



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

IN REPLY REFER TO
BUMEDINST 1520.27J CH-1
BUMED-M00C3
3 Apr 2017

BUMED INSTRUCTION 1520.27J CHANGE TRANSMITTAL 1

From: Chief, Bureau of Medicine and Surgery

Subj: NURSE CORPS OFFICERS – FULL-TIME DUTY UNDER INSTRUCTION

Encl: (1) Revised page 2

1. Purpose. To transmit new page 2, which revises eligibility criteria for officers applying to duty under instruction.
2. Scope. This instruction applies to all Navy and Marine Corps activities, ashore and afloat, and to all ships and stations having Navy Medicine personnel.
3. Action. Remove page 2 of the basic instruction and replace with enclosure (1) of this change transmittal. Modifications were made in paragraph 5e of the basic instruction as reflected in enclosure (1).
4. Records Management. Records created as a result of this change transmittal, regardless of media and format, shall be managed per SECNAV Manual 5210.1 of January 2012.


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 at: <http://www.med.navy.mil/directives/Pages/BUMEDInstructions.aspx>



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4 OCT 2016

BUMED INSTRUCTION 1520.27J

From: Chief, Bureau of Medicine and Surgery

Subj: NURSE CORPS OFFICERS - FULL-TIME DUTY UNDER INSTRUCTION

Ref: (a) MILPERSMAN 1301-900
(b) MILPERSMAN 1300-908
(c) DoD Instruction 1322.10 of 29 April 2008
(d) DoD Instruction 6000.13 of 30 December 2015
(e) OPNAVINST 6110.1J
(f) OPNAVINST 1520.23B
(g) MANMED Chapter 8

Encl: (1) Acronyms
(2) Sample Application Letter
(3) Privacy Act Statement – Duty Under Instruction

1. Purpose. To provide application and administration guidance for the full-time Duty Under Instruction (DUINS) Program for active duty Navy Nurse Corps officers per references (a) through (g). This instruction is a complete revision and should be read in its entirety.

2. Cancellation. BUMEDINST 1520.27H.

3. Scope. This instruction applies to all Navy and Marine Corps activities, ashore and afloat, and to all ships and stations having Navy Medicine personnel.

4. Background. The objective of the Nurse Corps DUINS program is to provide officers an opportunity to fill existing positions requiring a master's or doctoral degree. Nurse Corps officers who participate in full-time DUINS receive full pay and allowances of their grade. Navy Medicine pays tuition. References (a) through (c) guide all permanent change of station (PCS) transfers related to this assignment. Where there are conflicts, reference (c) takes precedence. A list of acronyms is contained in enclosure (1).

5. Eligibility Requirements

- a. Must complete 2 years of active Service prior to the DUINS Board convening.
- b. Must meet all physical, medical, and administrative readiness requirements to be worldwide assignable.
- c. Must be in a regular or selected promotion status.

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

e. For officers on continental United States (CONUS) orders, school convening date must be within 4 months of members projected rotation date (PRD). For officers on orders outside of the continental United States (OCONUS) or operational orders, school convening date must be within 2 months of members PRD. Any modification to PRD requires chain of command and detailee approval. The new modified detaching date must remain within the same fiscal year of the original orders.

f. Must not be in receipt of PCS orders at the time of application.

g. Officers previously awarded a master's or doctoral degree through DUINS will not be eligible to apply for DUINS with the exception of the following programs:

(1) Nursing Research Doctor of Philosophy (PhD).

(2) Certified Registered Nurse Anesthetist (CRNA) PhD.

(3) Army-Baylor 1 year Master's of Health Administration Program.

h. Must be applying for master's or doctoral study. Officers who have earned a master's or doctoral degree outside the DUINS Program are eligible to apply for another master or doctoral degree with the following exception: Officers practicing in billeted CRNA or nurse practitioner (NP) roles will not be eligible to return to DUINS for a Doctor of Nursing Practice (DNP) unless required by State licensure authority.

i. Must have completed all incurred obligated service time by the time the program convenes with the following exceptions:

(1) Health Professions Loan Repayment Program obligated service time can be served consecutively with obligated service time incurred from DUINS.

