



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

IN REPLY REFER TO
BUMEDINST 1500.32A
BUMED-M7
2 Jun 2022

BUMED INSTRUCTION 1500.32A

From: Chief, Bureau of Medicine and Surgery

Subj: TRAINING REQUIREMENTS INTEGRATION PROCESS

Ref: (a) OPNAVINST 1500.76D
(b) BUMEDINST 1500.35

Encl: (1) Training Requirement Integration Process Flowchart
(2) Training Requirement Integration Process Procedures
(3) Training Requirement Analysis Request (Template)
(4) Training Requirement Description
(5) Curriculum Control Authority Response to Requirement Advocate for Training Requirement Analysis (Template)
(6) Program Management Plan (Example)
(7) Requirement Advocate to Resource Advocate for Funding Support Decision
(8) Resource Advocate Funding Decision Notification to Requirement Advocate
(9) Resource Advocate Endorsement to Training Agent

1. Purpose. To establish policy and guidance to integrate new training requirements into Navy Medicine training. This policy establishes a standardized, repeatable, and defensible process that maintains existing requirements and integrates new requirements into Navy Medicine training. Once created, each course requires periodic lifecycle maintenance review to ensure course curriculum remains aligned with existing or evolving training objectives. The review may also result in course cancellation if the training requirement no longer exists. This revision identifies and clarifies the processes and procedures associated with formal training course creation and lifecycle maintenance including key stakeholders roles, responsibilities, and documentation requirements. This is a complete revision and should be reviewed in its entirety.

2. Cancellation. BUMEDINST 1500.32.

3. Scope and Applicability. This instruction supplements references (a) and (b) and applies to the submission of new, formal training requirements to the Navy Medicine training domain supporting operational readiness for which:

a. Naval Medical Forces Support Command (NAVMEDFORSUPCMD) is or will be the training agent and curriculum control authority supporting course development, delivery, and lifecycle maintenance.

b. No Navy training system plan training requirement exists.

4. Background. The process required to transform a Navy Medicine formal training course proposal into an approved, funded course of record can be challenging, with funding typically the most difficult aspect associated with formal training course creation. This instruction was revised to align Bureau of Medicine and Surgery (BUMED) and Naval Education and Training Command processes. Furthermore, it clarifies how the BUMED process works, including who is involved, key aspects that must be considered and addressed, timeline targets for course delivery, and course management responsibility once it becomes a course of record.

5. Policy

a. Any request to create a new Navy Medicine formal training course will be coordinated through BUMED's governance bodies for review and decision and will have an identified requirement advocate and resource advocate. For the purposes of this instruction, the requirement advocate serves as the requirement point of contact (POC) to all stakeholders, facilitating subject matter expertise and support for each initiative. The resource advocate serves as the resourcing POC, identifying and procuring funds required to create and implement the requirement. These two advocates are critical to successfully translate a training course proposal into a formal training course of record. Roles, responsibilities, and procedures prescribed in this instruction will be followed to ensure process standardization and consistency.

b. Requests generated by commands external to the budget submitting office 18 (e.g., budget submitting offices 27, 60, or 70) are formally routed for review and validation through Department of the Navy channels and, if validated, are then formally tasked for action through the Chief, BUMED. Training and Education (BUMED-M7) will serve as the task lead and central coordinating body with all stakeholders for these echelon 1 validated tasks.

6. Responsibilities

a. BUMED Deputy Chiefs will:

(1) Review, accept, and make approval recommendation for any new, unfunded formal training requirement proposal generated by a subordinate code.

(2) Ensure any subordinate code generated training requirement proposal, recommended for approval, is routed through Navy Medicine's enterprise governance process for review and leadership decision, to include a funding decision, before proceeding with any additional action.

(3) Designate a requirement advocate and resource advocate for all new, Navy Medicine leadership approved, formal training course proposals generated by a subordinate code.

(a) Ensure the resource advocate coordinates and manages funding issues associated with each validated formal training course proposal.

