



Frequently Asked Questions

Health Care Interservice Training Office (HC-ITO) serves as a facilitating and coordination support office and as the point of contact on health care interservice training for all military Services. It is one of five ITO offices under the Interservice Training Review Organization (ITRO).

Detailed information about ITRO policies and procedures is available through any ITO office or online through the ITRO portal (or other online resource).

- ITRO Regulation (published as AR 351-9, OPNAVINST 1500.27F, MCO 1580.7D, AFI 36-2230 (I), and COMDTINSTR 1580.1)
- ITRO Organization, Administration, and Training Manual

Contact Us

If you have additional questions or want to know more about how your program can participate in the ITRO process, contact us at:

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Director	221-6690
Army Liaison	221-6455
Navy Liaison	221-6454
Air Force Liaison	221-6571
Contractors	221-6372 221-6386

Expand/Collapse

General

1. What is ITRO training?

Two or more military Services, including Coast Guard, training together in a formal environment on individual skills. Resources (manpower, facilities, & funding) are assessed per ITRO rules.

2. What is consolidated training?

A course in which students from different Services train together. The curriculum, training policies, directives, materials, and personnel requirements are determined by mutual agreement between Services involved. Curriculum may be common throughout or consist of common plus Service-unique training. Manpower, facilities, and funding costs of the common curriculum are assessed on a fair-share basis. Services are responsible for resourcing their own Service-specific portions.

3. What is collocated training?

A course that is taught by one Service on another Service's installation where classroom facilities and equipment may be shared. Training policies, curriculum and instructor requirements are determined and funded by the Service conducting the training.

4. Is collocated training at the Medical Education and Training Campus (METC) ITRO training?

METC collocated training is not considered ITRO but may use ITRO processes when requested.

5. What is a quota course?

A course in which training is owned/conducted by one Service and attended by another on a space-available basis. The owning Service designs and presents program of instruction without modification. The attending Service has no input into curriculum, but may be required to provide a fair share of instructor manpower.

Organization **6. What is the difference between ITRO and ITO?**

Each Service has an Interservice Training Office (ITO) that is aligned under Interservice Training Review Organization (ITRO). There is a separate ITO for health care training. Each ITO has facilitator(s) who conduct studies for ITRO programs.

7. What is the ITAB?

The Interservice Training Advisory Board (ITAB) is the principal decision-making body for health care interservice training.

8. Who serves on the ITAB?

The ITAB is chaired by the ITRO Advisor for Health Care, a position filled by a Navy flag officer. Each Service has a voting member; Coast Guard has a representative but no vote. Service Voting Members are:

Army – Dean, Academy of Health Sciences (AHS)

Navy – Director Academics & Governance, Naval Medicine Manpower, Personnel, Training and Education Command (NAVMED MPT&E)

Air Force – Deputy, Headquarters Air Education and Training Command (AETC)/A3I

9. What is METC?

The Medical Education and Training Campus (METC) is a multi-service schoolhouse. METC acts as host/lead for the ITRO programs administered by METC.

10. What is the relationship between HC-ITO and METC?

HC-ITO facilitates studies for programs taught at METC. The ITRO process is the only method for modification or changes to an ITRO program.

Training **11. What is a training study?**

Studies

A meeting or series of meetings to determine the feasibility of consolidation, evaluate resource requirements, or review proposed changes to existing consolidated curriculum.

12. How do I request a training study?

Any Service may request a training study through its ITAB Service Voting Member. METC Dean/Associate Deans may request training studies for METC programs.

13. Is participation in a training study mandatory?

This is a voluntary process. Service Voting Members may concur or non-concur with participating in a study.

14. Who participates in a training study?

Each Service involved in a training study provides a primary Service representative, subject matter experts (SME), and others (Instructional Systems Specialists, Training Managers, etc.) as needed. Resource analysts for manpower, facilities, and cost computations are also provided for resource requirements analysis studies.

15. Who selects the training study participants?

Service Voting Members appoints participants for their Service. The METC Dean for Academic Affairs appoints METC schoolhouse participants as appropriate.

16. What are the types of training studies?

Quick Look Group (QLG) – Analyze training requirements of each Service to determine level of commonality for proposed consolidation.

Detailed Analysis Group (DAG) – Develop notional program structure/POI and identify unique resource issues for proposed consolidation or collocation.

Resource Requirement Analysis (RRA) – Determine resource requirements (manpower, facilities, funding) necessary to implement proposed training.

Curriculum Review (CR) – Review curriculum as part of lifecycle management to ensure existing POI continues to meet Service requirements.

17. What happens after a training study?

Service Voting Members make a decision after the study report is published.

Resourcing

18. Does ITRO have funding sources to pay for program changes?

No. ITRO, the organization, does not have any funding sources. Services participating in a program provide funding to implement ITRO study decisions. BRAC paid for some of the initial METC standup costs but BRAC funding ended 15 September 2011.

19. What is the fair-share methodology?

It is a negotiated set of rules and processes approved by the Services' financial, manpower, and facilities offices. Services prorate costs based on average daily student load (ADSL).

20. What is ADSL, and why does ITRO use it to fair-share O&M and facilities?

The comptrollers determined that average daily student load (ADSL) is the appropriate measure for O&M fair sharing. Calculate ADSL by multiplying annual student throughput by course length, then divide by one year using the same units as course length. For ADSL purposes, one year is 50 weeks, 250 training days, or 2000 instruction hours. As an example, a 10 week course with 200 students annually has an ADSL of 40

$(200 \text{ students} \times 10 \text{ weeks}) / 50 \text{ weeks} = 40 \text{ ADSL}$