Cancellation. BUMEDNOTE 1520 of 4 Feb 2016.

3. Scope. This notice applies to all Navy dental personnel applying for FY 2018 dental residency training, postdoctoral education and training, and ACP.

4. Background. Chief, Bureau of Medicine and Surgery will convene a selection board to recommend Dental Corps (DC) officers for assignment to full-time residency training programs, postdoctoral education and training programs, and Advanced Clinical Programs in FY 2018. Full-time in-service (FTIS) residency training programs are conducted at the Naval Postgraduate Dental School, Bethesda, Maryland, various military hospitals, and other Federal institutions (OFI). Training for the exodontia ACP is conducted at the Captain James A. Lovell Federal Health Care Center, Great Lakes, Illinois. A limited number of full-time out-service (FTOS) residency and postdoctoral education and training programs are available in civilian universities and institutions.

5. Availability of Programs. Reference (a) describes Department of the Navy training programs for dental officers. The needs of the Navy determine the programs available for training and number of trainees projected for each program. Enclosure (1) lists the approved residency and postdoctoral educational programs beginning in FY 2018.

a. Residency Training Programs. In-service residency training programs train dental officers for the needs of Navy and Marine Corps beneficiaries. Out-service residency training programs supplement in-service residencies and/or provide training in specialty areas not available in military training programs. All residency training programs must meet the American Dental Association Commission on Dental Accreditation (ADA/CODA) certification requirements when applicable. Board certification is essential to specialty practice in Navy Dentistry. Dental officers selected for any residency program funded by the Navy, whether it is an in-service or out-service program, are expected to pursue board certification.

b. Fellowships. Fellowships may, based on the needs of the Navy, be approved for specified specialties. All fellowship training programs must meet the ADA/CODA certification requirements when applicable.

c. ACP in Exodontia. The 1-year exodontia ACP provides general dentists with advanced clinical skills in exodontia. A utilization assignment following completion of an ACP is required prior to further applications for residency training.

6. Eligibility for Application for Postgraduate Dental Education. Consideration of an officer's military record, clinical care background, assignments (particularly operational or overseas assignments), total years of active duty service, and sustained superior military performance are an integral part of the Duty Under Instruction (DUINS) board deliberations. Applicants for postgraduate dental training programs must be academically qualified and:

a. Cannot be in a "failed to select" promotion status for the grade of lieutenant commander (LCDR/O-4) or commander (CDR/O-5). If an officer is a CDR and has failed to select for captain (CAPT/O-6), the officer may apply for training.

b. Must be able to complete their incurred educational service obligation by age 62 or by the applicant's statutory retirement date.

c. Must meet all physical readiness requirements as per reference (h).

d. Must not be subject to or pending administrative separation, punishment under the Uniformed Code of Military Justice or a civilian criminal conviction, or involved in any type of action and/or activity considered to be misconduct.

e. Must be universally deployable, and willing and able to meet the needs of the Navy, even in the event of temporary separation from spouse, family and/or significant other(s). Upon completion of training, the Service member, if so assigned, must accept an operational billet,

including ship or Marines, or an overseas billet, if ordered to do so. If a Service member's family does not meet overseas screening requirements, the Service member may be given unaccompanied orders to meet mission requirements.

f. Must have approval for selection from DC Detailer if in receipt of permanent change of station orders at the time of application, have a projected rotation date later than the program's convening date, or would be required to break the minimum time on station requirement to meet the program's convening date.

g. Dental Officers who are in, or have completed residency, fellowship, or ACP training cannot apply to start a second residency until they have completed the training obligation for their current specialty designation. The only exception to this requirement is application for Oral and Maxillofacial Surgery fellowship and Maxillofacial Prosthetics fellowship. Additionally, to apply for a second residency, candidates must request a written release from their current specialty leader. Specialty leaders will consider projected manning levels to decide if release is authorized. The recommendation of the specialty leader will be forwarded via the Dental Officer Professional Education Council to the Corps Chief for final approval or denial of application for second residency.

7. Application

a. Applications for graduate dental education must include the following:

(1) Letter of Request. *[Applicant submits]* Applicant must write a Letter of Request using enclosure (2) as a template.