(b) Ensure the requirement advocate and resource advocate complete all actions as shown in enclosures (1) through (9).

b. BUMED Assistant Deputy Chiefs will:

(1) Ensure Navy Medicine new formal training course proposals generated by an action officer within their code are fully justified and formally coordinated with other BUMED M-code stakeholders who manage enterprise resources that may be required for course development and execution.

(2) Clear code task responses associated with Navy Medicine formal training course lifecycle management review activities.

(3) Assist BUMED requirement advocates and resource advocates with M-code subject matter expertise to address and resolve training requirement planning, development, implementation, and sustainment issues. In particular:

(a) Manpower and Personnel (BUMED-M1) will advise on manpower requirements to include faculty and student billets to meet training requirements and plan, program, budget, and execute for manpower resource requirements.

(b) Fleet Support and Logistics (BUMED-M4) will advise on any proposals requiring changes to existing facilities or requests for new construction.

(c) BUMED-M7 will facilitate communication and coordination between all stakeholders once a training requirement proposal is approved by Navy Medicine leadership via the enterprise governance process.

c. BUMED Deputy Corps Chiefs and Corps Deputy Directors will:

(1) Ensure Corps-generated, new formal training course proposals are fully justified and appropriately coordinated through all affected stakeholders and the BUMED enterprise governance process for review and decision, to include funding decision, before proceeding with any further action.

(2) Designate a requirement advocate and resource advocate for any Corps-specific, new formal training course proposal.

(a) Ensure the resource advocate coordinates and manages funding issues associated with each validated formal training course proposals.

(b) Ensure the requirement advocate and resource advocate complete all actions as shown in enclosures (1) through (9).

(3) Support Navy Medicine formal training course development and lifecycle management activities via identification of subject matter experts to serve on training development and lifecycle management projects.

(4) Clear their respective Corps' coordinated response for any formal tasking associated with Navy Medicine formal training course lifecycle management review activities.

d. BUMED-M7 will:

(1) Serve as the single point of entry for all training requirements submitted to the Navy Medicine training domain.

(2) Ensure new training requirements received for action comply with this instruction and enclosure (2) process and procedure requirements.

(3) Provide training on the training requirements integration process to requirement and resource advocates, and the Navy Medicine training domain, as required.

(4) Provide policy and guidance to support the integration of training requirements into Navy Medicine training.

(5) Designate a code POC to serve as stakeholder liaison and lead for each new training requirement integration effort, from initial receipt through to course integration into Navy Medicine training.

(6) Scope each new training requirement, coordinating with the requirement advocate and, as needed, NAVMEDFORSUPCMD and other stakeholders to thoroughly identify and clarify the training requirement specifics before the request is sent for action to NAVMEDFOR-SUPCMD.

(7) Formally task the training requirement, for action, to NAVMEDFORSUPCMD.

(8) Ensure task deliverables, from all stakeholders, are provided and archived.

(9) Assist NAVMEDFORSUPCMD, as required, to ensure efficient, effective, and timely training requirement disposition is achieved.

e. NAVMEDFORSUPCMD will:

(1) Complete command-specific training course end-to-end process procedures as stated in enclosure (2) beginning at Step (4).

(2) Execute administrative actions associated with the Catalog of Training Courses and Corporate Enterprise Training Activity Resource Systems to include adding new courses, revising existing course content, or deleting a course.

