



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

BUMEDINST 1410.1B  
BUMED-N01C  
4 Mar 2026

BUMED INSTRUCTION 1410.1B

From: Chief, Bureau of Medicine and Surgery

Subj: MILESTONE QUALIFICATION PROGRAM FOR ACTIVE COMPONENT  
MEDICAL DEPARTMENT OFFICERS

Ref: (a) NAVPERS 15560D  
(b) CNO 34 Charge of Command of 7 Nov 2025

Encl: (1) Commanding Officer's Letter of Recommendation for Career Milestone Screening  
Application Template

1. Purpose. To provide application guidance for active component career milestone screening. This instruction is a complete revision and should be reviewed in its entirety.
2. Cancellation. BUMEDINST 1410.1A.
3. Scope and Applicability. This instruction applies to all Navy Medicine (NAVMED) activities and NAVMED personnel seeking assignments to NAVMED career milestone billets.
4. Background. Officer communities may designate a limited number of billets as milestone billets that represent positions of leadership analogous to command or for positions that require a comprehensive knowledge base of program management as requirements and that are entrusted with inherent special trust as an advisor to a command's Triad (e.g., chief medical officer (CMO), director for administration (DFA), etc.). Like the command screening process, milestone screening identifies individuals whose records indicate they possess the leadership abilities required to successfully execute the duties associated with NAVMED career milestone billets. A list of NAVMED career milestone billets along with the application as designated by Surgeon General of the Navy, can be found on NAVMED's Executive Medicine SharePoint site, <https://esportal.med.navy.mil/bumed/m00/m00c/Pages/executive-medicine.aspx>. Reference (a), Naval Military Personnel Manual (MILPERSMAN), article 1301-815 provides additional guidance on medical department milestone screening board processes. All medical department officers will be milestone screened prior to assignment to a milestone position. Career milestone billets require specialized healthcare leadership expertise, experience, and a documented career progression that prepares an officer for the duties and responsibilities associated with these positions. Opportunities include officer in charge (OIC), DFA, chief nursing officer, CMO or operational surgeon, chief dental officer, and expeditionary medicine director, and military research science director.

5. Milestone Billet Eligibility

a. Experience. Personnel interested in milestone billets must:

(1) Have a documented track record of success in leadership and non-leadership positions.

(2) Have a pattern of successful progression of experience within a medical treatment facility (MTF), Navy Medicine Readiness and Training Command (NAVMEDREAD-TRNCMD), dental treatment facility, or non-MTF (i.e., research or support functions), or operational tours with increasing scope of accountability and responsibility.

b. Knowledge, Skills, Attributes, and Outcomes. Per reference (b), available via the Executive Medicine SharePoint site , NAVMED leaders and career milestone billet applicants must:

(1) Have a comprehensive understanding of the NAVMED enterprise's operational mission.

(2) Have a firm foundation and understanding of business principles and practices.

(3) Have the ability to function successfully in a complex organization.

(4) Have the ability to communicate effectively in public and private forums.

(5) Understand strategic and risk communication.

(6) Have the ability to provide timely and constructive feedback utilizing established civilian and military personnel evaluation systems.

(7) Epitomize the Navy Core Values, military bearing, and physical fitness.

(8) Develop subordinates.

(9) Have knowledge and understanding of clinical privileging process, quality improvement, and safety principles and practices, as applicable.

c. Additional Requirements. Expectation is that selectees must:

(1) Be universally assignable and able to meet permanent change of station parameters. Rare exceptions may be considered but must be communicated during the application process. Officers that are unsure if they meet permanent change of station parameters for the current

fiscal year career milestone assignment should discuss with their detailer prior to applying. Applicants will be approved by Medical Officer Assignment Naval Personnel Command (PERS-4415) for eligibility determination.

(2) Meet physical fitness assessment standards. No failures in either category within the last three cycles.

(3) Have completed, have a confirmed seat for, or is actively participating in a Quality and Safety Leadership Academy cohort prior to the end of their tour.

#### 6. Criteria for Selection to Milestone Billets

##### a. Career milestone selectees must:

(1) Be able to simultaneously manage multiple tasks and prioritize.

(2) Understand key administrative programs including, but not limited to, civilian personnel, military manpower, patient administration and managed care, health information management, logistics and supply chain, and facility management.

(3) Demonstrate sound decision-making ability, skill to interact successfully with personnel at all levels of the organization and be an effective leader and mentor.