(2) Statement of Motivation. *[Applicant submits]* Applicant must write a one page statement explaining the reasons he/she is requesting training and expound on what makes the applicant a qualified candidate. The statement must not be on letterhead stationery and must be in Times New Roman, 12 pitch, single spaced or double spaced with 1" side and top/bottom margins. The statement must not exceed one page in length and include a signature line, with signature, in the following format:

Active Duty:

(Rank) (First Name) (Middle Initial) (Last Name), DC, USN

Health Professions Scholarship Program (HPSP) and 1925i Program:

ENS (First Name) (Middle Initial) (Last Name), DC, USNR

Health Scholarship Collegiate Program (HSCP):

(Rank) (First Name) (Middle Initial) (Last Name), USN

(3) Commanding Officer's/Dean's Letter of Endorsement. *[Applicant submits]* Applicant must submit their "Letter of Request" and "Letter of Motivation" to the commanding

officer (CO)/dean requesting a Letter of Endorsement. The endorsement must be written on command or dean's letterhead and may be written as a simple endorsement or a full length letter of endorsement, per the discretion of the author. This letter does not count as one of the candidate's three Letters of Evaluation.

(4) Advanced Dental Education Application Brief Sheet. [*Applicant submits*] Complete and submit NAVMED 1520/16, Dental Education Application Brief Sheet by using the link at paragraph 18. If you cannot download the NAVMED 1520/16 or the NAVMED 1520/16 is not fillable, contact the Graduate Dental Programs (GDP) office immediately. Do not do an internet search for the NAVMED 1520/16. Outdated NAVMED 1520/16s are available on the internet; however, will not be accepted with the application package.

(5) Official Dental School and Graduate School Transcripts. [*School must submit*] Request an official transcript for dental school and other significant graduate education be sent directly to the GDP office using the address below. Undergraduate college transcripts are not requested and will not be accepted.

Head, Graduate Dental Programs
NAVMED Professional Development Center
Building 1, 16th Deck, Room 16125
8955 Wood Road
Bethesda, MD 20889-5628

(6) National Board Dental Examination (NBDE) Part I and II scores. [*Testing Agency must submit*] These are required ONLY from dental students. Some dental students may not have taken Part II, but must still submit Part I scores, and then resubmit the scores once they complete Part II. Official NBDE scores are to be sent directly to the GDP Office using the address in 7a(5) above.

(7) Dental License. [*Applicant Submits*] Active duty applicants must possess and submit a copy of their current active unrestricted state dental license. The copy must be of the current active licensure that shows the expiration date. Military active, military exempt, or other restricted State dental licenses will not be accepted.

(8) Class Rank and Grade Point Average (GPA). [*School must submit*] If the dental school transcript does not provide a class rank, the applicant must request a letter from the dental school dean's office providing class rank or equivalent, and include GPA if applicable. If the dental school does not rank students, the dean's letter must state so and provide GPA. If the dental school does not rank students or provide GPA, the dean's letter must state so. This information may be included in the Dean's Letter of Endorsement for dental student applicants or provided in a separate letter. This office will not accept e-mails or letters directly from the applicant reporting class rank or GPA.

(9) Graduate Record Examination (GRE), Revised General Test. [*Testing Agency must submit*]

(a) The GRE is not required, but is highly recommended only for applicants with no dental school class rank or GPA. GRE results will not be accepted by the GDP office if a candidate has a dental school class rank or GPA. Candidates taking the GRE are to take the Revised General Test. Go to the Educational Testing Service (ETS) GRE section at the ETS Web site: <http://www.ets.org/gre>. Use code 0790 to send scores directly to "Navy Graduate Dental Programs."

(b) Note that the specialty leader (SL) may recommend that candidates take the GRE. This is to be sent to the SL and not to the GDP office, unless indicated by 7a(9)(a) above.