- (3) Plan, program, budget, and execute to sustain all Navy Medicine formal training courses.
- (4) Comply with policy and guidance stated in this instruction and enclosure (2).
- (5) Only accept training requirements routed through BUMED-M7.
- (6) Refer all inquiries concerning new course development, revision, modification, or cancellation to BUMED-M7.
- (7) Develop and maintain a program management plan (PMP) for each project's duration.
- (8) If requested, develop a rough order of magnitude (ROM) that reflects the cost to integrate the training requirement into Navy Medicine training through the Future Years Defense Program.
- (9) Discontinue all work associated with a training requirement tasking if financial resourcing is not identified and allocated for the requirement.
- (10) Route to BUMED-M7 for review, comment, and approval, any training project plan used to document one or more of the actions in subparagraphs 6e(10)(a) through 6e(10)(e):
 - (a) Add a new training course.
 - (b) Training course revision changing the instructional strategy or delivery method, course length, or adds resource requirements.
 - (c) Training course deactivation.
 - (d) Training course transfer between curriculum control authorities.
 - (e) Training course addition or deletion (course data processing).
- (11) Provide monthly PMP status updates to BUMED-M7 by the 15th of each month.

7. 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 Directorate for Administration, Logistics, and Operations, 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 Department of the Navy Directorate for Administration, Logistics, and Operations, Directives and Records Management Division program office.

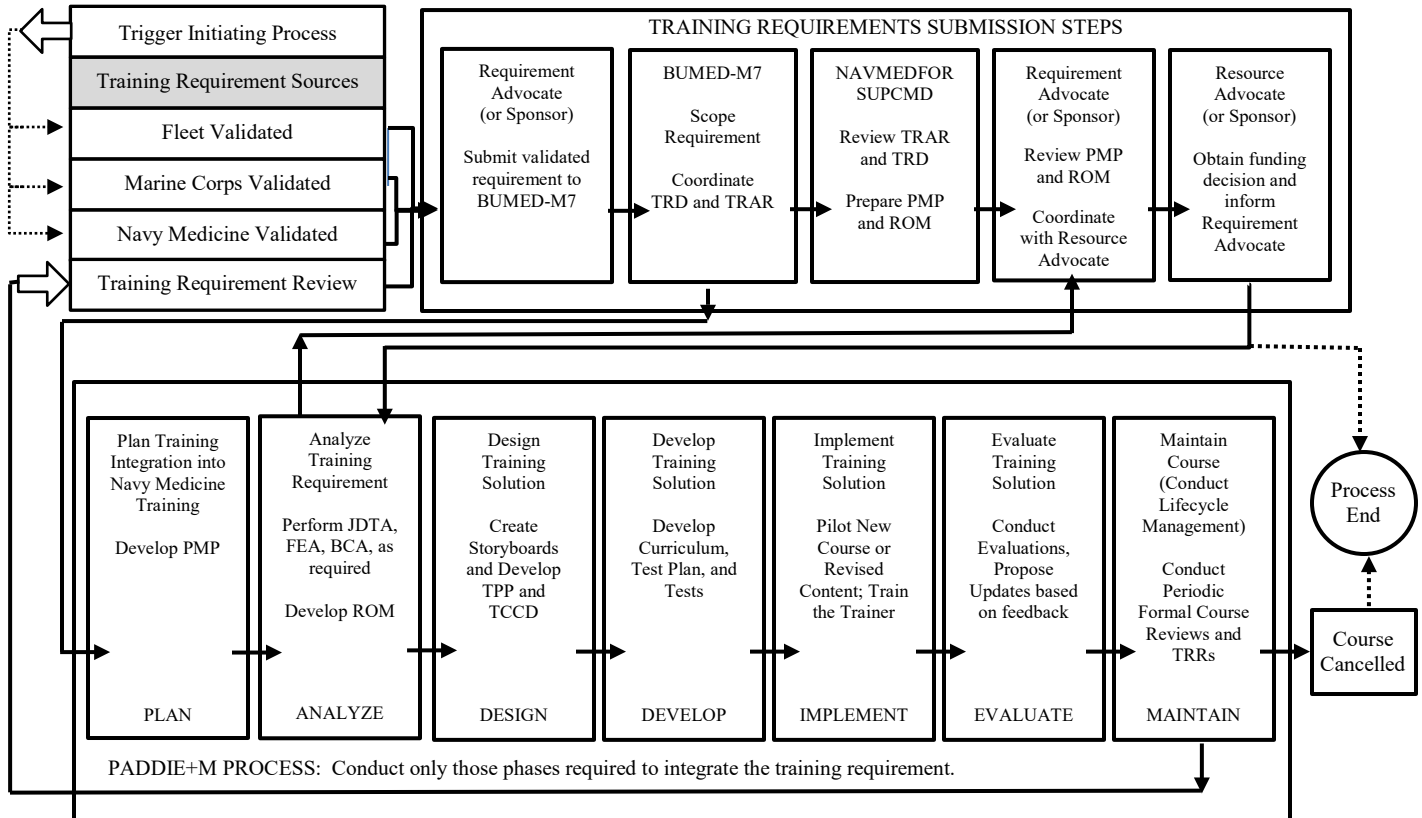
8. Review and Effective Date. Per OPNAVINST 5215.17A, BUMED-M7 will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, DoD, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review 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.


