DEPARTMENT OF THE NAVY
NAVY MEDICINE PROFESSIONAL DEVELOPMENT CENTER
8901 WISCONSIN AVENUE
BETHESDA, MARYLAND 20889-5611

IN REPLY REFER TO:

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NAVMEDPRODEVCTRNOTE 1524
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12 Jun 2012

NAVMEDPRODEVCTR NOTICE 1524

From: Commanding Officer, Navy Medicine Professional Development Center (NMPDC)
To: Class of 2013 Navy Medical School Graduates of the Uniformed Services University of the Health Sciences (USUHS), the Armed Forces Health Professions Scholarship Program (HPSP), and the Health Services Collegiate Program (HSCP)

Subj: INSTRUCTIONS FOR APPLICATION FOR INTERNSHIP, FIRST YEAR OF GRADUATE MEDICAL EDUCATION (GME-1)

Ref: (a) NAVCRUIT Form 1131/131, Armed Forces Health Professions Scholarship Program Service Agreement
(b) School of Medicine, Uniformed Services University of the Health Sciences Service Agreement
(c) NAVCRUIT Form 1131/130, HSCP Service Agreement

Encl: (1) Projected U.S. Navy GME-1 Program Positions for Academic Year 2013
(2) Acknowledgment of Receipt NAVMEDPRODEVCTR Notice 1524

1. Purpose. To announce application procedures for Navy-sponsored First Year Graduate Medical Education (GME-1) for Academic Year (AY) 2013.

2. Background. References (a) through (c) require Navy sponsored HPSP, USUHS, and HSCP students to apply to the Navy for their first year of graduate medical education.

3. Selection Process.

a. Selections for AY 2013 GME-1 will be made at the 2012 Graduate Medical Education Intern Selection Board (GMEISB), which will be held 26 November 2012. All Navy sponsored graduates will be placed in Navy in-service GME-1 programs or given permission to perform a one-year or full civilian deferment. Selection options at the GMEISB will be as follows:

(1) Selection for a Navy full time in-service GME-1 position. Students selected for this option will be ordered to active duty to participate in training at a Navy GME training facility. A few members of the intern class starting in 2013 who desire training in Family Medicine or Psychiatry will be offered straight-through training to complete an entire residency. Those not selected for straight-through training, who want to continue directly from their internship into residency, must apply to the 2013 Joint Service Graduate Medical Education Selection Board (JSGMESB). Applications for the 2013 JSGMESB will be available in July 2013.

(2) Deferment of active duty until completion of a residency at a civilian institution. Students selected for this option will be ordered to active duty as a residency trained specialist upon completion of civilian residency training. All HPSP, USUHS, and HSCP graduates are eligible to apply for this training option. If selected, the student will train in a deferred status in the Individual Ready Reserve (IRR) and will be recalled to active duty upon completion of his/her civilian residency.

(3) Deferment of active duty for one year for completion of the PGY-1 year at a civilian institution. Students selected for this option will be ordered to active duty as a General Medical Officer following completion of their PGY-1 year, unless selected during the 2013 JSGMESB for residency training. All HPSP, USUHS, and HSCP graduates are eligible to apply for this training option. If selected, the student will train for one year in a deferred status in the Individual Ready Reserve (IRR) and will be recalled to active duty upon completion unless selected for continued civilian training.

4. Program Availability. Enclosure (1) lists the projected available Navy GME-1 positions. Navy Medical Center Portsmouth (NMCP) Virginia, Navy Medical Center San Diego (NMCSD) California, and the Walter Reed National Military Medical Center (WRNMMC) Maryland, currently listed as the National Capital Consortium (NCC) in the Electronic Residency Application System (ERAS), offer internship programs in Internal Medicine, Neurosurgery (WRNMMC only), Obstetrics/Gynecology, Orthopedics, Otolaryngology, Pediatrics, Psychiatry, Surgery, Emergency Medicine, and Transitional Year. The Navy Hospitals at Bremerton, Washington; Camp Lejeune, North Carolina; Camp Pendleton, California; Jacksonville, Florida; and Pensacola, Florida; and Army Community Hospital Fort Belvoir, Virginia all offer internship programs in Family Medicine.

