

PORTSMOUTH 05 March 2010

Officers

What is the policy for funding certification courses for enlisted personnel?

- Policy for funding of certification is often dictated by the NEC requirements. If certification is not required for the NEC holder then certification will most likely not be funded. However, there are possible avenues for funding through Navy COOL (Credentialing Opportunities On-Line).

Civilians

When will a NHCNE wide phonebook be available to all hands throughout the command? (NOTE: This question was asked last year and the phonebook was supposed to be published last summer)

- DFA has for Action

Will the command consider changing the civilian clothes policy in order for Portsmouth Clinic Employees to wear blue jeans?

- As conveyed in BMCPTSNNHNOTE 12900 dated 24 Jun 04, "professionalism is paramount when it comes to patient contact." Our employees deal extensively with the public and it is appropriate to require a dress code that reinforces a positive self-image and displays the pride and professionalism inherent to our staff. In general, blue or denim pants are not permitted. Supervisors may approve casual clothes (prior to work beginning) for special projects that will entail dirty work and for work performed in dirty areas (an example would be the transportation division area).

Why does the clinic (Portsmouth) remain open during inclement weather (we are told we have to stay open to support the PNSY). However; Military personnel are authorized several "special liberty" four day weekends throughout the year and the clinic is closed or has reduced capacity.

- The clinic does remain open during periods of inclement weather to support the shipyard and beneficiaries that depend on us for their healthcare needs. Clinic leadership monitors inclement weather and works closely with NHCNE and Shipyard leadership to evaluate local conditions. If it is predicted that conditions will worsen and jeopardize safe travel, the Officer in Charge (in consultation with NHCNE) may authorize administrative leave. Staff should also work with their Supervisors to individually evaluate their situation (i.e. commuting distance), as it may be more appropriate to request leave/liberty for specific situations.

- The Commanding Officer authorizes several 3 and 4 day special liberty periods throughout the year. During the 4-day special liberty periods the civilian staff is given the option of working or taking annual leave; the vast majority of the civilian staff chooses to take leave during these periods.

- The Commanding Officer's special liberty periods are announced well in advance, to all hands via the POW and in a NHCNE Note. This enables the clinic to notify PNSY and patients/customers of closure dates and adjust clinical schedules and appointments accordingly.

The leave/liberty policy appears to be unfair between the Military and Civilian staff.

- Rules and regulations for Leave for Military and Civilian staff are well defined. The rules for granting Military service members liberty are also well defined. If you have specific concerns regarding the differences between leave and liberty or the occasion of which to use, please speak with your Supervisor. You can always contact the Officer-in-Charge or Senior Enlisted Leader for additional information.

SARATOGA SPRINGS 10 March 2010

Civilians

What is the status of the Career Development Boards for civilian staff?

- Several individuals here at Saratoga Springs met with Ms. Joyce Douglas and others from HR about the civilian staff Career Development Board last year. Since then there have been no activity in response to that meeting- The Civilian Career Development Boards (CCDB) are in place, when Joyce and Tom Scagliarini were last in Saratoga this past February for a day and a half, they did not hold a board as the current instruction was under review for revision, but was available for anyone who had concerns. The next scheduled trip for CCDB is early June and a board can then be held to follow-up with those employees they met with last time.

When will the AC vents in the building be cleaned?

- The leasing company, ADD Development & Management, Inc., have been contacted about the vents. They said they can do the vents if it is not in the current cleaning contract. We are in the process of reviewing and contacting the company that hold the cleaning contract about cleaning the vents.

Can we have our "OPF" reviewed with a member of Manpower to discuss benefits, options, etc.?

- OPF Files must be requested by the member through HR. This process is not controlled by the clinic. Members are free to contact Manpower anytime they wish in order to review their file. Joyce Douglas had asked HRO Groton to get the OPFs from HRSC-NE and then go to Saratoga and meet with the employees. Joyce had requested this for the May timeframe but as yet has not had any confirmed dates. Belinda O'Toole contacted Ms. Douglas and files have been ordered from Philadelphia but they have not arrived yet.

Can the HR staff in Newport arrange VTC counseling with Saratoga staff?