(c) The Defense Activity for Non-Traditional Education Support (DANTES) may reimburse eligible active duty Service members for one administration of the GRE Revised General Test. This includes active duty personnel and HSCP scholarship students. It does not include HPSP students. Go to the DANTES Web site to determine eligibility and for guidance on how to request reimbursement:

<http://www.dantes.doded.mil/examinations/college-admissions/gre.html#sthash.M9uiOd1M.dpbs>

(10) National Board of Medical Examiners Comprehensive Basic Science Examination (CBSE): [*Testing Agency must send results to Oral Maxillofacial Surgery (OMS) specialty leader*] This is for OMS applicants only. Per recommendation of the OMS specialty leader, it is strongly recommended, *but not required*, that OMS residency applicants take the CBSE. Exam results are to be sent only to the OMS specialty leader. The GDE Office will not accept CBSE results, nor include them in the application folder. The OMS specialty leader's contact information can be found in enclosure (3).

(11) Letters of Evaluation. [*Evaluators must submit*] A maximum of 3 may be submitted by evaluators using NAVMED 1520/17, Evaluation of Advanced Dental Education. It is recommended that at least one evaluation be written by a dentist in the specialty area requested for training. It is strongly suggested that three evaluations be obtained to strengthen the application. If the narrative does not fit into the box provided, the writer needs to put "See Attached Letter" in the narrative box and include a separate sheet with the narrative. The additional page or pages need to include the candidate's name and the writer's name. The evaluation must be signed by the writer in the appropriate block on the NAVMED 1520/17. Letters of Evaluation are a sealed part of the board and are not available for viewing by the applicant, nor will they be released to the applicant. Evaluators must send completed NAVMED 1520/17 directly to the GDP office using the office e-mail or by ground post. Evaluators can download the NAVMED 1520/17 from the following Web site: https://navalforms.documentservices.dla.mil/formsDir/NAVMED_1520_17_2133.pdf. In the event that you cannot download the NAVMED 1520/17, or the form is not fillable, contact the GDP Office immediately. Do not do an internet search for the form. Outdated NAVMED 1520/17s may be available on the internet; however will not be accepted.

(12) Certified true copy (front and back) of fitness reports covering the last 5 years as a Dental Officer. [*Applicant submits*] If the candidate does not have fitness reports covering 5 years, submit a copy of all fitness reports on file. Prior enlisted evaluations and non-dental officer fitness reports (FITREP) from prior service are not requested and will not be included in the application package. Official copies of FITREPs can be downloaded from Bureau of Naval Personnel Online, but if a recent copy has not been posted to the site, the candidate can request a copy from the submitting command. It must be stamped as an official copy and be signed by the authorizing administrator. Do not submit more than 5 years of FITREPs. Any additional reports will be removed from the application. Remove or black out all social security numbers from the FITREPs before sending them to the GDP office. Please include FITREP correction letters and FITREP letters of extension. There should be no gaps in the FITREP dates.

b. Curriculum Vitae (CV). CVs will not be accepted nor included in the application package. Candidates must use the Statement of Motivation to expound on items they consider important for the selection board to consider.

c. Interview. Applicants must complete an interview as part of the application process. Enclosure (3) lists the program director (PD) or SL for the specialty training opportunities announced in enclosure (1). Arrange for an interview by contacting the PD or SL directly. Interviews do not have to be in person, but must be scheduled prior to the application deadline.

d. Electronic submission of application materials is permitted. Comply with the Application Checklist at enclosure (5) or paragraph 7a(1) through (12) for submitting application materials. All electronic submissions must be submitted using the following e-mail address:
usn.bethesda.navmedprodevctrmd.list.nmpdc-dental-corps-gp@mail.mil.

e. Applications can also be mailed to the address below. Please note that it may take up to 3 weeks or more for items to reach this office via United States Postal Service (USPS). It is highly recommended that you utilize an express mail service of your choice with letter/package tracking and a delivery receipt. Use the following address:

Head, Graduate Dental Programs
NAVMED Professional Development Center
Building 1, 16th Deck, Room 16125
8955 Wood Road
Bethesda, MD 20889-5628

8. Active Duty Obligation (ADO). ADO incurred and payback for graduate dental education is outlined in enclosure (4). If you have any questions in this regard, contact the GDP Office.

9. Dental Special Pays. Dental special pays for officers in residency programs comply with references (b) and (c). In general, if you are eligible for either the General Dentist Retention Bonus or the Dental Officer Multiyear Retention Bonus, you may be eligible to receive these

during residency. There may be ramifications for other special pays as well. If you have any questions in this regard, contact the Dental Corps Career Planner at (703) 681-8919 or DSN 761-8919.

