



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

IN REPLY REFER TO  
BUMEDINST 1520.42  
BUMED M3B3  
4 Jun 2015

BUMED INSTRUCTION 1520.42

From: Chief, Bureau of Medicine and Surgery

Subj: GUIDANCE FOR STUDENT FLIGHT SURGEON AND STUDENT UNDERSEA  
MEDICAL OFFICER TRAINING APPLICATIONS

Ref: (a) NAVMED P-117, Manual of the Medical Department (MANMED)  
(b) OPNAVINST 3710.37A

Encl: (1) Acronyms

1. Purpose. To establish guidelines for submitting applications and administrative policies governing application for and assignment to subject training per references (a) and (b).
2. Cancellation. BUMEDNOTE 1520 of 14 Aug 2014
3. Scope. This instruction applies to all Ships and Stations having medical department personnel.
4. Responsibility. The Chief, Bureau of Medicine and Surgery (BUMED) is responsible for establishment of the application guidelines and administrative policies for Flight Surgeon (FS) and Undersea Medical Officer (UMO) training. BUMED Directors for Aerospace and Undersea Medicine are responsible for ensuring the accuracy and currency of the information provided to training applicants on the Naval Aerospace Medicine Institute (NAMI) and Naval Undersea Medicine Institute (NUMI) Web sites.
5. Policy. All applicants for FS or UMO training are to use the procedures contained in this instruction to request such training. FS training applications are reviewed at NAMI. UMO training applications are reviewed by the cognizant office BUMED-M3B3. Applications are considered year round, except for those of interns, who will be selected during the Graduate Medical Education Selection Board (GMESB). In each case, the reviewing authority takes into consideration the overall needs of the Naval Service, the applicant's academic background, motivation, professional aptitude, experience, and physical qualifications. Navy medical department policy requires that graduates of the FS and UMO courses serve in an active duty operational assignment for a minimum of 2 years following completion of training. Participants in the Armed Forces Health Professions Scholarship Program and graduates of the Uniformed Services University of the Health Sciences may discharge their active duty obligations concurrently with this period of training.
6. Flight Surgeon Training. NAMI, Pensacola, FL, conducts formal training leading to designation as a Naval FS. The course is approximately 28 weeks long. Classes convene in

July, September, and November of each academic year. For additional information contact the Director of Academics at NAMI, whose contact information can be found at <http://www.med.navy.mil/sites/nmotc/nami/Pages/default.aspx>.

7. Aviation Medical Examiner Training. NAMI, Pensacola, FL, conducts formal training leading to designation as a Naval Aviation Medical Examiner. The course is approximately 8 weeks long, and training opportunities are typically in, November, February, March/April, of each academic year. Graduates will be assigned to specific Navy Medicine clinic billets to provide medical administrative support and primary care to flight status personnel. Duration of assignment is 3 years with the opportunity to apply for graduate medical training after a 2-year minimum activity tour. For additional information, to include points of contact, visit <http://www.med.navy.mil/sites/nmotc/nami/Pages/default.aspx>.

8. Undersea Medical Officer Training. NUMI, Groton, CT, conducts UMO training. The course is 22 weeks long and is conducted in three phases. Phase one is conducted at NUMI, and includes training in radiation health and intensive physical training in preparation for dive school. By the end of phase one, students must pass Explosive Ordnance Disposal/Navy Diver minimum standards physical screening test per MILPERSMAN 1220-410 to proceed in the course. During phase two, the students are on temporary additional duty to the Naval Diving and Salvage Training Center in Panama City, FL. Here they receive their primary dive medicine training, in addition to training in a variety of diving rigs including SCUBA, MK 20, and the KM 37. The students return to NUMI for phase three of training where they receive further training in clinical hyperbaric medicine, operational medicine, radiation casualty response and special duty physicals. Students must pass a comprehensive radiation health exam and an oral board at the end of the course. Classes convene in July and January of each academic year.

9. Class Assignments. The Navy Personnel Command (PERS-4415) details selected Medical Corps officers to specific classes.