(4) Demonstrate evidence of lifelong learning (i.e., professional affiliation, service schools, additional qualification designators). Special consideration will be given to candidates who have completed Joint Professional Military Education, but it is not required.

##### b. OIC must:

(1) Be in or selected for the grade of commander (O-5) or captain (O-6). Lieutenant commanders (O-4) will be considered if their application receives an endorsement from their respective corps chief. The corps chiefs' office will be responsible for the endorsement of O-4s.

(2) Have a range of assignments such as MTF, NAVMEDREADTRNCMD, Fleet, staff, overseas, research, support, or recruiting. For MTF or NAVMEDREADTRNCMD positions, a minimum of one MTF or NAVMEDREADTRNCMD tour within the last 5 years is preferred. Demonstrated progression in leadership assignments should include, at a minimum, department head experience. Staff officer and operational experience is desired; success in challenging environments (i.e., operational and staff) will prepare applicants for managing complex issues and multiple tasks. Ideal candidates will have previous assignment history in the type of command which they are applying.

(3) For dental specific assignments, candidates must have successfully completed a middle level management assignment at an MTF, NAVMEDREADTRNCMD, or dental battalion.

c. DFA must:

(1) Be a Medical Service Corps (MSC) officer and in or selected for the grade of O-5 or O-6. O-4s will be considered if their application receives an endorsement from the MSC Chief. The corps chiefs' office will be responsible for the endorsement of O-4s.

(2) Have a variety of assignments such as MTF, NAVMEDREADTRMCMD, Fleet, staff, overseas, or recruiting. For MTF or NAVMEDREADTRNCMD positions, a minimum of one MTF or NAVMEDREADTRNCMD tour within the last 5 years is preferred. Demonstrated progression in leadership assignments should include, at a minimum, department head experience. Staff officer and operational experience is desired; success in challenging environments will prepare applicants for managing complex issues and multiple tasks.

d. Chief Nursing Officers must:

(1) Be a Nurse Corps officer as a senior O-5 (with demonstrated leadership experience), selected for O-6, or O-6.

(2) Demonstrate progression in leadership roles (department head, assistant director, OIC). Successfully completed MTF or NAVMEDREADTRNCMD middle or senior level management assignments.

(3) Have experience in leading the development of nursing professionals. Possess thorough knowledge of fundamentals, theories, principles, and practices of quality improvement methodologies.

(4) Have familiarity with principles of healthcare management, biostatistics, and military and civilian healthcare financial management.

(5) Have familiarity with regulatory and accreditation standards.

(6) Have knowledge of high reliability principles and implications of standards for quality care and quality measurement.

e. CMO or Operational Surgeon must:

(1) Be a Medical Corps officer and be in or selected for the grade of O-5 or O-6.

(2) Have board certification in respective specialty.

(3) Demonstrate progression in leadership roles (department head, assistant or associate director, OIC, or operational assignments). Successfully completed MTF or NAVMEDREADTRNCMD middle or senior level management assignments.

(4) Have experience in leading the development of medical professionals. Possess thorough knowledge of fundamentals, theories, principles, and practices of quality improvement methodologies.

(5) Have experience with principles of healthcare management, biostatistics, and military and civilian healthcare financial management.

(6) Have experience with regulatory and accreditation standards, including accreditation standards for Graduate Medical Education.

(7) Have knowledge of high reliability principles and implications of standards for quality care and quality measurement.

f. Chief Dental Officer must:

(1) Be a Dental Corps officer and be in or selected for the grade of O-5 or O-6. O-4s will be considered if their application receives an endorsement from the Dental Corps Chief. The corps chiefs' office will be responsible for endorsements.

(2) Demonstrate progression in leadership roles (department head, assistant director, OIC) and successfully complete MTF or NAVMEDREADTRNCMD or dental battalion middle or senior level management assignments.

(3) Have experience in leading development of dental professionals. Possess thorough knowledge of fundamentals, theories, principles, and practices of quality improvement methodologies.

(4) Have familiarity with regulatory and accreditation standards.

(5) Have knowledge of high reliability principles and implications of standards for quality care and quality measurement.

g. Expeditionary Medicine Directors must:

(1) Be an officer and either in or selected for the grade of O-5 or O-6. O-4s will be considered if their application receives an endorsement from their respective corps chief. The corps chiefs' office will be responsible for the endorsement of O-4s.

