DEPARTMENT OF THE NAVY
NAVY MEDICINE EDUCATION AND TRAINING COMMAND
4075 DICKMAN ROAD, SUITE 308
JBSA FT SAM HOUSTON, TX 78234-7759

Canc: FRP
IN REPLY REFER TO
NMETCNOTE 1524
00
24 May 16

NAVMEDEDTRNGCOM NOTICE 1524

From: Commander, Navy Medicine Education and Training Command
To: Ships and Stations having Medical Department Personnel

Subj: 2016 JOINT SERVICE GRADUATE MEDICAL EDUCATION SELECTION BOARD APPLICATION PROCEDURES

Ref: (a) BUMEDINST 1524.1B
(b) SECNAVINST 1520.11A
(c) OPNAVINST 7220.17
(d) DoDI 6000.13
(e) BUMEDINST 1520.42

Encl: (1) Graduate Medical Education Preliminary Year (GME-1) Selection Goals
(2) Graduate Medical Education (GME) Full Time In-Service (FTIS) Selection Goals
(3) Full-Time Out Service (FTOS) and Other Federal Institution (OFI) Selection Goals
(4) Commanding Officer Endorsement Format

1. Purpose. To announce application procedures for academic year (AY) 2017 for Navy-sponsored Graduate Medical Education (GME) and health related education programs leading to an advanced degree, per references (a) through (e).

2. Scope. This notice applies to ships and stations having medical department personnel, Health Professions Scholarship Program (HPSP) students, Health Services Collegiate Program (HSCP) students, Uniformed Services University of the Health Sciences (USUHS) students, GME trainees in Navy Active Duty Delay for Specialists (NADDS), and Full-Time Out Service (FTOS) training.

3. Background. Joint scoring for the 2016 Joint Service Graduate Medical Education Selection Board (JSGMESB) will be held from Monday, 31 October 2016, through Friday, 4 November 2016 for Postgraduate Year-1 (PGY-1) and Postgraduate Year-2+ (PGY-2+) applicants. The Navy GME selection board will be held Monday, 14 November 2016 through Friday, 18 November 2016.

The Navy GME Office at Navy Medicine Professional Development Center manages Navy GME application processing and JSGMESB planning for Navy Medicine. GME Applications will be accepted from **1 July 2016 to 31 August 2016** via the Navy GME application web site (MODS) at: https://education.mods.army.mil/navymeded/UserLogon/userlogon.htm. Applications will not be accepted after **31 August 2016**. Waivers for this requirement will be considered on a case by case basis for personnel who were unable to meet the application deadline due to operational commitments. Navy-sponsored HPSP, HSCP and USUHS contractual agreements require that Navy sponsored medical students apply to Navy GME for their preliminary year of GME training.

a. The Flight Surgery (FS) and Undersea Medical Officer (UMO) selection committees are an integral part of the annual Joint Services Graduate Medical Education Selection Board (JSGMESB). FS and UMO applicants will not use the Navy GME application website to apply for these training programs. Reference (e), provides information regarding FS and UMO training.

b. All Joint GME training conducted in the National Capital Area (NCA) under the National Capital Consortium (NCC) are considered to be Full Time In-Service (FTIS).

4. Important Dates.

Friday, 1 Jul 2016	**Navy GME application website (MODS) Opens:** https://education.mods.army.mil/navymeded/UserLogon/userlogon.htm
Wednesday, 31 Aug 2016	**Deadline for ALL GME applications in the Joint GME Data System (MODS)** (not applicable to FS/UMO applications)
Saturday, 15 Oct 2016	**Submission deadline for required GME supporting documents and interviews**
Tuesday, 1 Nov 2016	**Deadline for PGY-1 applicants to submit ERAS application.**
Monday, 14 Nov 2016	**JSGMESB - Service Specific Selection Board convenes**
Thursday, 08 Dec 2016	**JSGMESB results released**
Friday, 30 Dec 2016	**Training acceptance deadline for Resident & Fellow Selectees**