G. D. SHAFFER
Acting

Releasability and distribution:

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

TRAINING REQUIREMENT INTEGRATION PROCESS FLOWCHART



Acronym Key:
 BCA = Business Case Analysis
 FEA = Front End Analysis
 JDTA = Job Duty Task Analysis
 NAVMEDFOR SUPCMD = Naval Medical Forces Support Command
 PADDIE+M = Plan, Analyze, Design, Develop, Implement, Evaluate, and Maintain
 PMP = Project Management Plan
 ROM = Rough Order of Magnitude
 TCCD = Training Course Control Document
 TPP = Training Project Plan
 TRAR = Training Requirement Analysis Request
 TRD = Training Requirement Description

TRAINING REQUIREMENT INTEGRATION PROCESS PROCEDURES

- Ref: (a) NAVEDTRA 132
(b) NAVEDTRA 133A
(c) NAVEDTRA 134A
(d) NAVEDTRA 135D
(e) NAVEDTRA 136
(f) NAVEDTRA 137A
(g) NAVEDTRA 138

1. Purpose. The training requirement integration process guides creation of Navy Medicine formal training courses to meet validated, documented operational readiness-related training requirements. Responsibilities identified within the instruction are detailed within this enclosure. References (a) through (g) of this enclosure apply to Naval Medical Forces Support Command's (NAVMEDFORSUPCMD) Planning, Analysis, Design, Development, Implementation, Evaluation, and Maintenance (PADDIE+M) process responsibilities.

2. Procedures

a. Training Requirement Submission. This process involves multiple steps and is complete when the resource advocate decides whether or not to fund integration of the training requirement into Navy Medicine training.

(1) Step 1. The requirement advocate initiates the process by submitting to BUMED-M7, a training requirement analysis request (TRAR) letter, enclosure (3) with accompanying training requirement description (TRD), enclosure (4).

(a) M-Code generated requests should be endorsed and advocated by the respective Deputy Chief (or their designee).

(b) Corps-generated requests should be endorsed and advocated by the requestor's Deputy Corps Chief or director (or their designee).

(c) For echelon 1 validated requirements formally tasked to BUMED for action, BUMED-M7 will contact the requirement's identified POC and coordinate TRAR and TRD completion and submission.

(2) Step 2. BUMED-M7 logs the training request into the Navy Medicine training requirement tracking application on the BUMED-M7 share drive, and reviews the TRAR and accompanying TRD to ensure documentation is complete and understandable. If not, BUMED-M7 will communicate with the requirement advocate and revise the TRD to fulfill this purpose.

(3) Step 3. BUMED-M7 assesses the completed TRAR and TRD to determine whether or not the request can be incorporated into Navy Medicine training without additional resource allocation or funds expenditures. This assessment will typically require coordination with various stakeholders such as BUMED-M-codes, NAVMEDFORSUPCMD-M7, and the requirement and resource advocates.

(a) If the requirement can be easily integrated as a formal course of record without additional resource allocation or funds expenditure, then BUMED-M7 informs the requirement advocate and directs NAVMEDFORSUPCMD to integrate the requirement into Navy Medicine training. NAVMEDFORSUPCMD skips steps 5 and 6, and begins the training course design process at subparagraph 2b(3).

