



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

Canc: Jun 2024
IN REPLY REFER TO
BUMEDNOTE 1524
BUMED-N00C
13 Jun 2023

BUMED NOTICE 1524

From: Chief, Bureau of Medicine and Surgery

Subj: 2023 JOINT GRADUATE MEDICAL EDUCATION SELECTION BOARD
APPLICATION PROCEDURES

Ref: (a) BUMEDINST 1520.42B
(b) SECNAVINST 1520.11C
(c) OPNAVINST 7220.17
(d) DoD Instruction 6000.13 of 30 December 2015
(e) BUMEDINST 1524.1C

Encl: (1) Application Process
(2) Required Documents Checklist
(3) Graduate Medical Education Post-Graduate Year 1 Selection Goals
(4) Graduate Medical Education Full-Time In Service Selection Goals
(5) Full-Time Out Service and Other Federal Institution Selection Goals
(6) Commanding Officer Endorsement Format: Applicants Applying for Residency or Fellowship Template
(7) Commanding Officer Endorsement Format: Medical Students Applying from Uniformed Services University of the Health Sciences Post-Graduate Year 1 Applicants Template

1. Purpose. To announce application procedures for academic year (AY) 2024 Navy-sponsored graduate medical education (GME), per references (a) through (e).

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

3. Background. The Navy GME office at Naval Medical Leader and Professional Development Command manages Navy GME application processes and Joint GME Selection Board (JGMESB) planning for Navy Medicine. The Navy GME selection board will be held Monday, 13 November 2023, through Friday, 17 November 2023.

4. Important Dates

1 July 2023	- Navy GME Application Web site, Medical Operational Data System (MODS) opens: https://education.mods.army.mil/navymeded/UserLogon/userlogon.htm . - Paper applications will be e-mailed to post-graduate year (PGY) 1 applicants.
31 August 2023	- Deadline to create and submit a new GME application. New applications will not be accepted after this date. Applicants who have an existing application submitted on or before the 31 August 2023 deadline may modify the application through 15 October 2023. - Operational medical officer (OMO) applicants must follow the guidance in reference (a) for application procedures and deadlines.
15 October 2023	- Deadline to submit required GME supporting documents and interviews. - Deadline to make application modifications.
23 October 2023	- JGMESB Tri-Service scoring begins.
13 November 2023	- JGMESB Service-specific selection board convenes.
13 December 2023	- JGMESB results released.
5 January 2024	- Training acceptance deadline for resident and fellow selectees.

5. Training Eligibility. Navy Personnel Command (PERS-4415) screens all applicants to ensure they meet requirements for Navy or Department of Defense tour-length, promotion, transfer, and compliance with physical readiness. First tour OMO and general medical officer applicants should have completed or be able to complete a utilization tour (24 months) prior to starting residency to be eligible for selection for GME training. Application instructions may be found in enclosures (1) and (2).

a. Applicants must not have failed any physical fitness assessment (PFA) within the last 18 months. Applications with a PFA failure will be flagged for review by PERS-4415 and specialty leader.

b. Applicants in a failure of selection status, with a rank of lieutenant commander (O4) and above who will be able to meet obligated service requirements to complete a utilization tour after the completion of GME training as determined by PERS-4415 may be considered for primary selection on a case-by-case basis.

c. Applicants deemed ineligible by PERS-4415 will be notified by the Navy GME office.

d. Medical student applicants must be screened for eligibility by their respective program managers (HPSP, HSCP, and USUHS). Medical student applicants who will not graduate before 1 July of the AY to which they are applying are not eligible for consideration by the JGMESB

unless provided a waiver from the Navy GME office. Program managers must provide the Navy GME program director a weekly report of waiver status and students deemed ineligible for factors such as medical and academic issues.

e. Full-Time In Service (FTIS) fellowship applicants who cannot start training by 3 November (for programs that start on 1 July) and 5 December (for programs that start on 1 August) will not be eligible for consideration by the JGMESB unless provided a waiver from the Navy GME office.

f. Fully licensed 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 JGMESB. Civilian applicants must contact the Medical Corps Career Planner, at (703) 681-8937, prior to applying for Navy-sponsored GME training. Reserve officers must be eligible and be approved by Department for Reserve Personnel Management (PERS-9) for recall to active duty in the Navy Medical Corps prior to applying for Navy-sponsored GME. Reserve applicants must have a letter of conditional release submitted to the Navy GME office via e-mail, usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil, by 15 October 2023. Selection of civilians and Reserve medical officers is contingent upon manning needs and availability of training positions after all qualified active duty applicants have been placed.