5. Selection Process.

a. Precept. The JSGMESB is an administrative board governed by a formal precept promulgated by the Chief, Bureau of Medicine and Surgery (BUMED). The Precept appoints the Board President, a Medical Corps Flag Officer, voting members comprised of senior Medical Corps officers representing the broad diversity of the Navy Medical Corps, Board Recorders, and Advisors. In addition, the Selection Board Precept provides guidance for selecting applicants who have applied for Navy-sponsored GME, establishes the number of medical students and medical officers for selection and delineates the specialties and programs for which applicants may be selected, and establishes the selection goals by specialty for the upcoming AY.

b. Joint Service Panels. Joint Service Panels comprised of program directors, specialty leaders, and consultants from Navy, Army, and Air Force review applicant records and score tri-service residency and fellowship applications in their specialty. Each application is scored by one individual from each service.

c. Navy Specialty Panels. Navy specialty panels will be comprised of specialty leaders and program directors. Specialty leaders and program directors will score, review and recommend the selection and placement of Navy applicants to the Navy Board President and selection board members. Although training site preferences are considered by the selection board, applicants are considered for all available training sites and placed in accordance with the operational and MTF requirements to support the Navy and Marine Corps mission. The Navy Board President retains final authority for designating each Navy applicant as either a primary, alternate or non-select and submits board findings to the Chief, BUMED for final approval. Applicants requesting FTOS training may also be considered for Other Federal Institution (OFI) programs.

6. Availability of Programs. The AY-17 Medical Corps Training Plan approved, by the Chief, Medical Corps, determines GME billet availability.

a. Preliminary Year Applicants (PGY-1) have the option to apply for full civilian deferment in the Navy Active Duty Delay for Specialists (NADDS) program.

b. Current 1-year delay trainees are eligible to apply for continued deferment in the NADDS program, FTOS/OFI and FTIS programs.

c. Full-time In-Service (FTIS) slots are very competitive and HPSP/HSCP students are not guaranteed in-service training positions. Some HPSP/HSCP students may be deferred or selected to a one year delay in the NADDS program to complete their preliminary year. As such, every HPSP/HSCP student should have a back-up plan to train in the private sector if selected by the GMESB to the NADDS program or for a one year delay.

HPSP/HSCP students are required to apply in ERAS for full deferment to a civilian residency program or a civilian preliminary year program. HPSP students may be eligible for reimbursement of ERAS fees and should contact the Accessions HPSP program manager for guidance on obtaining reimbursement. Applicants selected for FTIS training are to contact the National Residency Match Program (NRMP) and withdraw their application for the civilian match once notified of selection to an FTIS program no later than 30 December 2016. Medical students who fail to apply for Navy GME via the MODS application site will be placed in a leave without pay status (LWOP) and required to apply for Navy GME the next academic year. Those who fail to apply are not authorized to apply or begin GME training in a civilian program.

d. Applicants for civilian programs that require a 12 to 18 month lead time to interview and compete in the NRMP may apply to the 2016 JSGMESB for FTOS or Release from Active Duty (RAD to NADDS) to enter the NADDS program beginning in AY-18 and AY-19. Applicants must indicate in the comments section of the application and personal statement the required lead time, whether the program requires the trainee to obtain a post-secondary degree (e.g. Master's in Public Health) while participating in the program, and the estimated cost to obtain the required degree. Applicants for RAD to NADDS must meet eligibility requirements per reference (b).

e. USUHS students are guaranteed by law and contractual agreement to be placed in an in-service program for their preliminary year of GME training. In addition, USUHS students may also apply for full deferment in the NADDS program. Placement into an in-service program will have priority over selection and placement into NADDS. USUHS students who apply for and selected to the NADDS program understand they will be superseded to the rank of Lieutenant and transferred to the Individual Ready Reserve and will not be eligible for military pay and allowances while participating in the NADDS program.

f. Applicants to the Residency in Aerospace Medicine (RAM) who do not hold a Flight Surgeon designation must also be eligible for selection to FS training. An additional year of obligated service will be incurred for training that leads to designation as a Naval Flight Surgeon.

g. Applications for a second clinical residency will be closely scrutinized by both Navy specialty committees and the Navy JSGMESB to determine if the needs of the Navy can best be served by encumbering training billets for individuals to train in a second specialty.

h. Pre-Selection requests for FTIS programs will be considered on a case by case basis by the Board President.

i. Applicants pre-selected for a GME program by a previous JSGMESB will forfeit their pre-selection if they apply to the 2016 JSGMESB. No waivers will be granted for this requirement.

j. Information about Navy GME programs can be obtained from individual program directors, specialty leaders and command website where the GME training is sponsored.