(b) If the requirement cannot be easily integrated without additional resources or funds commitment, then BUMED-M7 designates NAVMEDFORSUPCMD responsible for integration. BUMED-M7 will formally task NAVMEDFORSUPCMD, via Navy Medicine's task management system.

(4) Step 4. Upon receipt of the tasking, NAVMEDFORSUPCMD will analyze the training requirement and develop a PMP and ROM.

(a) If the PMP and or ROM require resources or funds for development, NAVMEDFORSUPCMD will request them from the requirement or resource advocate, as applicable, for the project to move forward. NAVMEDFORSUPCMD will collaborate with the requirement and resource advocates during PMP and ROM development.

(b) NAVMEDFORSUPCMD will generate, within 30 calendar days, a memorandum, enclosure (5), to the requirement advocate identifying the PMP, enclosure (6), and ROM to create the training requirement. The memorandum will request a funding decision from the resource advocate within 30 calendar days of receipt of the NAVMEDFORSUPCMD memorandum.

(5) Step 5. The requirement advocate will formally request a funding decision from the Resource Advocate, enclosure (7). Note: If the requirement advocate and resource advocate are the same entity, then skip to Step 7.

(6) Step 6. The resource advocate will formally notify the requirement advocate about the funding decision, enclosure (8).

(7) Step 7. The requirement advocate will formally notify NAVMEDFORSUPCMD about the funding decision, enclosure (9), within the 30 calendar day suspense. Notification will be communicated via the Navy Medicine task management system. BUMED-M7 will assist the requirement advocate with task preparation.

(a) If funds are not allocated, then NAVMEDFORSUPCMD will cease all further action and will document this disposition in the Navy Medicine task management system. The project will be considered closed; however, all work to this point will be retained in the task management system historical file.

(b) If funds are immediately allocated, then NAVMEDFORSUPCMD continues PMP activity via the plan, analyze, design, develop, implement, evaluate, and maintain (PADDIE+M) process as shown in subparagraph 2b of this enclosure.

(c) If, for development of a new course, the funding requires identification of an enduring offset or a successful Program Objective Memoranda (POM) submission, then NAVMEDFORSUPCMD will discontinue all work associated with the project until funding is received.

(d) If, for a course revision, the funding requires identification of an enduring offset or a successful POM submission, then NAVMEDFORSUPCMD may (if feasible and agreed upon by the requirement advocate) develop and implement a temporary solution until funding is received.

b. PADDIE+M Phases for Integrating Training Requirements into Navy Medicine Training. Training requirements can vary greatly, from the addition of a new training location to development of a new training course. Thus, it is imperative that NAVMEDFORSUPCMD perform only the phases of PADDIE+M, and the essential components of each phase, necessary to integrate the training into Navy Medicine training. A high-level description of each PADDIE+M phase in subparagraphs 2b(1) through 2b(7):

(1) Plan Integration of Training Requirement into Navy Medicine Training. Upon receipt of the TRAR and TRD from BUMED-M7, NAVMEDFORSUPCMD will develop a PMP and a ROM. The PMP should be an agile and flexible process to support spiral development, if applicable. The PMP is a living document and is updated by NAVMEDFORSUPCMD, as necessary, to reflect the project's work requirements throughout the project's duration. The PMP includes only the PADDIE+M phases necessary to integrate the training requirement into Navy Medicine training. The ROM will consist of the cost to develop, deliver, and maintain the training solution through the Future Years Defense Program for resource advocate funding consideration.

(2) Analyze Training Requirement. NAVMEDFORSUPCMD performed analyses will consist of a job duty task analysis, targeted a job duty task analysis, front end analysis, business case analysis, rating domain analysis, and media fidelity analysis, as necessary. NAVMEDFORSUPCMD uses the analyses to determine the training gap and identify the best modality for training delivery.