5. Application Instructions.

a. All graduating students must complete two web-based applications; ERAS and the Navy GME-1 Application. ERAS provides the student's academic record to Navy Program Directors and Specialty Leaders. The Navy GME-1 Application provides the Navy Intern Selection Board with the student's PGY-1 program rank order preference, contact information, and special assignment considerations.

(1) ERAS. Students must follow guidance from their academic institution regarding activation of their ERAS application. Students must arrange for the upload of the following documents:

(a) Medical School transcript and letters of recommendation. Deadline: Must be uploaded by the student's school no later than 14 September 2012.

(b) The Dean's Letter/Medical Student's Performance Evaluation (MSPE). Deadline: Must be uploaded by 01 November 2012.

(c) National Board Scores. Deadline: Must be sent to ERAS from the National Board of Medical Examiners (NBME) or National Board of Osteopathic Medical Examiners (NBOME) as noted below.

1. Part I and Part II scores (USMLE Step II CK, COMLEX Step II CE). Deadline: Must be uploaded by 01 November 2012.

2. Part II scores (USMLE Step II CS, COMLEX Step II PE). Deadline: Must be taken by 25 February 2013 and results provided to the HPSP Program Manager as soon as results are available. Failure to provide a passing Part II score will delay transition to internship.

(2) Navy GME-1 Application.

(a) Activate the Navy GME-1 Application. Applicants must complete, scan, and e-mail Enclosure (2) to Mr. Joe Pelot at OH@med.navy.mil no later than 30 June 2012. Faxes will not be accepted. Following receipt of the form, a unique Student ID will be created and sent via e-mail to the applicant. This ID will be generated by the system and will not be related to the applicant's social security number. Once a Student ID is

created, the student must use the originally provided e-mail address throughout the application process. If a student must change an e-mail address, Mr. Pelot should be immediately notified at OH@med.navy.mil. Failure to do so may result in an incomplete application and failure to receive important application and supersession information.

(b) Submission of GME-1 Application.

1. USUHS applicants. USUHS students are required to log directly into the Navy GME-1 website to access the electronic application and apply. The Navy electronic GME-1 application website, located at https://nmmpte.med.navy.mil/gme1/default.asp, will be activated on 15 July 2012. The website requires Internet Explorer 4.0 or higher for Windows and can only be accessed using "official military computers." Students must use their unique Student ID as a user name. Fill out the on-line application and submit no later than 30 July 2012. Failure to submit or complete the application will result in the student's needs and desires not being fully considered by the GMEISB. Students will be able to make changes to their on-line application including the preference list until 19 October 2012, after which time the website will be deactivated and final processing of the applications will begin.

2. HPSP and HSCP applicants. HPSP and HSCP students must log onto the NMPDC Accessions website at http://www.med.navy.mil/sites/navmedmpte/accessions/Pages/CareerandInternshipSelection.aspx and download a copy of the Navy GME-1 application to their desktop. Guidance for filling out this application is available on the web page. The downloaded form is not compatible with the Macintosh Operating System. Therefore, all students must use a Microsoft Windows based computer. Students must use their unique Student ID and e-mail address to fill out the application document. Applications must be returned to OH@med.navy.mil no later than 30 July 2012. This application document can only be sent by e-mail. It cannot be faxed. The Student ID and e-mail address must be the same as that provided by Mr. Pelot. Failure to notify Mr. Pelot of e-mail address changes will prevent the application document from registering in the database. Any changes to the application or rank order will require resubmission of the entire application document. Modified application documents that are submitted will overwrite all previously submitted information. Students will be able to make changes to their application, including the preference list, until 19 October

2012, after which the website will be deactivated and final processing of the application will begin.

b. Participation in the Civilian Match. There will be a number of full deferments offered this year based on the needs of the Navy at the time of selection. The Navy selection goals for full deferment are usually in critical wartime specialties (surgery, orthopedics, emergency medicine, etc.). The official list will be released during the summer. Those applying for full deferment as their first choice must rank all Navy sites where training is available in that specialty, e.g. "Full Deferment for Orthopedic Surgery" ranked as number one, then the three Navy training sites for Orthopedic Surgery must be selected and ranked in the second, third and fourth choices. Students may request a full deferment in one specialty only. Students who desire a full deferment must participate in the civilian match via the National Resident Matching Program (NRMP) or the American Osteopathic Association (AOA) Matching Services.

c. Reimbursement for Applications.