7. Training Eligibility. The Navy Personnel Command (PERS-4415) determines GME selection eligibility. PERS-4415 screens all applicants and ensures that applicants meet requirements for Navy or Department of Defense (DoD) tour-length requirements, promotion, transfer and compliance with physical readiness.

a. Applicants must not have failed their Physical Readiness Test (PRT) or Physical Fitness Assessment (PFA) within the last 18 months.

b. Applicants in a Failure of Selection (FOS) status who have sufficient obligated service, as determined by Navy Personnel Command, to complete a utilization tour after the completion of GME training are eligible to be considered for primary selection. Applicants in a FOS status who cannot complete a utilization tour, as determined by Navy Personnel Command, after the completion of GME training are eligible for alternate selection.

c. Applicants who have been deemed ineligible by Navy Personnel Command for factors such as time on station, projected rotation date (PRD), or Department of Defense (DoD) tour requirements will be notified by Navy GME Office and will have their application withdrawn from consideration by the 2016 JSGMESB.

d. Civilian physicians and reserve medical officers may be considered for Navy GME training. Civilian applicants must meet all requirements for initial appointment to active duty as a Medical Corps officer and be approved for commissioning prior to applying to the JSGMESB. Civilian applicants should contact the Medical Corps Career Planner, at phone number (703) 681-8937, prior to submitting an application for Navy-sponsored GME training. Reserve officers must be eligible and be approved by PERS-9 for recall to active duty in the Navy Medical Corps prior to submitting an application for Navy-sponsored GME. Selection of civilians and reserve medical officers is contingent upon manning needs and availability of training positions after all active duty applicants have been placed.

e. All applicants desiring deferment, continued deferment, extension of current program length or Navy sponsorship in FTOS and OFI programs must first apply to the JSGMESB. Applicants may have preliminary discussions, but are not authorized to commit to a civilian or OFI program unless selected as a primary select by the JSGMESB and approved by the Chief, BUMED.

8. GME Application. The application website can be accessed at: https://education.mods.army.mil/navymeded/UserLogon/userlogon.htm. Applicants are to log on with a Common Access Card (CAC) or an established logon identification (ID) and password. If a logon ID and password have not been previously obtained, the applicant will follow the procedures to request a logon ID and password on the application website. After logon, the applicant will access the website menu toolbar option "Application for GME" in order to complete all required application modules. This is the only method available for submitting an application for Navy-sponsored GME training. To ensure successful submission of an application, applicants should refer to the "Application Status" at the top of the page on the right. If "Not Applied" appears, the applicant is responsible for returning to any outstanding module to ensure it is submitted appropriately. Once "Applied" appears at the top of the page, the application and Curriculum Vitae (CV) have been submitted. The CV is automatically populated from the information entered on the application. There is no need to upload a separate CV. PGY-1 applicants (medical students) applying must also submit an application in the Electronic Residency Application Service (ERAS) at https://www.aamc.org/students/medstudents/eras/.

a. Requested Specialties and Programs

(1) Applicants will not be considered for more than two clinical specialties.

(2) Applicants may not apply for both a residency and a fellowship.

(3) Applicants may apply for up to two residencies as well as FS and/or UMO training.

(4) Selection to available Navy FTIS training positions will take precedence over selections to positions in other services or civilian GME programs. Although all DoD sites are listed on the MODS application web site, Naval personnel must apply to Navy GME programs at Navy GME training sites. Applicants interested in selection to positions in other services will discuss with their specialty leaders and if considered for selection must be submitted for an inter-service placement.

b. Current Contact Data. The applicant is responsible for updating their MODS applications with any changes to their contact information. Applicants will be able to modify contact data until **15 October 2016**.

c. Application Deadline. Initial applications for the 2016 JSGMESB must be submitted by the close of business **31 August 2016**. Applications will not be accepted after this date. Waivers of this requirement are not authorized.

d. Incomplete Applications. Applicants should check the status of their applications and supporting documents via the application website prior to **31 August 2016**. Incomplete applications will be forwarded to specialty committees for consideration unless the applicant withdraws his or her application in writing to the Navy GME Office at the following email address: usn.bethesda.navmedprodevctrmd.list.nmpdc-gme-sb@mail.mil.

e. Application Copies. Each applicant is responsible for retaining a copy of the completed GME application and all supporting documents submitted. The Navy GME Office will not provide copies of these documents to applicants or third parties, including civilian or military GME officials.

f. Medical Schools. The Navy GME Office will release selection results to medical schools, upon receipt of request and a release disclosure signed by the applicant.