10. Application Deadline. Applications must be received no later than 1 May 2017 or if sent via mail, must be postmarked no later than 1 May 2017. Early submission is highly encouraged. It is the applicant's responsibility to verify receipt of all parts of the application by the GDP Office by the deadline. New applications postmarked later than 1 May 2017 will not be accepted without an endorsement from the SL. It is the applicant's responsibility to contact the SL directly and request a written endorsement. Applicants can use enclosure (5) to track submission of application components.

11. Notification. The FY 2018 DUINS Selection Board will meet in June 2017. Applicants will be notified of the board selection results by e-mail. Selects must respond within 2 weeks to confirm or decline their acceptance; otherwise the selectee risks relinquishing his/her appointment to an alternate selectee. Results will also be published in the Weekly Dental Update once all applicants have been notified.

12. NBDE Pass Requirement. Dental students who are selected for DUINS must pass both Part I and Part II of the NBDE to start residency. Failure to pass both parts 6 months prior to the start of residency will render the select to be ineligible to start residency training. This will result in the student being detailed to another assignment to allow sufficient time for alternate-select to be detailed into the vacant spot. Additionally, the student will not be granted a "pre-select" status for the following fiscal year DUINS cycle, and must reapply for future training opportunities.

13. FTOS Failure to Match. Applicants who are selected for FTOS programs by the DUINS board, but are unsuccessful in gaining admission to a civilian program, are placed in a "pre-select" status for the next fiscal year DUINS board and are automatically enrolled in the corresponding FTIS or Tri-Service program for that fiscal year, if one exists. These selectees do not have to reapply for training. Applicants selected for FTOS programs in disciplines that do not have corresponding FTIS programs are not granted a "pre-select" status and must reapply for future training opportunities.

14. Conduct During Residency. Dental officers in training programs are expected to maintain the highest standards of naval service. Misconduct, failure to remain within fitness standards, and/or poor academic performance is/are grounds for disenrollment from a program. Protocols for addressing these issues are outlined in reference (g). In the event that a resident resigns, or is removed from residency before completing that residency, obligated service is still incurred for any time that was spent in training per reference (d).

15. Failure to Select for Next Rank Prior To or During Residency. Dental officers selected for DUINS who become "fail to select" for promotion will be allowed to matriculate into their selected training program, and if already matriculated, will be allowed to complete their residency provided they are meeting the program requirements. Officers in the rank of lieutenant (O-3) or

LCDR (O-4) who are in a fail to select status for a second or greater time will be retained on active duty per guidance in Section 632(c)(1) of reference (i) until their obligated service for training is fulfilled.

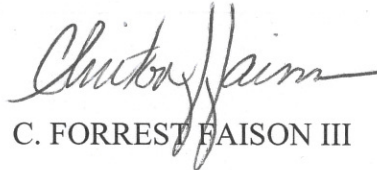
16. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per SECNAV M-5210.1 of January 2012.

17. Information Control Management. The reports required in paragraph 7a(12) and 7d(1) are exempt from reports control per SECNAV M-5214.1 of December 2005, part IV, paragraph 7j.

18. Forms. The following NAVMED forms are available at Naval Forms Web site <https://navalforms.documentservices.dla.mil/>.

- a. NAVMED 1520/16 Dental Education Application Brief Sheet.
- b. NAVMED 1520/17 Evaluation for Advanced Dental Education.

19. Points of Contact. For questions concerning the application process, please contact the Graduate Dental Programs Office, Navy Medicine Professional Development Center, at e-mail: usn.bethesda.navmedprodevctrmd.list.nmpdc-dental-corps-gp@mail.mil. You can also call the office to speak with the Head, GDP, LCDR Phillip Timmons, DC, USN commercial (301) 319-4509, DSN 285-4509.