g. All applicants desiring deferment, continued deferment, an extension of current program length, or Navy sponsorship in FTOS and other federal institution programs must first apply to the JGMESB. Applicants may have preliminary discussions, but are not authorized to commit to civilian or other federal institution programs unless selected as a primary select by the JGMESB and approved by Chief, Bureau of Medicine and Surgery (BUMED).

h. PERS-4415 is responsible for writing orders to GME training. Submit requests for report date changes to the Navy GME office with a letter from the applicant's commanding officer authorizing a billet gap (as appropriate) and release prior to the applicant's established projected rotation date. The Navy GME office will route the request to the specialty leader and program director for recommendation and to PERS-4415 for final determination. Orders to training written and funded by PERS-4415 will not be modified except to support operational missions and requirements.

i. Navy-sponsored HPSP, HSCP, and USUHS contractual agreements require that Navy-sponsored medical students apply to Navy GME for their internship year of GME training.

j. OMO applicants must not use the Navy GME application Web site to apply for these training programs. Reference (a) provides information regarding OMO training and application procedures. Individuals applying for a fellowship in hyperbaric medicine must use the Navy GME application Web site.

6. Availability of Programs. The AY-2024 Medical Corps Training Plan, approved by Chief, BUMED, determines GME training billet availability.

a. Current 1-year delay trainees are eligible to apply for continued deferment or training in the NADDS, FTOS, other federal institutions, and FTIS programs. One-year delay trainees previously approved for full deferment do not have to re-apply to the 2023 JGMESB and are authorized to apply to civilian programs for continued deferment in the specialty previously selected by the JGMESB. Trainees who match to continued civilian training must notify the Navy GME office of their selection prior to signing training contracts with the civilian institution.

b. FTIS training opportunities are competitive, and HPSP and HSCP students are not guaranteed in service training positions. Some HPSP and HSCP students may be selected for FTOS residency training or deferred in the NADDS program (either fully deferred for residency training or a 1-year delay to complete their internship year only). Therefore, every HPSP and HSCP student must have a backup plan to train in a civilian institution in the event the JGMESB does not select them for a FTIS program. HPSP and HSCP students are required to apply via the Electronic Residency Application Service (ERAS®) for full deferment to a civilian residency program or a civilian internship year program. HPSP students may be eligible for reimbursement of ERAS® fees and must contact the accessions HPSP program manager for guidance. Applicants selected for FTIS training must contact the National Residency Match Program and withdraw their application for the civilian match no later than 31 December 2023. Medical students who fail to apply for Navy GME may be placed in a leave without pay status and required to apply for Navy GME the next AY. Those who fail to apply for Navy-sponsored GME training are not authorized to apply or begin GME training in a civilian program.

c. USUHS students are guaranteed by law and contractual agreement to be placed in a FTIS program for their internship year of GME training. USUHS students will also be considered for straight-through training, per subparagraph 6l of this notice, unless they specifically opt-out. USUHS students may apply for FTOS or full deferment in the NADDS program on a case-by-case basis. Selection to FTIS programs will have priority over selection and placement into FTOS or NADDS. USUHS students who apply for and are selected to the NADDS program will be superseded to the rank of lieutenant and be transferred to the Individual Ready Reserve. Failure to select in a civilian program does not guarantee a FTIS training opportunity. While in NADDS, trainees are not eligible for military pay and allowances. USUHS students requesting a FTOS or NADDS program must inform the Navy GME program director of their intent via e-mail at usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil, no later than 15 October 2023.

d. Postgraduate year 2 and above (PGY-2+) applicants applying for FTOS or release from active duty to NADDS must also apply in ERAS® to secure a match in a civilian program. Navy GME is not authorized to reimburse costs associated with matching or interviews for ERAS® applications at the PGY-2+ level.

e. Applicants for civilian fellowships that require a 12 to 18 month lead time to interview and compete in the National Residency Match Program may apply to the 2023 JGMESB for FTOS or release from active duty to enter the NADDS program beginning in AY-2025. Applicants must communicate their desire for a pre-selection for AY-2025 to their specialty leader. Applicants must indicate 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 release from active duty to NADDS must meet eligibility requirements, per reference (b). While in NADDS or release from active duty to NADDS, trainees are transferred to the Individual Ready Reserve, and are not eligible for military pay and allowances. Upon completion of GME training, graduates are transferred back to active duty to fulfill their service obligation.