(2) Navy-sponsored tuition assistance obligated service time can be served concurrently with obligated service time incurred from DUINS.

(3) Outstanding service obligations from Navy Reserve Officer Training Corps (NROTC), Seaman to Admiral-21 Program, Medical Enlisted Commissioning Program, Montgomery GI Bill transfer, and Nurse Candidate Program time will be served consecutively with obligated service time incurred from DUINS.

6. Program-Specific Eligibility Requirements

a. Clinical Nurse Specialist Program applicants must have a minimum of 3 years clinical nursing experience with at least 1 year (2 years preferred) experience in an inpatient or acute care setting or certification relevant to the specialty of the program to which they are applying.

b. CRNA applicants must meet all Uniformed Services University of the Health Sciences (USUHS) admission criteria for the program.

c. Doctoral program applicants must have less than 15 years of commissioned service. A waiver will be considered for applicants with less than 17 years commissioned service who have completed transferrable credit toward the doctoral program for which applying.

d. Joint Commission Fellowship applicants must have a minimum of 3 years clinical nursing experience, hold a master's degree in a health care related field, and have attained the rank of lieutenant commander. Officers who have already attended DUINS previously may apply.

e. Non-nursing degree program applicants must have a minimum of 3 years clinical nursing experience with at least 1 year (2 years preferred) management experience in a clinical setting.

7. Academic and Curriculum Requirements

a. Applicants may select programs leading to the requested subspecialty code from civilian colleges and universities schools of nursing, the Naval Postgraduate School, the Army-Baylor Healthcare Administration Program, or USUHS. Education and Training Management Specialist (ETMS) must be approved by the Chief, Naval Education and Training Command.

b. Opportunity for post-master's certificate training may be available based on unanticipated education and training requirements within Navy Medicine. When such opportunities are identified, selectees are sent to "just in time" training to meet the specific billet or additional qualification designation requirements or projected non-subspecialty needs. Members selected for and obtaining post-master's certificate will complete a predetermined follow-on tour in the post-master's certificate specialty.

c. Applications for non-nursing master's degree will not be accepted unless deemed essential to the Nurse Corps and listed in the annual list of Nurse Corps subspecialty needs originating at Bureau of Medicine and Surgery Nurse Corps (BUMED-M00C3). The annual list is available on the Nurse Corps Milsuite Web site.

d. Curriculum length is a consideration in the selection process. Generally, the maximum time a Nurse Corps officer will be assigned DUINS for a specific program is:

(1) DNP CRNA	36 months
(2) Master of Science in Nursing	18 – 24 months
(3) Degrees from Naval Postgraduate School, Army-Baylor or ETMS	as Prescribed
(4) Post-Master’s Certification	12 – 24 months
(5) Bachelor of Science in Nursing – DNP	30 – 36 months
(6) Master of Science in Nursing – DNP	12 – 24 months
(7) Nursing Research PhD	48 months
(8) Other training opportunities	12 – 24 months

8. Approved Schools

a. Must be accredited by a nationally recognized accreditation agency.

b. Must have availability of degree required courses throughout the calendar year and have a curriculum that will allow the student to satisfy degree needs at minimal study lengths (allows the DUINS student to take proficiency exams and to complete more than minimal full-time student semester hours requirements) when possible.

c. Proximity to current duty station will be considered.

d. Proximity to NROTC unit or a military facility that can provide administrative support to DUINS students will be considered.

e. Students selected for attendance to Full-Time Out-Service DUINS are required to attend civilian institutions offering a residency program. Programs that are 100 percent online are not permitted as a full-time DUINS program. Partial online and on campus programs are authorized, but require approval by Specialty Leader and Head of Nurse Corps Graduate Programs.

f. Blended degree programs for Full-Time Out-Service Programs are authorized if approved by Specialty Leader and Head of Nurse Corps Graduate Programs. However, the program of study must be completed in the time allotted for which the individual was selected. Officers will be utilized for the primary role for which they were selected according to the annual training plan.