(3) Design the Training Solution. NAVMEDFORSUPCMD focuses on designing the training solution endorsed by the requirement and resource advocates. This function includes creating learning objectives, a curriculum outline of instruction, an assessment strategy, the training course control document (TCCD), an instructional media design package, a prototype lesson, and storyboards. The TCCD provides essential management information for the entire course. Significant portions of the TCCD will have been drafted in the plan and analyze phases, and be finalized during the design phase. The TCCD is a living document and will be updated to accurately reflect the current state of a course until it is deactivated.

(4) Develop Training Solution. NAVMEDFORSUPCMD oversees development of curriculum, test plan, and tests and is responsible for establishing the infrastructure (e.g., manning, technical training equipment, facilities, etc.) to support training delivery. Course materials may be required to support interactive multimedia instruction and instructor-led training. This step is complete when the training site completes train-the-trainer, a successful course pilot, and NAVMEDFORSUPCMD signs the course's new or revised letter of promulgation.

(5) Implement Training Solution. All issues identified during a pilot must be resolved prior to course implementation. This phase includes delivering the course, conducting testing, establishing a remediation program, and managing instructor certifications, as required. Establishing and conducting academic review boards is also a part of this phase.

(6) Evaluate Training Solution. This phase focuses on training solution effectiveness in meeting the identified training requirement. Adjustments, if any, to the training solution would be identified during this phase.

(7) Maintain Course (Perform Lifecycle Maintenance). This phase ensures the training course is regularly reviewed and updated to reflect current guidance (e.g., policy, technical publications, safety messages, etc.). Lifecycle maintenance includes subparagraphs 2b(7)(a) through 2b(7)(c):

- (a) Training Requirements Review: A course's periodic revalidation.
- (b) Formal Course Review: Assessment of a course's effectiveness.
- (c) Course Disposition Decision: NAVMEDFORSUPCMD will review the training requirements review and formal course review and recommend course disposition (e.g., continue as is, revise, or cancel if no longer relevant).

BUMEDINST 1500.32A
2 Jun 2022

TRAINING REQUIREMENT ANALYSIS REQUEST (TEMPLATE)
(COMMAND LETTERHEAD)

SSIC
Ser XX/XX
DDMMYY

From: (Requirement Advocate)
To: Chief, Bureau of Medicine and Surgery, Education and Training (BUMED-M7)
Subj: TRAINING REQUIREMENT ANALYSIS REQUEST
Ref: (a) BUMEDINST 1500.32A
Encl: (1) Training Requirement Description of (Date)

1. Per reference (a), the training requirement described at enclosure (1) is valid. Request training be developed and integrated into Navy Medicine training to satisfy the requirement.
2. Request NAVMEDFORSUPCMD review enclosure (1), provide a Project Management Plan and Rough Order of Magnitude, and identify any foreseen resource or funding shortfalls requiring adjudication before moving forward with this project.
3. If there are any questions or concerns regarding this matter, please contact (name, telephone number, and e-mail address).

SIGNED

Copy to:
Resource Advocate

Enclosure (3)

TRAINING REQUIREMENT DESCRIPTION

DDMMYY

1. Requirement advocate (Organization, Rank, Name, E-mail Address, and Telephone):
2. Resource advocate (Organization, Rank, Name, E-mail Address, and Telephone):
3. Is this requirement a change to an existing course (Yes or No)? If yes, complete subparagraphs 3a through 3g and paragraphs 6 through 8 (skip paragraphs 4 and 5). If no, complete paragraphs 4 through 8.
 - a. Describe why current training is insufficient to accomplish the mission.
 - b. List course identification number and course data processing codes associated with this issue.
 - c. List any associated Navy enlisted classification codes and ratings.
 - d. List associated personnel qualification standards or other qualification programs.
 - e. List any associated system or Navy training systems plan.
 - f. Describe any overlap this training may have with unit level or integrated training.
 - g. Provide analytical data or metrics to support the issue.
4. New training requirement with no existing training course
 - a. Describe the new training requirement.
 - b. Describe the desired proficiency level for an individual performing the work.
 - c. Identify technical documentation associated with this requirement (e.g., personnel qualification standards, technical manual, etc.).
 - d. Identify the target audience for this training. Include rate or ratings and military, civilian, or contract personnel.
 - e. List similar or existing related training that might partially fulfill the requirement.
 - f. Identify the performance requirement periodicity (e.g., daily, weekly, etc).