(2) Have a variety of assignments such as MTF, NAVMEDREADTRNCMD, Fleet, staff, overseas, or recruiting. Demonstrated progression in leadership assignments should include, at a

minimum, department head experience. Staff officer and operational experience are desired; success in challenging environments (operational and staff) will prepare applicants for managing complex issues and multiple tasks.

(3) Warfare qualification is strongly preferred.

h. Military Research Science Directors must:

(1) Be an MSC Healthcare Science officer, Nurse Corps officer, Dental Corps officer, or Medical Corps Infectious Disease and Preventive Medicine officer with a research focused doctor of philosophy (Ph.D.) or the researcher AQD (6ZF) and in, or selected for, the grade of O-5. O-4s will be considered on a case-by-case basis and require an endorsement from their corps chief.

(2) Have experience in a variety of assignments within research and development to include at least one prior assignment in Naval Medical Research and Development. At least one prior assignment to an outside of the continental United States Naval Medical Research Unit is preferred for Military Research Science Director positions at outside of the continental United States Naval Medical Research Unit locations. Demonstrated progression in leadership assignments should include, at a minimum, department head experience. Staff officer and operational experience are desired; success in challenging environments will prepare applicants for managing complex issues and multiple tasks.

(3) Possess a Ph.D., doctor of dental surgery (D.D.S.), doctor of medicine (M.D.), or doctor of osteopathic medicine (D.O.) with research experience indicated by the researcher additional qualification designation (AQD) (6ZF).

## 7. Application Process

a. Officers desiring to be considered for the current fiscal year career milestone screening board must submit the information in subparagraphs 7b(1) through 7b(3) before the designated deadline.

b. Banked officers are required to submit the requirements listed in subparagraphs 7b(1) through 7b(3) before the designated deadline.

(1) Complete the Milestone Screening Application located on the Executive Medicine SharePoint site.

(2) Commanding officer letter of recommendation for all applicable career milestone billets.

(3) Curriculum vitae and biography.

c. Only applicants that submit a screening package prior to the submission deadline will be eligible for screening.

d. Applications must be submitted via the portal located on NAVMED's Executive Medicine SharePoint site.

e. Applications must be received no later than 15 May. Incomplete or late applications will not be considered by the board.

8. Medical Department Career Milestone Screening Board

a. Medical Department Officer Distribution Branch (PERS-4415) serves as the Career Milestone Screening Board sponsor.

b. Board Membership. Board membership must include:

(1) Medical Department Flag Officer serving as the Board President.

(2) The chief (or director) of the Medical Corps, Dental Corps, Medical Service Corps, and Nurse Corps or their appointed deputy chief (or deputy director).

(3) Other Medical Department Flag Officers as appointed by the Surgeon General of the Navy.

(4) PERS-4415 will assign the head recorder and assistant recorders, as required.

c. Previously banked or screened officers will rescreen if the date of the last screening exceeds 4 years at the time of board. Banked officers who have successfully screened and applied for the current fiscal year opportunities will be considered.

d. Applicants who successfully screen may be considered for assignment to any career milestone (e.g., OIC, DFA, etc.) for which they are eligible. Consideration will be given for the categories selected on the application; however, if slated, the assignment will be based on the "needs of the Navy." Officers who apply for career milestone screening should do so with this in mind and be willing to accept the position for which they are slated.

e. Applicants who successfully screen will be assigned the AQD Milestone Eligible 68O. Applicants with the Milestone Eligible 68O AQD are milestone eligible and considered banked.

f. Those officers who do not successfully screen are encouraged to ask their detailer for counseling and guidance when notified of their status.

g. Following the release of the Milestone Screening Board, PERS-4415 will enter the AQD Milestone Eligible code 68O into each officer's record that is successfully screened. If any officer is de-screened, PERS-4415 will remove the Milestone Eligible code 68O.

h. At the successful completion of a Milestone assignment, officers will notify their PERS-4415 detailer to ensure that the Milestone Qualified 68P AQD is added to their record.

9. Descreening Process for Officers with Milestone Qualified 68P and Milestone Eligible 68O AQDs

a. Descreening is the process of removing AQD codes based on performance in the position that qualifies the officer for the AQD. Officers who do not successfully screen (i.e., pass the milestone screening board) cannot be descreened as they have not been awarded an AQD and therefore it cannot be removed.

b. Process

(1) Regional NAVMED commanders, when made aware of declining performance of a milestone slated officer, will be required to notify the officer's corps chief for review of their AQD(s).