9. Application Process

a. Seek guidance regarding the DUINS process and career implications from your chain of command; the Director, Nursing Service (DNS)/Senior Nurse Executive (SNE); Specialty Leader; Nurse Corps assignment officers; Head, Nurse Corps Programs, Navy Medicine Professional Development Center (NMPDC), and colleagues who have completed a DUINS program.

b. Consult <https://www.milsuite.mil/book/groups/navy-nurse-corps> for the annual training plan and any updates to the guidelines.

c. Based on the educational opportunities presented in the annual training plan and in alignment with your professional experience, career goals and eligibility, select a primary specialty for which to apply. If opportunity, experience, career goals, and eligibility can be met in another specialty, select an alternate specialty for which to apply.

d. Apply to at least two universities with programs for each specialty selected. USUHS is the only option for the following specialties:

- (1) CRNA
- (2) Nursing Research – PhD
- (3) CRNA PhD
- (4) Psychiatric/Mental Health NP
- (5) Family NP
- (6) Perioperative Clinical Nurse Specialist

e. Prepare application for full-time DUINS per enclosure (2). Enclosure (3), NAVMED 1520/31, Privacy Act Statement, must be completed. The application should contain the following:

(1) Letters of acceptance or other documentation from schools to which applied. Letters of acceptance are not required at the time of the DUINS Board.

(2) Proposed curriculum plan including a semester or quarter schedule showing course title and credit hours for each course for the primary and alternate specialty program for which applying. The schedule must meet full-time student requirements. The curriculum plan should be typed and not be reproductions from Web sites or college course catalogs (school academic advisors can assist with this).

(3) Letters of recommendation (maximum of three) from active duty senior officers who can address current performance and potential for success in graduate or doctoral study in the specialty for which applying. NP Program applications should include at least one letter of recommendation from a Navy NP working in their requested specialty. Nurse Research applicants (PhD) applicants should include at least one letter of recommendation from a peer, senior, or academic advisor who holds a PhD who can address potential for success in doctoral study.

(4) Letter of recommendation from the Nurse Corps Specialty Leader(s) of the specialty for which applying to be forwarded directly to Head, Nurse Corps Programs, NMPDC by 1 October.

(5) A written statement (not to exceed 250 words) of rationale articulating why advanced education in this specialty is desired and how it will benefit the mission of the Nurse Corps, Navy Medicine, and the Navy.

(6) Graduate record exam (GRE) general test if required by the school or program to which applying. Prior GRE scores must not be older than 5 years at the time of the selection board. GRE fees are paid by the applicant and not reimbursable. GRE testing centers may send results directly to NMPDC (Source Code #5480) and must reach NMPDC by 1 October. If the Miller Analogy Test is required by the school of nursing for admission, it may be substituted for the GRE in the application.

(7) Take courses to strengthen academic background at the baccalaureate, master, or doctoral level especially if undergraduate academic record is weak or no formal college courses have been completed in over 5 years.

(8) Review personal officer summary report and performance summary record for completeness and accuracy and update as required. Your official photograph should be in your present rank.

(9) Obtain current copy of Physical Readiness Information Management System (PRIMS) semi-annual physical fitness assessment (PFA) report, the last 4 years for inclusion in your application.

(10) Forward a complete electronic copy of the application for review and second endorsement by the Specialty Leader of the specialty for which applying. The second endorsement will be included in the application to be reviewed by the DUINS Board.

10. Additional professional and academic requirements for CRNA Program applicants

a. Take courses to strengthen math and science grades, particularly chemistry and pathophysiology.

- b. Critical care experience – Critical care experience must be obtained in a critical care area within the United States, its territories, or a U.S. military hospital outside of the continental United States. During this experience, the registered professional nurse is to have developed critical decision-making and psychomotor skills, competency in patient assessment, and the ability to use and interpret advanced monitoring techniques. A critical care area is defined as one where, on a routine basis, the registered professional nurse manages one or more of the following: invasive hemodynamic monitors (such as pulmonary artery catheter, central venous pressure, arterial); cardiac assist devices; mechanical ventilation; and vasoactive drips. The critical care areas include intensive care units. Those who have experience in other areas may be considered provided they can demonstrate competence with invasive monitoring, ventilators, and critical care pharmacology.
- c. Minimum grade point average (GPA) of 3.0 for Bachelor of Science in Nursing courses taken and a minimum overall GPA of 3.0 for all college courses completed.
- d. Completion of a statistics course.
- e. Completion of a college-level biochemistry course in addition to the undergraduate introductory chemistry course. The biochemistry course must be retaken if the completion grade is less than a B, if it is older than 5 years, or if it is less than three credits.
- f. GRE (less than 5 years old).
- g. Letter of recommendation from a Navy CRNA in addition to Specialty Leader.
- h. Pre-application contact with CRNA Specialty Leader to discuss admission criteria, time commitments of school, Specialty Leader endorsement, and operational commitments after graduation.
- i. Meet all admission requirements for USUHS at the time of the board convening.