- g. List any existing course identification number(s) related to this work.
 - h. List other requirement and resource advocates or other organizations that should be included in this effort.
 - i. List any safety issues or concerns related to this training requirement.
 - j. How does this request support Surgeon General of the Navy's Medical Power for Integrated Naval Superiority 4Ps (people, platforms, performance, power)? Specify all that apply.
5. Describe the envisioned training solution. For example, performance support, structured "on-the-job" training, self-directed interactive training, or instructor-facilitated interactive training.
- a. Estimate the projected annual throughput.
 - b. Identify the desired training location(s).
 - c. Will this training award a Navy enlisted classification or additional qualification designation?
 - d. If there is a specific training modality requested, what is the rationale for the modality?
6. Provide known constraints or amplifying data supporting this request.
7. Are resources currently in place to support the development, implementation, and maintenance of a training solution through the Future Years Defense Program? If yes, is a Rough Order of Magnitude still desired?
8. Identify target date for training implementation. Note: If the resource sponsor is expected to fund the implementation, recommend the target date align with the next POM cycle; otherwise, the requirement sponsor will need an expedited, alternative means to fund the course.

BUMEDINST 1500.32A
2 Jun 2022

CURRICULUM CONTROL AUTHORITY RESPONSE TO REQUIREMENT ADVOCATE
FOR TRAINING REQUIREMENT ANALYSIS (TEMPLATE)
(LETTERHEAD)

1500
Ser NMFSC/Ser #
DDMMYY

From: Commander, Naval Medical Forces Support Command (NMFSC-M7)
To: Requirement Advocate
Via: Chief, Bureau of Medicine and Surgery (BUMED-M7)

Subj: TRAINING REQUIREMENT ANALYSIS

Ref: (a) Requirement Advocate Request for Training Requirement Analysis
(b) BUMEDINST 1500.32A

Encl: (1) Program Management Plan of (Date)
(2) Rough Order of Magnitude of (Date)

1. Per reference (a), analysis of the training requirement is complete. Per reference (b), a Program Management Plan and Rough Order of Magnitude are provided in enclosures (1) and (2), respectively.
2. Per reference (b), notification of the resource advocate's funding determination is required before Naval Medical Forces Support Command commences the next step of the Program Management Plan.
3. For questions or concerns, contact (name, telephone number, and e-mail address).

SIGNED

Enclosure (5)

PROGRAM MANAGEMENT PLAN
(EXAMPLE)

TASK	Duration
PLAN INTEGRATION OF TRAINING REQUIREMENT	
Identify Stakeholders and Assign POC	
POC Conduct 1500.32A Requirement Analysis	
POC Develop PMP	
POC Develop ROM	
POC Forward PMP and ROM to BUMED-M7 (BUMED-M7 will coordinate with Requirement Advocate for review and approval)	
Requirement Advocate Approval—Forward to Resource Advocate for funding decision	
Resource Advocate Decision	
ANALYSIS PHASE	
Perform job duty task analysis, targeted job duty task analysis, front end analysis, business case analysis, rating domain analysis, and media fidelity analysis as required	
Develop training situation document and instructional performance requirement document as required	
Define Training Gap	
Develop Training Solution(s)	
Determine Assessment Strategy	
DESIGN PHASE	
Create Storyboards	
Develop Training Project Plan	
Develop Training Course Curriculum Document	
DEVELOP PHASE	
Develop Curriculum	
Develop Test Plan	
Develop Tests	
IMPLEMENT PHASE	
Train-the-Trainer Event	
Pre-pilot Conference	
Pilot	
Pilot Redline Corrections	
Post-Correction Pilot	
Letter of Promulgation	