C. FORREST FAISON III

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Navy Medicine Web site: <http://www.med.navy.mil/directives/Pages/BUMEDInstructions.aspx>

FISCAL YEAR 2018 ADVANCED DENTAL EDUCATION
AVAILABILITY ANNOUNCEMENT

Combined Prosthodontics and Maxillofacial Prosthetics⁵
Comprehensive Dentistry¹
Dental Public Health¹
Dental Research²
Endodontics¹
Exodontia Advanced Clinical Program (ACP)³
Maxillofacial Prosthetics⁷
Operative and Preventive Dentistry⁴
Oral and Maxillofacial Radiology⁴
Oral and Maxillofacial Surgery^{5*}
Orofacial Pain^{4 or 6}
Orthodontics¹
Pediatric Dentistry¹
Periodontics⁴
Prosthodontics⁴

- | | |
|---|--|
| 1 | 2-year residency |
| 2 | 2-year master's degree or four to 5-year PhD |
| 3 | 1-year advanced clinical program |
| 4 | 3-year residency |
| 5 | 4-year residency |
| 6 | 2-year fellowship |
| 7 | 1-year fellowship |

*Application for Match to a 6-year program is not authorized.

BUMEDNOTE 1520
9 Mar 2017

SAMPLE REQUEST LETTER FOR ADVANCED DENTAL EDUCATION
(Not on Letterhead/Delete title line above and this line)

Date

From: (Rank, Name, Service, Corps of applicant),
To: Commanding Officer, Navy Medicine Professional Development Center, Graduate
Dental Programs, CODE 1WPGDC, 8955 Wood Road, Bethesda, MD 20889-5628
Via: Commanding Officer, (Name of Command) or Dean, (Name of Dental School)

Subj: FISCAL YEAR 2018 NAVY DENTAL CORPS ADVANCED DENTAL EDUCATION

Ref: (a) BUMEDNOTE 1520 of 9 Mar 2017
(b) DoD Instruction 6000.13 of 30 December 2015

Encl: (1) Statement of Motivation

1. Per references (a) and (b), I request to be considered for assignment to residency training in (discipline), commencing in fiscal year 2018. I request to be considered for (insert specific program or programs you are applying): Only full-time in-service (FTIS) training at a Navy residency or advanced clinical program, OFI, or tri-service dental facility; Only full-time out-service (FTOS) training at a civilian institution; considered equally for FTIS and FTOS; Primarily FTIS, but will accept FTOS; Primarily FTOS but will accept FTIS.

2. Enclosure (1) is provided for consideration. Other application requirements have been submitted or requested as required. I have arranged for an interview with the appropriate program director/specialty leader as directed. The results of my interview will be forwarded directly to the Graduate Dental Programs office by the interviewer.

3. If this request for residency training is approved, and I am assigned to such training, I agree not to resign during the residency and to serve in the Navy for my service obligation plus any previously unfulfilled service obligation after completion of the residency course. I understand my service obligation for the requested primary residency to be __ years service obligation per enclosure (4) of reference (a). This will be served in conjunction with any unfulfilled service obligation existing prior to the start of the residency program. I understand that this period of obligation service is in addition to that for which I may be previously and otherwise obligated and it may or may not be performed concurrently (reference (b)).

Enclosure (2)

Subj: FISCAL YEAR 2017 NAVY DENTAL CORSP ADVANCED DENTAL EDUCATION

PRIVACY ACT STATEMENT
Data Required by the Privacy Act of 1974

AUTHORITY: 10 U.S.C. §2005 and 10 U.S.C. §2013

PRINCIPAL PURPOSE: To evaluate applicant's qualifications for selection to participate in Naval Postgraduate Dental Education.

ROUTINE USES: To assist officials and employees of the Department of the Navy in determining your eligibility for and approving or disapproving the education program being requested by the Department of Defense or Navy.

DISCLOSURE: Disclosure is voluntary; however, failure to provide requested information may result in non-selection.

4. I understand the Privacy Act of 1974 (P.L. 93-579) became effected on 27 September 1975 and is applicable to personal data records maintained on U.S. citizens and foreign nationals admitted for permanent residence. My signature acknowledges that I am familiar with the statements contained herein and authorize use of information provided for the purposes listed in the Privacy Act Statement notification in reference (a).