f. Applicants to the residency in aerospace medicine who do not hold a flight surgery (FS) designation must be eligible for selection to FS training since FS training will be incorporated into their training in aerospace medicine. Additional obligated service will be incurred for training that leads to designation as a naval flight surgeon when such training is incorporated into aerospace medicine training.

g. Applications for a second clinical residency will be closely scrutinized by both Navy specialty committees and the Navy JGMESB to determine if the needs of the Navy can best be served by encumbering training billets for individuals to train in a second specialty. Applicants must provide correspondence to indicate that their current specialty leader is aware of the application for a second residency via e-mail to usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil, by 15 September 2023.

h. Pre-selection requests for FTIS fellowships will be considered on a case-by-case basis.

i. Applicants selected for a GME program by a previous JGMESB will forfeit their selection if they apply to the 2023 JGMESB. Waivers will not be granted for this requirement.

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

k. All GME training conducted in the National Capital Area under the National Capital Consortium (NCC) is considered FTIS.

l. There will be a limited number of straight-through training opportunities as indicated in enclosure (3). For specialties with straight-through training opportunities, all PGY-1 applicants will be considered for straight-through training as well as internship only for their first choice specialty. Applicants must select the opt-out option on their application if they do not wish to be considered for straight-through training. For their second choice specialty, all PGY-1 applicants will only be considered for internship year training. The opt-in or opt-out selection is final upon the 15 October 2023 deadline to modify applications.

m. Residency Selection Following an Operational Tour Pilot. There will be a limited number of AY-2027 and AY-2028 categorical residency opportunities, as indicated in enclosure (4), for applicants who opt-out of selection for straight-through training.

(1) PGY-1 applicants who opt-out of straight-through training can be considered for categorical residency in their first choice specialty to start their PGY-2 year in AY-2028 following a 3-year operational tour. Prospective applicants who desire consideration for this option must opt-out of straight-through training on their application and notify the Navy GME office via e-mail to usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil, by October 15, 2023.

(2) Incumbent intern applicants who opt-out of straight-through training can be considered for categorical residency in their first choice specialty to start their PGY-2 year in AY-2027 following a 3-year operational tour. Prospective applicants who desire consideration for this option must opt-out of straight-through training by notifying the Navy GME office via e-mail to usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil, by October 15, 2023.

7. Selection Process

a. Precept. The Navy GME Selection Board is an administrative board governed by a formal precept published by Chief, BUMED. The precept appoints the board president (a Medical Corps flag officer), voting members comprised of senior Medical Corps officers representing 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 and establishes the selection goals by specialty. All selection goals may be found in enclosures (3) through (5).

b. Joint Service Panels. Joint Service panels for PGY-2+ applications, comprised of program directors, specialty leaders, and consultants from Navy, Army, and Air Force, review applicant records and score Tri-Service applications in their specialty. Each application is scored by one individual from each military Service. Specialty leaders review and recommend the selection and placement of Navy applicants to the Navy board president and selection board members.

c. Navy PGY-1 Panels. Navy PGY-1 specialty panels are comprised of specialty leaders and program directors of Navy programs. PGY-1 specialty leaders and program directors must score, review, and recommend the selection and placement of Navy applicants to the Navy board president and selection board members.

d. Program Preference and Placement. Although the selection board considers training site preferences, applicants are considered for all available training sites and placed per their score ranking and per operational, PERS-4415, and medical treatment facility requirements to support the Navy, Marine Corps, and Defense Health Agency missions. The Navy board president

retains final authority for designating each Navy applicant as a select, pre-select, alternate, or non-select and submits board findings to Chief, BUMED for final approval. Applicants requesting FTOS training may also be considered for other federal institution programs. PGY-1 applicants not competitively selected for their first or second choice specialties will be considered for unfilled FTIS PGY-1 (1-year internship) positions in a similar specialty.