10. Submission of Applications. Submit all applications for assignment to FS by following the information below and the sample letter of application format found on the following link: <http://www.med.navy.mil/sites/nmotc/nami/Pages/default.aspx>. Submit all applications for assignment to UMO by following the information below and the sample letter of application format found on the following link: <http://www.med.navy.mil/sites/nmotc/numi/Pages/default.aspx>.

a. Active duty Navy applicants (includes non-intern, intern, and scholarship students in a civilian internship) must apply via appropriate chain of command (or program director for civilian program applicants) directly to:

(1) Flight Surgery: NAMI (Code 53AH) via mail or fax to Officer in Charge, Naval Aerospace Medical Institute, Attn: Code 53AH, 340 Hulse Road, Pensacola, FL 32508-1092. The fax number can found at; <http://www.med.navy.mil/sites/nmotc/nami/Pages/default.aspx>.

(2) Undersea Medicine: Chief, Bureau of Medicine and Surgery (BUMED-M3B3), 7700 Arlington Boulevard, Falls Church, VA 22042-5128.

b. All civilian applicants must apply through a Navy recruiter. They will forward the application for training and the commissioning package to Commander, Navy Recruiting Command (CNRC), (Code 32), 5720 Integrity Drive, Millington, Tennessee 38054. CNRC forwards the application packages to BUMED-M00C for professional review and processing with concurrence from BUMED-M3B3 (for UMO) or NAMI (Code 53AH) (for FS).

(1) Accession to the Navy may be made contingent upon acceptance into subject training curriculum.

(2) Accession to the Navy will then presume approval for training with concurrence from BUMED-M3B3 for UMO training, or the Aerospace Medicine Specialty Leader for FS training, based on the needs of the Naval Service and training availability.

c. Other United States Uniformed Medical Department officers must submit applications through their parent Service's chain of command to BUMED-M00C1 via BUMED-M3B3 (for UMO) or NAMI (Code 53AH) (for FS).

d. Allied Uniformed Medical Department officers must apply through the appropriate diplomatic offices under the Security Assistance Training Program.

#### 11. Application Content and Submission Procedures

a. Student FS Course Application: Applications can be mailed or faxed. The mailing address is: Officer in Charge, Naval Aerospace Medical Institute, Attn: Code 53AH, 340 Hulse Road, Pensacola, FL 32508-1092. Refer to <http://www.med.navy.mil/sites/nmotc/nami/Pages/default.aspx> for the fax number, the Application Dates, Checklist, and Deadlines Worksheet.

(1) NAVMED 1520/21, Demographic Information.

(2) NAVMED 1520/18, Program Director/Senior Medical Officer (SMO) Recommendation Navy Flight Surgeon (FS)/Undersea Medical Officer (UMO).

(3) Curriculum Vitae.

(4) A brief statement by the applicant stating his or her reasons for wanting to become a FS; comment on interest in aviation, prior Service, any previous flight experience, ability to swim a mile, and general level of physical fitness.

(5) Command endorsement (active duty applicants only). In the case of interns, the endorsement should simply state, "Forwarded, recommending approval," or "Forwarded, not recommending approval," unless the commanding officer desires to add substantively to the endorsement.

(6) A letter of recommendation, preferably by a designated naval FS who can comment on applicant potential for aeromedical training.

(7) Applicant's undergraduate, graduate (if any), and medical school transcripts.

(8) Complete Student Naval FS Applicant, aeromedical physical examination performed by a FS per reference (a). DD Form 2807-1, Report of Medical History, DD Form 2808, Report of Medical Examination, and SF 507, Medical Record, will be submitted via the Aeromedical Electronic Resource Office (AERO). Anthropometric data will be taken per reference (b), recorded on the OPNAV 3710/37A, Anthropometric Data Measurement Record, entered into the Naval Aviation Anthropometric Compatibility Assessment and electronically attached to the flight physical. Any physical examination that recommends a waiver of the physical standards must be accompanied by an electronic aeromedical summary which will include the appropriate specialty evaluation and any other information required per the Aeromedical Reference and Waiver Guide. NAMI will evaluate each applicant's physical qualifications and aeronautical adaptability for duty involving flying as a student Naval FS. The physical examination package must be endorsed by NAMI by the last business day of September. It is imperative interns have their physical examinations completed and examining FSs submit the completed physical examination packages to provide for adequate processing time, so they can be endorsed by the end of September deadline. It is strongly recommended that inbound interns at medical treatment facilities (MTF) have their qualifying student Naval FS applicant physical exam completed during their internship orientation. Civilian deferred interns may not be located close to a clinic that has a Naval FS who can complete the Student Naval FS Applicant physical exam and any necessary waiver request. Civilian deferred interns are encouraged to contact the Aerospace Medicine department at BUMED-M3B3, found on the following link: <http://www.med.navy.mil/sites/nmotc/nami/Pages/default.aspx>. BUMED-M3B3 will assist civilian deferred interns with scheduling the student Naval FS applicant physical exam and obtaining access to the nearest Navy MTF that has a qualified Naval FS. Student Naval FSs must have a current advanced trauma life support certification prior to commencement of training.