Signature
Printed Name

DUTY UNDER INSTRUCTION FISCAL YEAR 2018 PROGRAM
DIRECTOR AND SPECIALTY LEADER CONTACT INFORMATION

Comprehensive Dentistry

CDR Michael Rudmann, DC, USN
Specialty Leader
U.S. Naval Hospital
Naples, Italy
39-081-811-6010; DSN 314-629-6010
Michael.E.Rudmann.mil@mail.mil

Dental Research

CAPT Jonathan Stahl, DC, USN
Specialty Leader
Naval Medical Research Unit
San Antonio, TX
(210) 539-7866 DSN 389-7866
Jonathan.M.Stahl.mil@mail.mil

Dental Public Health

CAPT Steven Matis, DC, USN
Specialty Leader
Tri-Service Center for Oral Health Studies
San Antonio, TX
(210) 818-4489; DSN 471-4489
Steven.A.Matis.mil@mail.mil

Endodontics

CAPT Terry Webb, DC, USN
Specialty Leader and Program Director
Naval Postgraduate Dental School
Bethesda, MD
(301) 295-1831; DSN 295-1831
Terry.D.Webb.mil@mail.mil

Maxillofacial Prosthetics

LCDR Laleh Abdolazadeh, DC, USN
Specialty Leader
Naval Postgraduate Dental School
Bethesda, MD
(301) 295-4361; DSN 295-4361
Laleh.Abdolazadeh.mil@mail.mil

Operative and Preventive Dentistry

CAPT Scott Kooistra, DC, USN
Specialty Leader
Naval Postgraduate Dental School
Bethesda, MD
(301) 319-4687; DSN 285-4687
Scott.Kooistra2.mil@mail.mil

Oral and Maxillofacial Radiology

CDR Martin Evers, DC, USN
Specialty Leader
1st Dental Battalion/NDC Camp Pendleton
Camp Pendleton, CA
(760) 725-5879
Martin.E.Evers.mil@mail.mil

**Oral and Maxillofacial Surgery and
ACP Exodontia**

CDR Nima Khorassani, DC, USN
Specialty Leader
Naval Medical Center Portsmouth
Portsmouth, VA
(757) 953-2760; DSN: 377-2760
nima.a.khorassani.mil@mail.mil

Orofacial Pain

CAPT Steve Hargitai, DC, USN
Specialty Leader
Naval Postgraduate Dental School
Bethesda, MD
(301) 295-1495; DSN 295-1495
Istvan.A.Hargitai.mil@mail.mil

Orthodontics

CDR Rebecca O. Lee, DC, USN
Specialty Leader
Bureau of Medicine and Surgery
Falls Church, VA
(703) 681-8908; DSN: 761-8908
Rebecca.O.Lee.mil@mail.mil

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Pediatric Dentistry

CAPT Willie Chao, DC, USN
Specialty Leader
3rd Dental Battalion/Naval Dental Center
Okinawa, Japan
011-81-6117-45-1083
DSN 315-645-1083
Willie.S.Chao.mil@mail.mil

Prosthodontics

CDR Chris Hamlin, DC, USN
Specialty Leader
Naval Postgraduate Dental School
Bethesda, MD
(301) 319-8523; DSN 369-8523
Christopher.M.Hamlin.mil@mail.mil

Periodontics

CAPT Ivan Roman, DC, USN
Specialty Leader
Naval Postgraduate Dental School
Bethesda, MD
(301) (301) 295-0189; DSN 295-0189
Ivan.Roman2.mil@mail.mil