8. Selection Notification. Selection results for the 2023 JGMESB will be released on or about 13 December 2023.

a. Selections for medical student applicants are final for all applicants. Notification to the Navy GME office is not required for acceptance.

b. Residency and fellowship applicants selected for GME must notify the Navy GME program director, Navy GME office, PERS-4415, and their command via e-mail, usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil, by 5 January 2024 of their decision to accept or decline training.

c. Applicants must e-mail their decision to accept or decline GME training by 2359 on 5 January 2024. Failure to contact the Navy GME office will result in the loss of the training opportunity effective 6 January 2024, and the training billet will be made available to the alternate list. Upon a written declination of the training, the training billet will be made available to the alternate list; waivers are not authorized. Individuals selected for more than one training program (GME or OMO) may accept only one program. Acceptance of an OMO program will result in forfeiture of a primary selection to GME. PERS-4415 will consider releasing members from OMO selections to fill alternate GME positions on a case-by-case basis.

d. Current HPSP and HSCP medical students must notify their respective medical school of their selection results upon receipt. The Navy GME office may release selection results to civilian medical schools only after receipt of a release disclosure statement signed by the applicant.

9. Special Pay and Obligated Service. Reference (c) contains policy governing special pays for Medical Corps officers. Reference (c), enclosure (1), chapter 2, section 220, subparagraph 1d is germane to Medical Corps officers beginning initial residency (GME-2+) training. Reference (d) addresses obligated service for GME training.

10. Additional Information

a. GME application Web site: <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.navmedleadprodevcmd.mbx.gme-sb@health.mil or visit the Navy GME Web site, <https://www.med.navy.mil/Naval-Medical-Leader-and-Professional-Development-Command/Professional-Development/Graduate-Medical-Education/>.

c. OMO application information (which includes FS and Undersea Medical Officer) is contained in reference (a).

d. Commanding officer endorsement templates may be found in enclosures (6) and (7).

11. Records Management

a. Records created as a result of this notice, 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 notice 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.

12. Information Management Control. The reports required in subparagraphs 5d and 5h, and enclosure (1), subparagraph 3j(3)(f) are exempt from reports control per SECNAV M-5214.1 of December 2005, part IV, subparagraph 7k.



D. K. VIA
Acting

Releasability and distribution:

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

APPLICATION PROCESS

1. Application Web site. <http://education.mods.army.mil/navymeded/UserLogon/userlogon.htm>. Applicants without MODS access will apply via paper application.

a. If submitting an application for the first time using MODS, follow the procedures to request a logon identification (ID) and password on the application Web site.

b. Applicants who have previously received a logon ID and password can log on with a common access card or an established logon ID and password.

2. Apply for GME. After logon, the applicant must access the Web site menu toolbar option “Apply for GME” to complete all required application modules. Please review the announcement and select “Apply Now” at the bottom of the screen.

a. After completing each module, click on “Update or Validate” at the bottom of the screen.

b. Applicant must save each module by clicking “Update or Validate” before the next module will become available.

3. Application Modules

a. Requested Specialties

(1) Applicants may not apply for more than two clinical specialties.

(2) Applicants may not apply for both a residency and a fellowship, except for aerospace medicine.

(3) Applicants may apply for OMO training in addition to two clinical specialties. Procedures for applying for OMO training can be found in reference (a).

(4) PGY-1 applicants must apply for two specialties. No minimum number of sites or programs (FTOS or NADDS for example) are required under each specialty. Applicants should list programs for which they wish to be selected. All PGY-1 applicants who have not opted-out on their application will be considered for straight-through training for their first specialty choice only (if available per enclosure (3)).

(5) Selection to available Navy FTIS training positions will take precedence over selections to positions in FTOS, NADDS, or release from active duty to NADDS. Applicants interested in selection for positions in other Services can apply for these positions and must discuss with their specialty leader prior to applying.

b. Personal Information. All applicants are required to provide personal identifying information in their application. The personal identifying information obtained is protected under the Privacy Act of 1974. Applicants are required to electronically sign a Privacy Act Statement. Applicants applying via paper application will be e-mailed the Privacy Act Statement with the application. If the applicant is married to an active duty member, the spouse's social security number, Service, rank, and current assignment will be requested.

c. Education. Medical school address and class rank (if applicable). If the applicant's medical school is not available in the drop down menu, do not select "Other." Please e-mail usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil to have the medical school added to the list.

d. Contact. Applicant's current contact information. Provide a valid telephone number and e-mail address. A military e-mail address is not required.

e. Training. Provide specialty, location, and completion date of any completed training (PGY-1, residency, or fellowship).