11. Selection Process

- a. Applicants will be selected based on the quality of the application package, command endorsements, academic capability, professional performance, promotion potential, physical readiness, and individual ability to be assigned to a subspecialty-coded billet for at least one utilization tour following DUINS.
- b. Officers selected will be notified of their selection and the specialty for which selected by their chain of command following the release of the selection list.
- c. Officers selected who then desire to decline may do so in writing to NMPDC (Head, Nurse Corps Programs) within 30 days of receiving official notification to allow timely notification of a selected alternate.

12. Responsibilities

a. Per reference (e), Commander, Navy Personnel Command (COMNAVPERSCOM) identifies and selects senior Nurse Corps officers to serve as members of the full-time DUINS selection board and convenes the board.

b. The Director, Navy Nurse Corps approves and disseminates an annual training plan identifying the number of officers and the specific specialties required based upon current and projected inventory, end-strength needs, training billet availability, and accession projections from all sources. The annual training plan will be posted on the milsuite web site: <https://www.milsuite.mil/book/groups/navy-nurse-corps>, and forwarded to all DNS/SNEs for dissemination to Nurse Corps officers.

c. Commanders, Commanding Officers, Officers-in-Charge, and DNS/SNEs will:

(1) Mentor officers throughout the DUINS application process.

(2) Ensure the forwarding endorsement for each application includes an evaluation of the applicant's aptitude, initiative, and potential for completing the requested training.

(3) Confirm applicants are worldwide assignable.

(4) Ensure applicants are not under registered nurse incentive special pay obligation.

d. Nurse Corps Specialty Leaders will:

(1) Provide community input for the development of the annual training plan.

(2) Counsel individual Nurse Corps officers interested in the respective specialty community and provide mentoring that addresses the expectations and demands on an individual within the specialty, career opportunities, programs available at specific learning institutions, and billet availability and locations within the specialty.

(3) Interview applicants within their specialties; provide a "ranked" letter of recommendation to the board for submission with the applicant's application.

e. NMPDC will:

(1) Handle formal communication with applicants, selectees, their command, Nurse Corps assignment officers, and universities.

(2) Monitor student educational progress and maintain academic records on all students assigned to DUINS.

(3) Conduct program administration and resource management.

f. Selected Students:

(1) Must be enrolled in school full-time, year round, in classes that are creditable to their degree. Taking more than the minimum full-time student semester hour requirement in order to complete your degree program early is encouraged, but not mandatory. Classes that are creditable to the degree offered during semester or holiday intercessions are to be taken if the student is not on official annual leave.

(2) Must maintain a 3.0 GPA. Send grade reports to NMPDC (Head, Nurse Corps Programs) following completion of each semester or quarter. Students who fall below 3.0 must immediately notify NMPDC (Head, Nurse Corps Programs). Academic performance will be reviewed and a plan for improvement will be developed with the student, their institution, and NMPDC (Head, Nurse Corps Programs). All students who fall below a 3.0 will be placed on academic probation for a period of one semester. Failure to maintain a 3.0 after two semesters will be reviewed for academic continuation.

(3) Must send a cost quote for the initial and subsequent semesters to NMPDC (Head, Nurse Corps Programs) 70 days in advance of each new semester.

(4) Must remain within Navy height and weight and body composition assessment standards per reference (e) while in school, and must successfully pass the PFA each cycle unless medically waived. The PRIMS report must be sent to NMPDC (Director, Nurse Corps Programs) at the completion of each cycle.