(1) All Navy HPSP students will be reimbursed for the initial ERAS application fee, estimated to be approximately $300.00. The NRMP/AOA National Matching Services fee will be reimbursed up to $65.00 for those individuals applying to the civilian match. HPSP students should file their claims for reimbursement with NMPDC per instructions found at: http://www.med.navy.mil/sites/navmedmpte/accessions/Pages/HSPSFAPBookandEquipmentReimbursment.aspx.

(2) USUHS pays appropriate fees associated with the match. For further guidance please contact the USUHS Student Affairs Specialist.

(3) HSCP students are personally responsible for fees associated with the ERAS and NRMP/AOA National Matching Services applications. Reimbursement is not an entitlement under this program.

6. Guidance for Navy GME-1 Application.

a. PGY-1 selection is based on the needs of the Navy. All efforts will be made to select students for one of their five choices as discussed below. In some cases, this may not be possible. Efforts will be made to match a student to a training program consistent with their career goals and available positions. Program Directors are blinded to applicant ranking.

b. When completing the Navy GME-1 Application:

(1) The email address is a critical element for the GME-1 Application. The same email address must be used consistently throughout the application process. Notify Mr. Pelot at OH@med.navy.mil for any e-mail address changes.

(2) Provide a current phone number (home or cell).

(3) Students with special needs that could affect assignment to a GME-1 program, such as having a military spouse or a special needs child, must note this in the Special Circumstances Section of the GME-1 application. While the GMEISB will give due attention to these special circumstances, there are no guarantees that program and location requests can or will be honored.

(4) Personal Statements should be limited to the ERAS application only. Only issues that impact assignment should be discussed in the GME-1 Application special Circumstances Section.

c. When listing choices for GME-1 training on the Navy GME-1 Application:

(1) Choose a PGY-1 specialty for training.

(2) Rank all sites where the chosen PGY-1 specialty training is provided. For example, if a student chooses Internal Medicine at Naval Medical Center San Diego as the first choice, he or she must rank Internal Medicine at Walter Reed National Military Medical Center and Naval Medical Center Portsmouth as well. If Family Medicine is chosen, all five choices must be a Family Medicine site. If all sites of the chosen PGY-1 specialty training are not ranked, the other sites will be arbitrarily assigned by the Board.

(a) Fourth Choice. If all Navy programs for a specialty have been listed in choices 1 through 3, choice 4 may be any other program in which the student has an interest. Choice 4 does not have an impact on choice 5. Choice 4 cannot be the same specialty listed in choices 1 through 3. For example, if Internal Medicine is listed for choices 1 through 3, choice 4 cannot be Internal Medicine (As Assigned).

(b) Fifth Choice. This is a general category selection, which can be in any specialty. It is specialty specific only. Location will be assigned by the GMEISB. Choice five cannot be the same specialty listed in choices 1 through 3. For example, if Internal Medicine is listed in choices 1 through 3, choice five cannot be Internal Medicine (As Assigned).

Example:

Internal Medicine	- NMC Portsmouth
Internal Medicine	- WRNMMC Bethesda
Internal Medicine	- NMC San Diego
Transitional	- WRNMMC Bethesda
Family Medicine	- as assigned, chosen by the GMEISB

(3) Full Deferment: May be ranked in any position except fifth.

(4) One Year Deferment: May be ranked in any position.

(5) Changes to the above may be made until 19 October 2012. After that date, the website will be disabled.