f. Licensure and Certification. Provide scores for any United States Medical Licensing Examination (USMLE) or Comprehensive Osteopathic Medical Licensing Examination (COMLEX) parts or steps completed. Provide State and expiration date for current medical license and current board certification status.

g. Papers and Achievements. List all military honors, academic appointments, professional societies, publications, research, and volunteer information.

h. Work History and Military Assignment History. Beginning with current assignment, list all military assignments in reverse chronological order, ending with PGY-1 training.

i. Prior Military Service. List all military assignments prior to PGY-1 training.

j. Manage Required Documents. In addition to submitting an application through the application Web site, all applicants must submit supporting documents (see enclosure (2)). Uploaded documents are electronically placed with applications. Applicants with MODS access are responsible for uploading all required supporting documents directly to the application Web site. Applicants without MODS access will e-mail documents to the Navy GME office for upload at usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil. The status of documents can be checked by going to "status," then "verify documents" in MODS.

(1) PGY-1 applicants must also 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.

(2) Enclosure (2) is the complete list of required JGMESB documents. If a document must be submitted to the Navy GME office to be uploaded, it must be in portable document format (PDF) and must be labeled with the applicant's full name, applicant identification, and medical school name (e.g., applicant name_AppID_medschool). Instructions for letter of recommendation writers with military domain access, on how to upload documents to MODS on behalf of an applicant, can be found on the Navy GME Web site, <https://www.med.navy.mil/Naval-Medical-Leader-and-Professional-Development-Command/Professional-Development/Graduate-Medical-Education/>. Medical school officials or letter writers that do not have the capability to upload documents to the Navy GME application Web site can send documents via e-mail to usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil.

(3) Required Documents. All documents uploaded by applicants must be in PDF. 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: modsappid, last name, and short description of document (e.g., 00001_JONES_TRANSCRIPT).

(a) Privacy Act Statement. Applicants with MODS access must electronically sign the Privacy Act Statement in MODS. Medical students submitting a paper application must include a signed Privacy Act Statement with submission.

(b) Medical School Transcripts with Date of Degree Conferral. Date of conferral is not required for current medical students.

(c) Dean's Letter or Medical Student Performance Evaluation.

(d) Licensure Examination. Results of all steps or parts I through III of licensure examinations USMLE or COMLEX. Step III is not required for current medical students and interns. Applicants will not be ordered to active duty until passing USMLE or COMLEX step or part I and both steps or parts II.

(e) Command Endorsement. The format provided in enclosure (6) is for residency and fellowship applicants. The format provided in enclosure (7) is for USUHS medical students. HPSP and HSCP medical students are not required to submit a command endorsement. Residency and fellowship applicant's endorsement must include a statement attesting that the applicant has not failed a PFA, has been within body composition assessment standards for the last 18 months, and is eligible for transfer in the June 2024 timeframe.

(f) Fitness Reports (FITREP). Copies of the five most recent FITREPs with personally identifiable information (PII) redacted. This is not required for medical students in the HPSP and HSCP programs and interns.

(g) Personal Statement. All applicants must submit a personal statement that is one page or less, single-spaced, 10-12 point Times New Roman font, with 1-inch margins, and

includes their first name, middle initial, and last name in the header or footer. Applicants should use the statement to describe their strengths and motivations for the specialty to which they are applying. Applicants must use the end of the personal statement to describe any extenuating circumstances they wish the board to consider. These may include but are not limited to, co-location or family concerns.

(h) Letters of Recommendation. Up to three letters from professionals with whom the applicant has worked closely will be accepted. A letter from a senior physician in the applicant's chain of command is encouraged for those not in training. All applicants are highly encouraged to submit at least one letter from a staff physician in the specialty for which they are applying. Letters dated within the same calendar year of the selection board are desired but not required.

(i) Training Evaluation(s)

1. Applicants Currently Training in a Medical Treatment Facility. The applicant's current program director must complete the "Program Director Recommendation Form" electronically via the MODS applicant Web site.

2. Applicants Currently in Training at 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 applicant Web site. Applicants with paper applications will submit to the Navy GME office via e-mail to usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil.

3. Applicants Not Currently in GME Training. Provide a copy of their summative end of training evaluation for each period of GME training previously completed. To obtain a copy of the summative end of training evaluation from previous training, applicants must contact the GME program coordinator where each period of GME training was completed.