- Tom Scagliarini and Joyce Douglas have no problems scheduling quarterly VTC meetings with Saratoga civilians. However, no one has ever mentioned this before, so trying to understand the statement that this was presented to us several weeks ago. Also, civilian employees are notified when we will be there in Saratoga for site visits with the message that we are available to meet on any issue. Both of us are also available by phone or e-mail and we will also work with the OIC/Clinic Manager to come up with a schedule of quarterly VTCs.

Officers

Can the staff dentists become, at the Command's expense, credentialed to perform implants?

Yes, he would have to find a course that would give proper training in restoring implants. As long as the member and the training course meets set guidelines for funded annual training. This is an issue that would depend on the individual asking and the Command's needs. If possible those who would like to add this privilege should ask Captain Nesbit.

CSR Room still not in compliance and the staff haven't seen any movement on project since last command visit. Is it possible to establish a Dental CSR vice Medical CSR in order to close issue?

- We are in the process of accepting estimates for placing a partition in the CSR room. CSR is currently used primarily to sterilize Dental instruments and on a very limited bases some Medical instruments. The CSR will now be used exclusively for Dental instruments only. All Medical instruments previously sterilized in the CSR can now be purchase as disposable items. There will be no requirements to have medical instruments sterilized in the CSR.

NEWPORT 16 March 2010

Officers

Can we have advance notice of visiting Colleges within the clinic?

NAVSTA forwards all incoming visiting College notifications to our PAO as soon as they receive it. Our PAO (K. MacKnight) in turn sends the info out to Newport all hands. (Most College representatives give a 2-day notification - be aware that they usually come before enrollment time.)

E4 and below

Working in Primary Care is boring, is their anyway to make it more enjoyable/rewarding?

- I think Medical home port will help. It is our desire that all work at their highest level! Will try and move forward with a plan to have Hospital Corpsman suturing and doing more direct patient care and patient education via a Sick Call Screening Course

Civilians

Can a Sick Call Screener course be established and maintained for Sailors that work in Primary Care?

- A Sick Call Screening Course is currently being introduced to Primary Care.

Can dental have its own gym?

- The current space within the dental clinic will not support a gym.

Currently dental only has one small female locker room and two large male locker rooms, but the majority of the staff is female. Can other arrangements be made to accommodate the female staff?

- The department head can remove one male head/locker room reassign it as a female locker room.

Can training on the new VTC procedures be conducted?

Education and Training will be conducting a class for Newport. Date TBA. If other sites wish for a class then they may contact Education and Training.

When will contract employees know if their contract will be renewed (April/June)?

- *In April - The contracts have been funded through 2011. For future issues regarding contracts members can discuss their concerns with the respective COR and their contracting agency.*

Can we have adequate supplies of tooth brushes and floss? Currently there is a shortage.

- *If you have money in your OPTAR you may purchase toothbrushes and dental floss.*

What has been the total amount of funds collected under the 3rd Party Payer system?

Last year we collected \$420,235 in Third Party Collections. To date this year (6 months) we collected \$239,469 in Third Party Collections. (I. Nagle)

How can someone in a GS position move up into a supervisor position? (Career growth)

- *Employees can apply for supervisor positions that are reflective of their supervisory experience and/or training. Similar to other advertised positions they must meet the Skill, Knowledge, and Ability qualifications delineated within the Position Description for the position. (*

GROTON 19 March 2010

Officers

There is confusion when grading evaluations based on collateral duties, example what is considered a NHCNE wide collateral vice clinic. Also, how should it be listed on member's evaluation?

- *Collateral duties are broken into three categories: command, clinic and dept/div. Command collateral duties are defined either by an appointment letter or on the command collateral duties listing. The clinic collateral duties are listed in the clinic collateral duties listing and the dept/div is assigned by the Dept Head/Div Officer/LCPO or LPO. During the evaluation process a weighted point scale is used, commensurate to rank, starting with command clinic having higher point value compared to dept/div.*

- *Block #29 should be used to list collateral duties and block #43 to be used to document specifics.*

E3 and below

Can an ATM be installed in the Groton Clinic?

- Navy Federal was contacted, and they took request. Currently there are 4 ATMS on base, and the closest is 300 yards from the clinic.

Can personnel living in the BEQ be authorized BAS?

- No. Current base policy restricts this based on galley utilization.

Can a "staff" line be authorized at the chow hall due to long lines from students?