7. Interviews. Students should schedule interviews with the Program Directors of the Navy GME-1 Programs for which they are applying. It is strongly recommend that students arrange telephone interviews with the Program Directors if they cannot interview in person. Navy funds are not available to cover interview expenses.

8. Applicant Checklist.

a. Complete Enclosure (2). Scan and e-mail to Mr. Pelot at OH@med.navy.mil. Deadline: 30 June 2012.

b. Submit initial Navy GME-1 Application. Deadline: 30 July 2012.

c. Submit ERAS application. Deadline: 14 September 2012.

d. If applying for a full deferment, register for NRMP/AOA National Matching Services. Deadline: 30 November 2012.

e. Finalize all changes to the Navy GME-1 Application. Deadline: 19 October 2012.

f. Have USMLE/COMLEX Part I and USMLE/COMLEX Part II (CK/CE) scores sent to ERAS. Program Directors have continuous access to ERAS. The earliest possible submission is preferable. Deadline: 1 November 2012.

g. Notify Mr. Pelot at OH@med.navy.mil of any change in contact information, such as e-mail or telephone number.

9. Failure to Submit or Complete Application. All Navy-sponsored USUHS, HPSP and HSCP graduates will be assigned to training by the 2012 GMEISB regardless of the completeness of their application. Failure to submit or complete the application will result in the student's needs and desires not being fully considered by the GMEISB.

10. Selection Notification. After the final report of the GMEISB is approved by the Navy Surgeon General, the results will be made available via email from NMPDC, Student Programs. It is estimated that this will be no later than 30 December 2012.

11. Point Of Contact. Questions regarding the application process should be directed to Mr. Pelot via e-mail at OH@med.navy.mil.

S. A. YERKES
By direction

PROJECTED U.S. NAVY GME-1 POSITIONS FOR ACADEMIC YEAR 2013
AVAILABLE TO GRADUATING NAVY-SPONSORED USUHS, HSCP AND HPSP MEDICAL AND OSTEOPATHIC MEDICINE STUDENTS

SPECIALTY	FM	GEN SURG	MED	NEURO SURG	OB/GYN	ORTH	OTO	PEDS	PSY	TRAN	EM	Total
TRAINING SITE												
Naval Hospital Bremerton	6											6
Naval Hospital Camp Lejeune	6											6
Naval Hospital Camp Pendleton	12											12
Naval Hospital Jacksonville	12											12
Naval Hospital Pensacola	7											7
DeWitt Army Community Hospital	2											2
Walter Reed National Military Medical Center		8	19	1	2	3	1	4	3	9		50
Naval Medical Center Portsmouth		12	19		4	4	2	6	5	21	4	77
Naval Medical Center San Diego		12	19		6	5	2	8	5	23	4	84
Total	45	32	57	1	12	12	5	18	13	53	8	256

The number of positions at each program are projections and subject to change without notice.

ACKNOWLEDGMENT OF RECEIPT
NAVMEDPRODEVCTRNOTE 1524

Name: _____
(Last, First, Middle - Please print clearly)

E-Mail Address: _____
(Please print clearly)

As a member of HPSP, HSCP or USUHS, you must adhere to the Navy's Physical Fitness and Weight Standards. If you have acquired a new medical condition not previously noted on your recruiting physical, contact your administrative department as soon as possible. HPSP students must contact the HPSP Office at OH@med.navy.mil. Some medical conditions are considered disqualifying for active duty service and may require an evaluation and/or a waiver to come on active duty. This process can take months to complete, and providing this information late in your senior year may delay your orders.

If there are any changes to your graduation date or academic standing, please let the HPSP office know as soon as possible at OH@med.navy.mil.

I acknowledge receipt of NAVMEDPRODEVCTRNOTE 1524, "Instructions For Application For Internship - First Year Of Graduate Medical Education (GME-1)." I understand that I am to file my Navy GME-1 Application as instructed by July 30, 2012, and that the deadline for making changes to my application, including preference list on the website, is 19 October 2012.

_____ _____
Signature Date

Please scan and e-mail Enclosure (2) to OH@med.navy.mil.
Attention: Mr. Pelot