SUMMARY OF ACTIVE DUTY OBLIGATION
FOR GRADUATE DENTAL EDUCATION

1. In a 2 year or longer Graduate Dental Education (GDE) training program. A member will incur an ADO of a half-year for each half-year of training, or portion thereof, but the minimum ADO at the completion, termination, or withdrawal of the GDE period will not be less than 2 years.
2. In an Advanced Clinical Program (ACP). A member training in a 1 year ACP incurs a 2-year ADO.
3. Fellowship Training in a Military or Civilian Facility. The minimum ADO for training is 2 years. Payback is consecutive with prior GDE (residency) ADO.
4. Additional Obligation for GDE in Endodontics and Orthodontics. Endodontic and orthodontic residents incur a minimum of 3 years ADO even if the program is only 2 years in length.
5. In a Masters or Doctoral Degree Program. Programs leading to a master's degree (which require additional training and/or funding) or a doctoral degree incur an ADO of 3 years for the first year, and then an ADO of one half-year for each half-year, or portion thereof for training beyond the first year. If the master's or doctoral degree is incidental to the completion of an established residency or fellowship, there is no additional incurred ADO for that degree. Obligations for a Retention Bonus (RB) may be served concurrently with any other service obligation, to include IP, Board Certified Pay (BCP), promotion, non-clinical doctorate degree, non-clinical master's degree, and non-dental military school, provided a prior residency has been completed by the individual. For individuals who have not completed a prior residency, and are participating in a masters or doctoral degree program, obligations for a RB will be served consecutively with any other service obligation.
6. In a Military Facility (Full-time in-service (FTIS)/ OFI).
The ADO for GDE may be served concurrently with obligations incurred for Department of Defense (DoD)-sponsored pre-professional (undergraduate) or dental school education. No active duty obligation for GDE can be served concurrently with ADO for a second period of GDE, i.e., obligation for fellowship or 2nd Navy-sponsored residency cannot be served concurrently with an obligation incurred for initial residency training.
7. In a Civilian Facility on Active Duty (Full-Time out-service (FTOS)). A member subsidized by the DoD during training in a civilian facility must incur ADO of half-year for each half-year or portion thereof, but the minimum ADO at the completion, termination, or withdrawal of the GDE period will not be less than 2 years. ADOs for FTOS training are added to obligation existing at the time training begins.

8. In a Civilian Facility in a Deferred Status (Navy Active Duty Delay for Specialists (NADDS)). A member deferred for specialty training incurs no additional obligation as long as a 2 year obligation exists at the time the training begins. Members with less than 2 years of active duty obligation will incur a 2-year minimum term of service.

9. No portion of an ADO may be satisfied as follows:

- a. By prior military service.
- b. During any period of long-term health or health-related education or training.
- c. Concurrently with any other ADO* or with an obligation incurred for DoD-subsidized pre-professional (undergraduate) education or training, or prior long-term health or health-related education or training, unless otherwise specified in the reference.

* This includes Accession Bonus ADO.

Note: If you are not clear on any of the above or how existing pay, education, or other obligations could be affected by residency training and the ADO incurred, contact the Head, Graduate Dental Programs at the following email with your questions:

usn.bethesda.navmedprodevctrmd.list.nmpdc-dental-corps-gp@mail.mil

APPLICATION CHECKLIST
Application Deadline is Monday, 1 May 2017

	Item	Submission Requirements	Notes	✓ when requested or submitted
1	Letter of Request with Commanding Officer's/ Dean's Endorsement Letter	Applicant submits		
2	Advanced Dental Education Application Brief Sheet NAVMED 1520/16	Applicant submits		
3	Statement of Motivation	Applicant submits		
4	Official Dental or Graduate School Transcripts	School must submit		
5	NBDE Results (Dental Students Only)	Testing Agency must submit		
6	Current Active Unrestricted State Dental License (Active Duty Applicants Only)	Applicant submits		
7	Class Ranking Letter and GPA	School must submit		
8	GRE Scores (Only if no Dental School Rank or GPA)	Optional; Testing Agency submits		
9	Letters of Evaluation (Maximum of 3) NAVMED 1520/17	Evaluators must submit		
10	FITREP as a Dental Officer (Covering last 5 years; certified true copies)	Applicant submits		
11	Interview	Program Director or Specialty Leader must submit		

- #11 - Digitally signed and e-mailed Letters of Evaluation are acceptable.
- Redact SSN from documents

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9 Mar 2017

- All electronic submissions must be submitted in compliance with the checklist using the following e-mail address:
usn.bethesda.navmedprodevctrmd.list.nmpdc-dental-corps-gp@mail.mil.
- Applications can also be mailed to the address below. Please note that it may take up to 3 weeks or more for items to reach this office via USPS. It is highly recommended that you utilize an express mail service of your choice with letter/package tracking and a delivery receipt. Use the following address:

Head, Graduate Dental Programs
NAVMED Professional Development Center
Building 1, 16th Deck, Room 16125
8955 Wood Road
Bethesda, MD 20889-5628