(2) Corps chiefs, corps chief deputies, regional commanders, and regional deputy commanders will be responsible for reviewing the performance of the officer and determining if the officer is fit to serve in milestone or command assignments in the future. To make this determination, they will review:

(a) Officer's military record, specifically their most recent performance evaluations.

(b) Investigation findings, reports, and related supporting documents, if any.

(c) Recommendations from the officer's immediate chain of command.

(d) Written statements from the officer being considered, if submitted. The statements from the officer being considered will only speak to their motivations to continue to serve in leadership positions in the future. Letters will be addressed to their regional NAVMED commander and corps chief.

(3) Corps chiefs will recommend:

(a) Permanent removal of the AQD(s) with no reinstatement.

(b) Removal of AQD(s). After a non-milestone tour, the officer will require corps chief's approval to reinstate AQD. If approved, the officer will not need to reapply as an unscreened officer. If not approved, the officer will need to reapply as an unscreened officer.

(c) Removal of AQD(s). After a non-milestone tour, the officer will require corps chief's approval to apply as an unscreened officer.

(d) Officer retains their AQD(s) and can apply for milestone during the next milestone slating cycle. Officer will apply as a screened officer.

(4) Deputy Surgeon General of the Navy will be the first reviewer of the recommendation from the corps chief and will make a final recommendation to the Surgeon General of the Navy.

(5) Surgeon General of the Navy will make final determination on the removal of AQD(s).

(6) Officer will receive determination letter. PERS 4415 will receive a copy of determination letter and take appropriate action.

10. Process for Officers Who Refuse Milestone Assignments. When an officer has been screened for milestone but refuses their milestone assignment, the procedures in subparagraphs 10a through 10g apply:

a. An officer indicating refusal of their milestone assignment will be required to meet with their deputy corps chiefs to discuss and review their assignment.

b. After reviewing with their deputy corps chief and a determination is made to pursue a refusal of their milestone assignment, the officer will be required to submit an official request to the Surgeon General of the Navy.

c. The official request will be routed through their deputy corps chief, corps chief and Deputy Surgeon General of the Navy. Corps chiefs will provide a recommendation to the Deputy Surgeon General of the Navy.

d. The Deputy Surgeon General of the Navy will review the corps chiefs' recommendation and make a final recommendation to the Surgeon General of the Navy.

e. The Surgeon General of the Navy will make final determination on whether the refusal of a milestone assignment will be granted and the need for the removal of AQD(s). If removal of AQD(s) is determined, then the de-screening procedures in paragraph 9 of this instruction apply.

f. Officer will receive the Surgeon General of the Navy determination letter. PERS-4415 will receive a copy of determination letter and take appropriate action.

g. Officers who refuse their assignment will be subject to the needs of the Navy for future orders that are required to fulfill remaining obligated service. Officers who voluntarily refuse their assignment will resign their AQD and will have to apply in the future as an unscreened officer.

#### 11. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Assistant for Administration, Directives and Records Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager or the OPNAV Records Management Program (DNS-16).

12. Review and Effective Date. Per OPNAVINST 5215.17A, BUMED-N01C will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of War, Secretary of the Navy and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.



R. FREEDMAN  
Acting

#### Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Navy Medicine Web site, <https://www.med.navy.mil/Directives>

BUMEDINST 1410.1B  
4 Mar 2026

COMMANDING OFFICER'S LETTER OF RECOMMENDATION FOR  
CAREER MILESTONE SCREENING APPLICATION TEMPLATE  
(command letterhead)

1410  
Ser/  
DD Mmm YYYY

From: Commanding Officer, [insert command name]  
To: President, Medical Department Career Milestone Screening Board

Subj: LETTER OF RECOMMENDATION FOR CAREER MILESTONE SCREENING  
IN CASE OF CAPTAIN IMA SAILOR, [ENTER CORPS], UNITED STATES NAVY

1. [Commanding officer's certification]. This officer served as \_\_\_\_\_. I personally observed this officer's performance in this capacity.
2. [Commanding officer's justification]. Briefly describe the officer's performance while in your command and potential for leadership in milestone billet positions.
3. [Commanding officer's verification]. I certify that the candidate is within body composition assessment standards with no failures within the last six PFA cycles and has not had medical waivers for two consecutive Physical Readiness Program cycles.
3. [Commanding officer's endorsement]. I give my \_\_\_\_\_ recommendation that rank \_\_\_\_\_ be selected for assignment for an [insert position title] career milestone position in Navy Medicine.

commanding officer's signature

Copy to:  
Service member

Enclosure (1)