(9) Applicants are encouraged to contact the NAMI FS applications coordinator via e-mail at: [NAMI-FSAPPCOORD@MED.NAVY.MIL](mailto:NAMI-FSAPPCOORD@MED.NAVY.MIL). The phone number can be found on the following Web site: <http://www.med.navy.mil/sites/nmotc/nami/academics/Pages/PointofContact.aspx>.

b. Student UMO Course Application: Applications must be submitted directly to BUMED-M3B3 (Undersea Medicine) via mail or e-mail. The mailing address is Chief, Bureau of

Medicine and Surgery, Undersea Medicine and Radiation Health (M3B3), 7700 Arlington Boulevard, Falls Church, VA 22042-5128. Refer to <http://www.med.navy.mil/sites/nmotc/numi/Pages/default.aspx> for the application submission (BUMED-M3B3), phone number, e-mail address, and Application Dates, Checklist, and Deadlines Worksheet. The application package consists of:

- (1) NAVMED 1520/18.
- (2) NAVMED 1520/21.
- (3) Curriculum Vitae.
- (4) A brief statement by the applicant stating his or her reasons for wanting to enter the field of Undersea Medicine.
- (5) Command endorsement (active duty applicants only). In the case of interns, the endorsement should simply state, "Forwarded, recommending approval," or "Forwarded, not recommending approval," unless the commanding officer desires to add substantively to the endorsement.
- (6) Two letters of recommendation. Qualified UMO recommendation preferred, but not required.
- (7) Complete a diving and submarine duty physical examination, per reference (a), MANMED articles 15-102 and 15-106. Any physical examination that identifies a disqualifying condition and recommends a waiver of the physical standards must be accompanied by the appropriate specialty evaluation and supporting documentation. Waiver requests should be submitted via the electronic Special Duty Waiver system as early as possible, but no later than the deadline for application submission (usually the last day of October each academic year. See the Application Dates, Checklist, and Deadlines Worksheet at the NUMI Web site).
- (8) All laboratory test results and ancillary study findings will be recorded on the DD Form 2808. Block 15c should be marked "other" with Submarine and Diving Duty entered in block 44.
- (9) Whenever possible, a hyperbaric pressure test should be performed to 60 feet of sea water equivalent and documented on the NAVMED 6150/2, Special Duty Medical Abstract. If a pressure test cannot be performed, it may be deferred until reporting to NUMI.
- (10) Applicants must submit their best timed Diver Physical Screening Test: 500 yard swim, push-ups, curl-ups, and pull-ups, and 1.5 mile run. The test should be administered by a Navy diver (to include UMO), whenever possible.

(11) Applicants are encouraged to contact the BUMED-M3B3 administrative assistant to verify their application is complete. Current contact information can be found at:  
<http://www.med.navy.mil/sites/nmotc/numi/Pages/default.aspx>.

12. Application Deadline. For interns, the fully completed Student Naval FS Training application packet, including any ancillary consultations, must be e-mailed or postmarked by the last business day of September and sent to NAMI, (Code 53AH). Interns applying for UMO training must have their applications postmarked or e-mailed no later than the last business day of October and sent to BUMED-M3B3 as noted above. Interns are strongly encouraged to e-mail or call the respective program secretary well before the respective application deadline to verify their application is complete and no follow-up studies or documentation are required. Non-intern candidates may submit applications at any time, after consultation with their assignment officer and specialty leader, if applicable.