(5) Must not be subject to or pending administrative separation, punishment under the uniform code of military justice or a civilian criminal conviction, or involved in any type of action or activity considered to be misconduct.

(6) Must provide required demographic information specified in the DUINS student guide immediately upon reporting to DUINS. Must keep NMPDC (Head, Nurse Corps Programs) informed of current address, telephone number, and e-mail address as changes occur.

(7) Must have all changes to their curriculum plan approved by NMPDC (Head, Nurse Corps Programs) prior to executing the change.

(8) Must inform NMPDC (Head, Nurse Corps Programs) of any circumstances that might adversely affect school progress.

(9) Must not moonlight while a student.

(10) Must provide input to reporting senior to ensure fitness reports are submitted following local and higher authority directives.

(11) Must accept DUINS in writing indicating acceptance of assignment in subspecialty code as follow-on assignment. If needed, the officer must be able to accept unaccompanied orders if a family member is not able to accompany the service member during assigned utilization tour due to medical or developmental reasons.

(12) Must ensure the thesis or program of study is consistent with the academic requirements of the institution and the Navy Nurse Corps priorities.

(13) Forward a final transcript of grades stating the degree was conferred to COMNAVPERSCOM for inclusion in your official record with a copy to NMPDC (Head, Nurse Corps Programs).

g. Academic Continuation:

(1) Per reference (a), officers enrolled in DUINS, who twice fail selection for promotion or fail to maintain physical readiness test standards will be considered for continuation in school on a case-by-case basis, as decided by COMNAVPERSCOM based on the recommendation from Commanding Officer, NMPDC; and the Director, Navy Nurse Corps.

(2) Officers who fail to maintain academic standards (GPA 3.0) will receive similar consideration, based on the recommendation of the Commanding Officer, NMPDC, and the Director, Navy Nurse Corps.

h. Utilization following DUINS:

(1) Officers selected for NP programs must meet all eligibility criteria for certification, credentialing, and privileging (as applicable), including successful passing of national certification examinations within their specific specialty. Officers unable to meet these requirements will complete their obligated time serving in the specialty code last held.

(2) Upon graduation from the program, officers are expected to maintain worldwide assignability and will be required to perform follow-on duties in their specialty area until DUINS obligation is fulfilled.

13. 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.

14. Review and Effective Date. Per OPNAVINST 5215.17A, BUMED-M00C3 will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and statutory authority using OPNAV 5215/40, Review of Instruction. This instruction will automatically expire 5 years after the effective date unless reissued or canceled prior to 5-year anniversary date, or an extension has been granted.

15. Information Management Control. The reports required in this instruction, are exempt from reports control per SECNAV M-5214.1 of December 2005, part IV, paragraph 7J.

16. Forms. NAVMED 1520/31 Privacy Act Statement is available at:
<http://www.med.navy.mil/directives/Pages/NAVMEDForms.aspx>.



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ACRONYMS

COMNAVPERSCOM	Commander, Navy Personnel Command
CRNA	Certified Registered Nurse Anesthesia
DNP	Doctorate of Nurse Practice
DNS	Director, Nursing Service
DUINS	Duty Under Instruction
ETMS	Education and Training Management Specialist
GPA	Grade Point Average
GRE	Graduate Record Examination
NMPDC	Navy Medicine Professional Development Center
NP	Nurse Practitioner
NROTC	Navy Reserve Officer Training Corps
PCS	Permanent Change of Station
PFA	Physical Fitness Assessment
PRD	Projected Rotation Date
PhD	Doctor of Philosophy
PRIMS	Physical Readiness Information Management System
SNE	Senior Nurse Executive
USUHS	Uniformed Services University of the Health Sciences

BUMEDINST 1520.27J
4 OCT 2016

SAMPLE APPLICATION LETTER

1520
Date

From: Lieutenant Jane L. Doe, NC, USN, 2900
To: Commanding Officer, Navy Medicine Professional Development Center
(Head, Nurse Corps Programs)
Via: (Appropriate chain of command)