9. Supporting Documents.

In addition to submitting an application through the application website, all applicants must submit supporting documents on the application website (section c, below). Documents are electronically placed with applications when uploaded.

a. PGY-1 applicants (medical students) applying for deferment in the NADDS Program must additionally apply and submit all required documents to ERAS at https://www.aamc.org/students/medstudents/eras/. Medical students are advised to follow guidance from their medical school regarding activation of their ERAS application.

b. All supporting documents are to be uploaded directly into the application website. If a document must be submitted to the Navy GME Office to be uploaded it must be labeled with applicant full name, applicant ID, and medical school name (e.g. applicant name_AppID_medschool). Interested parties that do not have the capability to upload documents to the Navy GME application website can send documents after 1 July 2016, via email to usn.bethesda.navmedprodevctrmd.list.nmpdc-gme-sb@mail.mil or send to the below address (please note, email is preferred, as it may take up to 3 weeks for items to reach this office):

Navy Medicine Professional Development Center
ATTN: Navy GME Office
Code 1WMC11
Building 1, T-15, Suite 15156
8955 Wood Road
Bethesda, MD 20889-5628

c. Required documents. Documents uploaded by applicants are not required to be labeled in any specific manner. Documents submitted directly to the Navy GME office are required to be labeled as follows: MODSAPPID_LASTNAME_SHORT DESCRIPTION OF DOCUMENT (e.g. 000001_JONES_TRANSCRIPT).

(1) **Medical School Transcripts with date of degree conferral**. Date of conferral not required for current medical students.

(2) **Dean's Letter or Medical Student's Performance Evaluation (MSPE)**.

(3) **Licensure Examination**. Results of all Steps I through III of licensure examinations (United States Medical Licensing Examination [USMLE] or Comprehensive Osteopathic Medical Licensing Examination [COMLEX]). Step III is NOT required for current medical students and interns. Applicants will not be ordered to Active Duty until meeting all USMLE/AOA step exam requirements.

(4) **Command Endorsement**. Format shown in enclosure (4). Please note that the endorsement must include a statement attesting that the applicant has not failed a PFA and has been within Body Composition Assessment (BCA) standards for the last 18 months and is eligible for transfer in the July 2017 timeframe.

(5) **Fitness Reports (FITREPs)**. Copies of the five most recent FITREPs. This is NOT required for medical students and interns.

(6) **Personal Statement**. Required for all applications.

(7) **Letters of Recommendation**. One letter from a senior physician in the applicant's chain of command and one letter from a staff physician in the specialty for which the applicant is applying are highly encouraged.

(8) **Training Evaluation(s)**.

(a) Applicants currently training in a Military Treatment Facility (MTF). The applicant's current program director must complete the "Program Director Recommendation Form" electronically via the MODS application website.

(b) Applicants currently in training in a civilian institution. The current program director must submit a "Program Director Letter of Recommendation." The program director or applicant will upload the letter via the application website.

(c) Applicants not currently in training. Provide a Summative End of Training Evaluation (SETE) Form for each period of GME training previously completed.

To obtain a copy of the SETE from previous training applicants should contact the GME Program Coordinator where GME training was completed.

d. Interview. All applicants are required to interview with the program directors at the FTIS sites listed in their application. Applicants requesting FTOS/OFI/NADDS must interview with their specialty leader and it is recommended the applicant arrange an interview with the program director of the program they are requesting to train. Applicants are encouraged to arrange for timely interviews (June-September) with program directors and/or specialty leaders. Contact information can be found on the application website. Interviews must be completed in MODS by Specialty Leaders and Program Directors by **15 October 2016**.