BUMEDINST 1500.32A
2 Jun 2022

REQUIREMENT ADVOCATE TO RESOURCE ADVOCATE
FOR FUNDING SUPPORT DECISION
(LETTERHEAD)

1500
Ser XX/XX
DDMMYY

From: Requirement Advocate
To: Resource Advocate

Subj: FUNDS REQUEST FOR TRAINING REQUIREMENT INTEGRATION INTO
NAVY MEDICINE TRAINING

Ref: (a) BUMEDINST 1500.32A
(b) Requirement Advocate Request for Training Requirement Analysis

Encl: (1) Program Management Plan of (Date)
(2) Rough Order of Magnitude of (Date)

1. Per reference (a), request funding to support training requirement integration into Navy Medicine training, identified in reference (b). Justification and impact statements, a Project Management Plan, enclosure (1), and Rough Order of Magnitude, enclosure (2), are provided to assist in the funding decision. When determined, request notification, per reference (a).

2. Justification statement (necessity for training):

3. Impact statement (if training is not provided):

4. For questions or concerns contact (name, telephone number, and e-mail address).

SIGNED

Copy to:
BUMED-M7
BUMED-M8
NMFSC-M7

Enclosure (7)

BUMEDINST 1500.32A
2 Jun 2022

RESOURCE ADVOCATE FUNDING DECISION NOTIFICATION
TO REQUIREMENT ADVOCATE
(LETTERHEAD)

1500
Ser XX/XX
DDMMYY

From: Resource Advocate
To: Requirement Advocate

Subj: RESOURCE ADVOCATE FUNDING NOTIFICATION FOR TRAINING
REQUIREMENT INTEGRATION INTO NAVY MEDICINE TRAINING

Ref: (a) BUMEDINST 1500.32A
(b) Funds Request for Training Requirement Integration into Naval Medical Forces
Support Command Training
(c) Requirement Advocate Request for Training Requirement Analysis

1. Per reference (a), (resource advocate) will provide funding requested in reference (b) to support training requirement integration into Navy Medicine training, identified in reference (c).
2. Request Naval Medical Forces Support Command continue Program Management Plan actions upon receipt of requested funding.
3. For questions or concerns, contact (name, telephone number, and e-mail address).

SIGNED

Copy to:
BUMED-M7
NMFSC-M7

Enclosure (8)

BUMEDINST 1500.32A
2 Jun 2022

RESOURCE ADVOCATE ENDORSEMENT
TO TRAINING AGENT
(LETTERHEAD)

1500
Ser XX/XX
DDMMYY

From: Resource Advocate
To: Commander, Naval Medical Forces Support Command (NMFSC-M7)
Via: Chief, Bureau of Medicine and Surgery (BUMED-M7)

Subj: RESOURCE ADVOCATE ENDORSEMENT INCORPORATING TRAINING
REQUIREMENT INTO NAVY MEDICINE TRAINING

Ref: (a) BUMEDINST 1500.32A
(b) Resource Advocate Funding Notification Decision for Training Requirement
Integration into Naval Medical Forces Support Command Training, ltr 1500 Ser
XX/XX of (date)
(c) Requirement Advocate Request for Training Requirement Analysis, ltr 1500 Ser
XX/XX of (date)

1. Per reference (a), and in response to reference (b), (resource advocate) endorses incorporating training requirement identified in reference (c) into Navy Medicine training.
2. Request Naval Medical Forces Support Command continue Program Management Plan activities to provide training solution alternatives and associated cost analyses for Resource Advocate consideration and decision.
3. For questions or concerns, contact (name, telephone number, and e-mail address).

SIGNED

Copy to:
Requirement Advocate

Enclosure (9)