4. Submission of Application. To ensure successful submission of an application, applicants must 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 have been submitted. Applicants may continue to modify and update their submitted application, and upload supporting documents, until the final application deadline, 15 October 2023.

5. Updating MODS. Applicants are responsible for updating their MODS application with any changes to their contact information.

6. Application Deadline. Initial applications for the 2023 JGMESB must be submitted by the close of business 31 August 2023. New applications will not be accepted after that date. The final deadline for modifying applications and uploading supporting documents is 15 October 2023.

a. Incomplete Applications. It is the applicant's responsibility to check the status of their application and supporting documents via the application Web site prior to 31 August 2023. Incomplete applications will be forwarded via e-mail to specialty committees for consideration unless the applicant withdraws his or her application in writing to the Navy GME office at usn.bethesda.navmedleadprodevcmd.mbx.gme-sb@health.mil. Applications are not considered withdrawn until confirmation is received from the Navy GME office.

b. 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.

7. Interview. All applicants are required to interview with the program directors at all FTIS sites listed in their application; this includes first and second choice specialties. Applicants requesting FTOS, other federal institutions, and NADDS must interview with their specialty leader and with the program director of the program in which they are requesting to train. Applicants are encouraged to arrange for timely interviews (prior to October) with program directors and/or specialty leaders. Contact information can be found on the application Web site. Interviews must be completed in MODS by specialty leaders and program directors by 15 October 2023.

REQUIRED DOCUMENTS CHECKLIST

Listed by applicant's current status. The checklist is for applicant use only and is not to be submitted with application. MODS will only accept documents in PDF.

<p><u>MEDICAL STUDENTS</u></p> <ul style="list-style-type: none"><input type="checkbox"/> Board scores parts or steps 1 and 2<input type="checkbox"/> Medical student performance evaluation or dean's letter<input type="checkbox"/> Medical school transcript<input type="checkbox"/> Letters of recommendation (LOR)<input type="checkbox"/> Commanding officer's endorsement (USUHS only)<input type="checkbox"/> FITREPs (USUHS only) (PII redacted)<input type="checkbox"/> Personal statement <p><u>PGY-1</u></p> <ul style="list-style-type: none"><input type="checkbox"/> Board scores parts or steps 1 and 2<input type="checkbox"/> Medical student performance evaluation or dean's letter<input type="checkbox"/> Transcripts with date of conferral<input type="checkbox"/> Commanding officer's endorsement<input type="checkbox"/> LORs<input type="checkbox"/> Personal statement <p><u>RESIDENTS AND FELLOWS</u></p> <ul style="list-style-type: none"><input type="checkbox"/> Board scores parts or steps 1-3<input type="checkbox"/> Medical student performance evaluation or dean's letter<input type="checkbox"/> Transcripts with date of conferral<input type="checkbox"/> Internship end of training evaluation<input type="checkbox"/> LORs<input type="checkbox"/> Commanding officer's endorsement<input type="checkbox"/> FITREPs (PII redacted)<input type="checkbox"/> Personal statement	<p><u>DEFERRED TRAINEES</u></p> <ul style="list-style-type: none"><input type="checkbox"/> Board scores (applicable to their training year)<input type="checkbox"/> Medical student performance evaluation or dean's letter<input type="checkbox"/> Transcripts with date of conferral<input type="checkbox"/> End of training evaluation (applicable to their training year)<input type="checkbox"/> LORs<input type="checkbox"/> Personal statement <p><u>CURRENT General Medical Officer or OMO</u></p> <ul style="list-style-type: none"><input type="checkbox"/> Board scores parts or steps 1-3<input type="checkbox"/> Medical student performance evaluation or dean's letter<input type="checkbox"/> Transcripts with a date of conferral<input type="checkbox"/> Internship end of training evaluation<input type="checkbox"/> LORs<input type="checkbox"/> Commanding officer's endorsement<input type="checkbox"/> FITREPs (PII redacted)<input type="checkbox"/> Personal statement <p><u>STAFF</u></p> <ul style="list-style-type: none"><input type="checkbox"/> Board scores parts or steps 1-3<input type="checkbox"/> Medical student performance evaluation or dean's letter<input type="checkbox"/> Transcripts with date of conferral<input type="checkbox"/> Internship end of training evaluation<input type="checkbox"/> Residency end of training evaluation<input type="checkbox"/> LORs<input type="checkbox"/> Commanding officer's endorsement<input type="checkbox"/> FITREPs (PII redacted)<input type="checkbox"/> Personal statement
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GRADUATE MEDICAL EDUCATION POST-GRADUATE YEAR 1 SELECTION GOALS