13. Selection, Applicant Notification, and Applicant Declaration of Intention to Accept Training

a. For interns, the Undersea Medicine Selection Committee and the Flight Surgeon Selection Committee will make final recommendations to the GMESB for selection for training through a formal review process. Both committees meet in late November or early December in conjunction with the convening of the GMESB. Applicants who are otherwise qualified for the respective programs, but are not selected, are placed on an alternate list. If a selected applicant chooses not to accept his or her selection for training, a candidate from the alternate list will be selected and offered a training position.

b. All FS and UMO applicants will have access to the GMESB results by contacting NAMI (Code 53AH) (for FS), or BUMED-M3B3 (for UMO), or their local MTF Graduate Medical Education (GME) office.

c. The GME office at each training hospital will be notified of selections by message on or about 15 December of each academic year. The GME office will notify interns of their status (selected, alternate, or non-selection status).

d. Applicants will notify NAMI, Director of Academics (for FS) or BUMED-M3B3 (for UMO), and Navy Personnel Command (PERS-4415) of their intentions.

(1) Applicants selected for FS training must notify the Director of Academics at NAMI by the second Monday of January and advise him or her of their decision to either accept or decline FS training. The e-mail address and phone number for the director can be found at the following link  
<http://www.med.navy.mil/sites/nmotc/nami/academics/Pages/PointofContact.aspx>.

(2) Applicants selected for UMO training must notify the UMO Specialty Leader, or BUMED-M3B3 administrative assistant by the second Monday of January of their decision to

accept or decline UMO training. The e-mail addresses and telephone numbers for those positions can be found at the NUMI Web site via the following link <http://www.med.navy.mil/sites/nmotc/numi/Pages/default.aspx>.

(3) All applicants selected for FS or UMO training must officially notify the General Medical officer/GME Assignment Officer (PERS-4415) of their decision either to accept or decline training. All non-interns selected for FS or UMO training must also officially notify their respective assignment officer according to their specialty. Notification may be by standard letter or e-mail (e-mail is recommended).

(4) Individuals selected for more than one training program (FS, UMO, residency training) may accept only one program. Acceptance of the FS or UMO program will result in forfeiture of designation as a selectee or alternate for any other GME training program to which an applicant may have applied. Failure to notify PERS-4415 or the appropriate office at NAMI (Code 53AH) (for FS) or BUMED-M3B3 (for UMO) by the required deadline may result in the loss of the training opportunity.

e. Selected applicants who commit misconduct, fail to remain within physical standards, or fail to meet academic standards may lose their training billet or be disenrolled from the program if training has begun.

14. Additional Information. The Application Dates, Checklist, and Deadlines Worksheet is for the applicant's use as a checklist only. It is not to be included in the application. Enclosure (1) is provided for information.

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

16. Forms

a. SF 507 (07/1991), Medical Record is available at:  
<http://www.gsa.gov/portal/forms/download/115494>.

b. The following DD Forms are available at: .  
<http://www.dtic.mil/whs/directives/forms/dd/ddforms2500-2999.htm>

(1) DD Form 2807-1 (AUG 2011), Report of Medical History.

(2) DD Form 2808 (OCT 2005), Report of Medical Examination.

\*Note: For FS applications, DD Forms 2807 and 2808 may be printed from AERO once they have been submitted, to subsequently be placed in the medical record.

c. OPNAV 3710/37A (07-2005), Anthropometric Data Measurement Record is available at: <https://navalforms.documentservices.dla.mil/web/public/home>.

d. The following NAVMED forms are available at:  
<https://navalforms.documentservices.dla.mil/web/public/forms>.

- (1) NAVMED 1520/21 (07-2008), Demographic Information.
- (2) NAVMED 1520/18 (8-2012), Program Director/Senior Medical Officer (SMO) Recommendation Navy Flight Surgeon (FS)/Undersea Medical Officer (UMO).
- (3) NAVMED 6150/2 (04-70), Special Duty Medical Abstract.



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<http://www.navy.mil/directives/Pages/default.aspx>.

**ACRONYMS**

AERO	Aeromedical Electronic Resource Office
BUMED	Bureau of Medicine and Surgery
CNRC	Commander, Navy Recruiting Command
FS	Flight Surgeon
GME	Graduate Medical Education
GMESB	Graduate Medical Education Selection Board
MANMED	Manual of the Medical Department
NAMI	Naval Aerospace Medical Institute
NUMI	Naval Undersea Medical Institute
SMO	Senior Medical Officer
UMO	Undersea Medical Officer