10. Selection Notification. Selection results for the 2016 JSGMESB will be released and available on or about **8 December 2016**.

a. **Preliminary year applicants (HPSP, HSCP, and USUHS)** may not decline selection.

b. **Residency and fellowship applicants** selected for GME must notify the Navy GME Office and their command by **30 December 2016** of their decision to accept or decline training. Interns selected for FS training must notify the Aerospace Medicine Specialty Leader of their decision to accept or decline FS training. Those selected for UMO training must notify the Undersea Medicine Specialty Leader of their decision to accept or decline UMO training. The notification deadline date and contact information for FS and UMO is included in reference (e).

c. Specific procedures for accepting or declining residency or fellowship training will be provided with the online results of the 2016 JSGMESB on the MODS application website. Individuals selected for more than one training program (GME, FS, and/or UMO) may accept only one program. Acceptance of either the FS or UMO program will result in forfeiture of any additional selection as a primary or alternate candidate for GME training. Failure to notify the Navy GME Office by the required deadline will result in the loss of the training opportunity. No waivers will be granted.

11. Special Pay and Obligated Service. Reference (c) contains policy governing special pays for Medical Corps officers. Paragraph 220(1)(d) in enclosure (1) of reference (c) is germane to Medical Corps officers beginning initial residency (GME-2+) training. Reference (d) addresses obligated service for GME training.

12. Additional Information.

a. GME application website: https://education.mods.army.mil/navymeded/UserLogon/userlogon.htm.

b. For questions regarding applying for Navy sponsored GME training, e-mail the Applications and Placement Program Manager at: usn.bethesda.navmedprodevctrmd.list.nmpdc-gme-sb@mail.mil or visit Navy GME on Facebook at https://www.facebook.com/NavyGME.

13. This notice may be reproduced locally and should be provided in its entirety to individuals requesting Navy sponsored GME training.

R. J. McCORMICK-BOYLE

GRADUATE MEDICAL EDUCATION-PRELIMINARY YEAR (GME-1) SELECTION GOALS

SPECIALTY	FM	GEN SURG	IM	NEURO SURG	OB/ GYN	ORTHO	OT O	PED	PSYCH	TRAN	EM	Total
*NADDS OPPORTUNITIES	YES	YES		YES		YES			YES		YES	
TRAINING SITE												
Naval Hospital Camp Lejeune	9											9
Naval Hospital Camp Pendleton	13											13
Naval Hospital Jacksonville	13											13
NCC Family Medicine Fort Belvoir	5											5
Walter Reed National Military Medical Center		8	18	1	2	3		2	4	12		50
Naval Medical Center Portsmouth		12	19		3	4		5	6	22	10	81
Naval Medical Center San Diego		12	20		5	5		7	6	22	10	87
Total	40	32	57	1	10	12	0	14	16	56	20	258

-GME positions listed herein are projections and subject to change in accordance with operational and military treatment facility manning requirements

*-Deferment applications will be considered for Anesthesia and Neurology.

GRADUATE MEDICAL EDUCATION (GME)
FULL TIME IN-SERVICE (FTIS) SELECTION GOALS

SPECIALTY	INCUMBENT INTERN SELECTIONS AUTHORIZED	REMAINING FTIS RESIDENCY AUTHORIZED SELECTIONS	FTIS FELLOWSHIP AUTHORIZED SELECTIONS	TOTAL FTIS SELECTION GOAL
Aerospace Medicine	0	8	-	8
Anesthesiology	2	14	-	16
Pain Management	-	-	2	2
Dermatology	0	7	-	7
Emergency Medicine	12	8	-	20
Family Medicine	16	18	-	34
OB	-	-	1	1
Sports	-	-	3	3
General Surgery	7	4	-	11
Internal Medicine	19	8	-	27
Allergy/Immunology	-	-	0	0
Cardiology	-	-	1	1
Endocrinology	-	-	0	0
Gastroenterology	-	-	2	2
Hematology/Oncology	-	-	0	0
Infectious Disease	-	-	2	2
Nephrology	-	-	0	0
Pulmonary/ Critical Care	-	-	5	5
Rheumatology	-	-	0	0
Neurology	*	2	-	2
Neurosurgery	0	0	-	0
Obstetrics/Gynecology	9	1	-	10
Urogynecology	0	0	1	1
Occupational Medicine	0	0	-	0
Ophthalmology	0	4	-	4
Orthopedic Surgery	7	5	-	12
Otolaryngology	2	2	-	4
Pathology	0	4	-	4
Dermatopathology	-	-	1	1
Pediatrics	5	5	-	10
Gastroenterology	-	-	1	1
Neonatology	-	-	1	1
Physical Medicine and Rehab	0	0	0	0
Psychiatry	3	10	-	13
Child	0	0	1	1
Forensic	0	0	1	1
Radiation Oncology	0	0	0	0
Radiology	0	8	-	8
MSK	-	-	1	1
Body Imaging	-	-	0	0
Urology	0	2	-	2
TOTAL	82	110	23	215