Subj: REQUEST FOR FULL-TIME DUTY UNDER INSTRUCTION

Ref: (a) BUMEDINST 1520.27J

Encl: (1) Letters of Acceptance from Educational Institutions (letters of provisional or conditional acceptance will be considered if school cannot give letters of acceptance)
(2) Proposed Curriculum Plan(s)
(3) Physical Readiness Information Management System Semi Annual Physical Fitness Assessment (PFA) Report
(4) Transcripts (a complete set of official or otherwise legible transcripts is needed from all colleges/universities attended after high school. Applicants to Army/Baylor University must send official, certified transcripts)
(5) Graduate Record Exam (GRE) General Test Report (as required)
(6) Letters of Recommendation (maximum of three)
(7) Privacy Act Statement – Duty Under Instruction

1. Per reference (a), I request assignment to full-time duty under instruction (DUINS) in (name of program and subspecialty code) leading to (type of degree) at (educational institution name). I (am accepted at/have applied to) (university name) to begin this program (day, month, year), per enclosure (1). I will complete the program (month and year). My alternate education institution for this degree is (educational institution name). I (am accepted at/have applied to) (university name) to begin this program (day, month, year), per enclosure (1). I will complete the program (month and year).

2. As an alternate course of instruction, I request (name of program and subspecialty code) leading to (type of degree) at (educational institution name). I am (accepted at/ have applied to) (university name) to begin this program (day, month, year), per enclosure (1). I will complete this program (month and year). My alternate education institution for this degree is (educational institution name). I (am accepted at/have applied to) (university) to begin this program (day, month, year), per enclosure (1). I will complete the program (month and year).

3. Curriculum plans for requesting programs are described in enclosure (2).

Enclosure (2)

Subj: REQUEST FOR FULL-TIME DUTY UNDER INSTRUCTION

4. My current billet title is (Title). My duty telephone number is (DSN or commercial). My e-mail address is: (e-mail address) and my FAX number is (FAX number).
5. I have completed (XX) years of active military service of which (XX) years are active commissioned naval service as a Nurse Corps officer. I reported to my present duty assignment on (date). My projected rotation date (PRD) is (month and year). (Describe any adjustment or extension to your PRD discussed with or approved by your assignment officer).
6. Obligated service (include the appropriate sentence).
 - a. My obligated service for a previously funded education program ends (month and year). This obligation is from (use of tuition assistance, DUINS, Health Professional Loan Repayment Program (HPLRP) for..., etc.).
 - b. I do not have obligated service for previously funded education programs.
7. I hold the following professional certifications: (list certifications). My official subspecialty codes are (list subspecialty codes: primary, secondary, and tertiary).
8. My most recent PFA was completed on (specify date). The results were (specify overall result). My most current PFA report listing the last 4 years is provided as enclosure (3).
9. My professional and military experiences include: (Provide a chronological list beginning with current assignment. List all active duty, Reserve duty, officer or enlisted experience, and health care related civilian employment. Do not provide as a separate enclosure).
 - a. Facility or command, location, total length of assignment, from (month and year) to (month and year), billet title or position, clinical areas of assignment (if applicable). (State full-time or part-time when describing civilian experience.)
 - b. Second most recent assignment, etc.
10. Enclosure (4) is a complete set of transcripts for the following academic achievements: (Indicate if transcripts documenting your education may be listed under other names. Provide transcripts from all colleges and universities attended. Transcripts must be readable).
 - a. Names of diploma school, colleges, and universities attended and the date diplomas, baccalaureate, or other degrees were conferred.
 - b. List courses taken that were not credited toward a degree or diploma.

Subj: REQUEST FOR FULL-TIME DUTY UNDER INSTRUCTION

11. I took the graduate record exam (GRE) on (date). Results of the test are in enclosure (5). If GRE is not required, then state GRE was not required for the program.

12. Letters of recommendation from (state names and titles) are provided in enclosure (6). (Officers requesting certified registered nurse anesthetist, nurse practitioner (NP) programs, or doctoral study must send a letter of recommendation or a letter of interview from a Nurse Corps officer who is a practicing nurse anesthetist, NP, or advisor who holds a doctorate, as appropriate.)