- Galley contacted and they will not make special concessions for specific commands. If the issue is time allotted for chow, the Dept Heads/Div Officers/LCPOs and LPOs have been made aware to allow for extra time for Sailors utilizing the base facilities.

Can arrangements be made to allow staff to be "pistol qualified?"

- This is already being done at SUBBASE and Ft Devon, MA. It is based upon availability and need.

Can an HM ride a submarine as a "baby doc?"

- Submarines are available for tours. "Riding" a submarine has to be authorized by Group TWO, and there is limited berthing on all submarines. There are currently no "baby docs" assigned to any submarines.

E4 and E5

Can the base galley hours be posted for all departments?

- Galley hours have been obtained and forwarded to all LCPO's and LPO's for posting.

Food service is limited so can departments be authorized department level "GEE-DUNK?"

- There are "gee-dunk" machines throughout the building. The base galley is 200 yards from the clinic.

Can a "Network" opportunity be arranged with PO3/PO2 throughout NHCNE as well as the sub base?

- If anyone is interested in this Networking, please contact your SELs.

What can be done to improve services at the base dry cleaner?

- Previously identified by NEX and SUBBASE. A new contract goes into effect 01May2010. NEX manager is available to handle all complaints or issues.

Clinic personnel assigned to ASF are not issued Kevlar vests. However; permanent security personnel are issued all safety equipment. Why are personnel treated differently but assigned the same duties?

- Master-at-Arms are initially issued Kevlar vests during base check-in. ASF personnel are issued "second chance" body armor. Although different in nature, both are classified body armor. Base CMC and security questioned on the difference, and there is a request for purchase of new Kevlar.

E6

The hobby shop has broken equipment, poor service and limited staff to help customers. Can anything be done to improve services?

- Do to funding, there is no longer a Contract nor GS position at the hobby shop. The employees there have been personnel assigned to SUBASE in a limited duty status for almost 3 years. SUBASE is aware of the equipment issue, and due to cost is considering closing the hobby shop, more to follow.

Information on MWR related services/events are not received in a timely manner. What can be done to improve this?

- SUBASE MRW and ITT have the most aggressive advertisement campaigns that I have seen in the Navy. There is constant e-mail from all sources including the SEL daily. There are 3 digital sign boards on base that run advertisements and activities. Flyers are posted at all the BEQ's and within the clinic.

Why was the MWR rental "recreation gear" center closed?

- The MWR rental center was closed for renovations for 1 week.

Why is there no program for "school age" children at the CDC/Sports center?

- There are many programs for school age children sponsored by SUBASE and the sports center, although many more exist in the summer months and there also space limitations due to the facilitator to student ratio. First come first served.

The communication with the new Security Chief at the Groton Base is poor at best. We continue to receive conflicting info on ASF vice CBNR personnel as far as their roles and responsibilities.

- CBNR and ASF are two separate programs and the security chief (he is not new) only deals with ASF, although the MAA's are a direct point of contact FOP ASF personnel. The clinic emergency manager has been made available.

Staff doesn't take "code blue" drills seriously, what can be done about this?

- This will be addressed formally at the Dept Head meeting scheduled for 30Mar10, and was discussed with the Code Blue Coordinator. During clinic walk-thru's I inquired and found no concern. Code Drills are vital and this training is critical to appropriate action during an actual emergency.

CPO

The new organization chart that has CPOs working for CPOs is causing confusing and frustration in the departments.

- The new organizational chart is not new to the Navy. Divisional chiefs work with and for departmental chiefs throughout all facets and functions within the Navy.

Can we hold a NHCNE WIDE CPO VTC?

- Sounds like a good idea. Perhaps the SELs from each site can get together to decide when it could be held, possibly a monthly one.

Civilians

Can the "North Gate" be opened for lunch?

- SUBASE contacted. The north gate is only open in the morning and afternoon for ingress and egress of SUBASE staff. Staffing is limited and force protection is paramount.

Why do we have to forecast out 18 months for the travel budget?

- Discussed with dept comptroller. The budget request "call out" goes out 2-3 months prior to the start of the next FY...not 18 months. This is so that the chain of command all the way to the CO can line by line approve.

Why do travel substitutions have to be approved at such a high level?

- This is the Commanding Officer's policy.

When will the pharmacy be authorized to use AHLTA?

- When approved and implemented by higher authority.

NOTE:

There were no outstanding questions from Brunswick Staff