- : No goal/Not Applicable.
* Can choose either incumbent interns or returning applicants.
RAD to NADDS selections will be considered in accordance with SECNAVINST 1520.11a of 14 SEPT 2015.

FULL TIME OUT SERVICE (FTOS) AND OTHER FEDERAL INSTITUTION (OFI) SELECTION GOALS

	AY-17		Pre-Select AY-18		Pre-Select AY-19	
Specialty	**R**	**F**	**R**	**F**	**R**	**F**
Anesthesiology						
Pediatric	-	1	-	2	-	0
Cardiac	-	2	-	2	-	0
Dermatology						
MOHS	-	-	-	1	-	1
Family Medicine						
Family Medicine	5	-	0	-	0	-
Faculty Development	-	1	-	0	-	0
General Surgery						
General Surgery	3	-	0	-	0	-
Cardiothoracic	-	0	-	2	-	0
Colorectal	-	0	-	1	-	1
Minimally Invasive Surgery	-	0	-	1	-	1
Trauma/Critical Care	-	1	-	1	-	2
Vascular Surgery	-	0	-	1	-	0
Internal Medicine						
Cardiology - Interventional	-	0	-	1	-	0
Geriatrics	-	1	-	0	-	0
Neurosurgery						
Endovascular	-	0	-	1	-	0
Spine	-	0	-	0	-	1
OB/GYN						
Reproductive Endocrinology	-	1	-	0	-	0
Maternal Fetal Medicine	-	1	-	0	-	0
Occupational Medicine (includes NCC)	4	-	0	-	0	-
Ophthalmology						
Glaucoma	-	1	-	0	-	0
Retina	-	0	-	1	-	0
Orthopedics						
Hand	-	1	-	2	-	0
Total Joint	-	1	-	1	-	0
Sports	-	1	-	2	-	0
Trauma	-	0	-	1	-	1
Otolaryngology						
Neurotology	-	0	-	1	-	0
Pathology						
Hematopathology	-	1	-	0	-	0
Pediatrics						
Adolescent	-	1	-	0	-	0
Developmental	-	2	-	0	-	0
Hematology/Oncology	-	1	-	0	-	0
Pulmonology	-	0	-	1	-	0

	AY-17		Pre-Select AY-18		Pre-Select AY-19	
Specialty	**R**	**F**	**R**	**F**	**R**	**F**
Preventive Medicine	4	-	0	-	0	-
Psychiatry						
Child	-	1	-	0	-	0
Radiology						
Neuroradiology	-	0	-	1	-	0
Hyperbaric	-	1	-	0	-	0
Urology						
Urology (EVMS)	1	-	0	-	0	-
Infertility	-	1	-	0	-	0
Total	17	20	0	23	0	7
AY Totals	37		23		7	

R = Residency F = Fellowship
-: Zero Goal or N/A

COMMANDING OFFICER ENDORSEMENT FORMAT
MUST BE ON COMMAND LETTERHEAD

1524
Ser Info
Date

FIRST ENDORSEMENT on RANK First Name Last Name, MC, USN, 2100

From: Commander, Name of Command

To: Commanding Officer, Navy Medicine Professional Development Center (Code 1WMC11), 8955 Wood Rd, Bethesda, MD 20889-5628

Subj: REQUEST FOR TRAINING IN GRADUATE MEDICAL EDUCATION

1. Forwarded, recommending approval.

2. Subject Named Officer (SNO) is in compliance with physical readiness and body fat standards and meets requirements for transfer.

3. Any additional remarks (required if not recommending approval or not within standards).

Commanding Officer Signature Line

Copy to:
Subject Named Officer