13. Give a statement of rationale for requesting DUINS. (Officers applying for Certified Registered Nurse Anesthesia, graduate, or doctoral programs should comment on education and civilian or military experience which give a foundation for the requested program.) This statement, not to exceed 250 words, should be articulate, focused, and integrate current and past experiences with the requested specialty, as well as, reflect an understanding of the expectations of the subspecialty gained from discussions with the specialty leader or other senior Nurse Corps officers, who work in the subspecialty being requested by the applicant.

14. Obligation Statement (Choose the statement below that reflects the program for which you are applying, cut and paste into your application, then sign and date.)

a. Graduate, Doctoral, or Fellowship Applicants. If selected, I agree to continue to meet all eligibility requirements as outlined in BUMEDINST 1520.27J. I understand that if I fail to meet these eligibility requirements at any time prior to convening or during the course of my full-time DUINS program, it will be considered disqualifying and I may be removed from the program at the discretion of the Director, Navy Nurse Corps. I agree not to tender my resignation or request release from active duty or retirement while assigned to DUINS. I further agree to serve on active duty for a period of 3 years for the first full year of study and an additional 6 months of service for each additional 6 months of study or portion thereof, and not send my resignation or request for release or retirement during this period of obligated service. (If the total period of study is less than 1 full year, the obligated service is three times that period).

b. Naval Post Graduate School Education Program Applicants (Manpower System Analysts or Education and Training Management Specialist). If selected, I agree to continue to meet all eligibility requirements as outlined in BUMEDINST 1520.27J. I understand that if I fail to meet these eligibility requirements at any time prior to convening or during the course of my full-time DUINS program, it will be considered disqualifying and I may be removed from the program at the discretion of the Director, Navy Nurse Corps. I agree not to tender my resignation or request release from active duty or retirement while assigned to full-time duty under instruction. I further agree to serve on active duty for a period of 3 years after completion of my education program and not to send my resignation or request for release or retirement during this period of obligated service.

Subj: REQUEST FOR FULL-TIME DUTY UNDER INSTRUCTION

c. Joint Commission Fellowship. If selected, I agree to continue to meet all eligibility requirements as outlined in BUMEDINST 1520.27J. I understand that if I fail to meet these eligibility requirements at any time prior to convening or during the course of my full-time DUINS program, it will be considered disqualifying and I may be removed from the program at the discretion of the Navy Nurse Corps. I agree not to tender my resignation or request release from active duty or retirement while assigned to full-time duty under instruction. I further agree to serve on active duty for a period of 2 years after completion of my education program and not to send my resignation or request for release or retirement during this period of obligated service.

Date

Full Signature

(Unsigned and undated applications will be returned.)

15. Privacy Act Statement. NAVMED 1520/31, Privacy Act Statement – Duty Under Instruction is signed and attached as enclosure (7).

Date

Full Signature

(Unsigned and undated applications will be returned.)

PRIVACY ACT STATEMENT
Duty Under Instruction

AUTHORITY: The authority to request information is contained in 5 U.S.C. 301 Departmental Regulations, and the Privacy Act of 1974 (PL 93-579).

PRINCIPAL PURPOSE: The principal purpose is to obtain personal information to establish eligibility for a program of duty under instruction.

ROUTINE USE(S): The information provided will be used to aid officials and employees of the Department of the Navy in establishing my qualifications and deciding my eligibility for, by approving or disapproving, the education authorization being requested. Upon approval for full-time duty under instruction, the Navy Medicine Professional Development Center will keep a training file on applicants.

DISCLOSURE: Completion of this application and my signature is mandatory; failure to give the needed information may result in disapproval of my request.

I understand the Privacy Act of 1974 (PL 93-579) as it applies to personal data records kept on U.S. citizens. I understand that it governs the collection, maintenance, use, and dissemination of personally identifiable information about individuals that is maintained in systems of records by Federal agencies. I understand that the Privacy Act prohibits the disclosure of information from a system of record absent the written consent of the subject individual, unless the disclosure is pursuant to one of the statutory exceptions. The Act also provides individuals with a means by which to seek access to and amendment of their records, and sets forth various agency record-keeping requirements.

My signature attests I am familiar with the statement contained here and authorize use of the information given for the purpose listed.

Date

Full Signature

(Unsigned and undated applications will be returned.)