SPECIALTY****	ANES	EM	FM	GEN SURG	GYN/ OB	IM	NEURO SURG	ORTHO	OTO	PEDS	PSYCH	TY	URO	Total
*NADDS OPPORTUNITIES	YES	YES	YES	YES	YES	YES	YES	YES			YES		YES	To be determined (TBD)
LIMITED STRAIGHT-THROUGH TRAINING OPPORTUNITIES**	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES		YES	TBD
<u>TRAINING SITE</u>														
Naval Medical Center Camp Lejeune			10								3			13
Naval Hospital Camp Pendleton			13											13
Naval Hospital Jacksonville			13											13
NCC Family Medicine Fort Belvoir Community Hospital			5											5
NCC Walter Reed National Military Medical Center				7	1	13	1***	3	1	3	4	10	1	44
Naval Medical Center Portsmouth		10		8	3	13		4	2	5	6	21	1	73
Naval Medical Center San Diego		7		11	4	13		5	2	7	8	21	1	79
Total	TBD	17	41	26	8	39	1	12	5	15	21	52	3	240

GME positions listed are projections and subject to change according to operational and manning requirements.

* Deferment applications will be considered for specialties with “YES” in the NADDS Opportunities row. Additionally, NADDS opportunities are available for neurology, pathology, and radiology.

** Additional specialties with a limited number of straight-through training opportunities: dermatology, neurology, ophthalmology, pathology, and radiology.

*** NCC Neurosurgery position will go to highest scoring candidate for either Navy, Army, or Air Force.

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FTIS selections goals by site can be found on the Office of the Medical Corps SharePoint site:
<https://esportal.med.navy.mil/bumed/m00/m00c/M00C1/SitePages/Home.aspx>.

**** Specialty acronyms from table are defined as: anesthesiology (ANES), emergency medicine (EM), family medicine (FM), general surgery (GEN SURG), gynecologic surgery and obstetrics (GYN/OB), internal medicine (IM), neurosurgery (NEURO SURG), orthopedic surgery (ORTHO), otolaryngology (OTO), pediatrics (PEDS), psychiatry (PSYCH), transitional year (TY), urology (URO).

GRADUATE MEDICAL EDUCATION FULL-TIME IN SERVICE SELECTION GOALS

SPECIALTY	AY-2024 RAD TO NADDS	AY-2024 FTIS RESIDENCY AUTHORIZED SELECTIONS***	AY-2024 FTIS FELLOWSHIP AUTHORIZED SELECTIONS	AY-2024 TOTAL FTIS SELECTION GOAL	AY-2027/28 **** SELECTION OPPORTUNITIES
Aerospace Medicine	-	7	-	7	-
Anesthesiology	YES	12	-	12	YES
Pain Management	-	-	1	1	-
Dermatology	-	4	-	4	YES
Emergency Medicine	-	14	-	14	YES
Family Medicine	-	31	-	31	YES
Family Medicine-Obstetrics	-	-	1	1	-
Sports Medicine	-	-	6	6	-
General Surgery	YES	3	-	3	YES
Plastic Surgery *	YES	-	-	-	-
Vascular Surgery	-	-	1	1	-
Gynecologic Surgery and Obstetrics	-	4	-	4	YES
Reproductive Endocrinology and Infertility	-	-	1	1	-
Internal Medicine	-	19	-	19	YES
Allergy and Immunology	-	-	1	1	-
Cardiology	-	-	4	4	-
Critical Care	-	-	1	1	-
Endocrinology	-	-	1	1	-
Gastroenterology	-	-	3	3	-
Hematology and Oncology	-	-	1	1	-
Infectious Disease	-	-	3	3	-
Nephrology	-	-	1	1	-
Pulmonary and Critical Care	-	-	6	6	-
Neurology	-	1	-	1	-
Neurosurgery	**	-	-	**	-
Occupational and Environmental Medicine	-	2	-	2	-
Ophthalmology	-	1	-	1	-
Orthopedic Surgery	-	4	-	4	-
Hand Surgery	-	-	1	1	-
Otolaryngology	-	TBD	-	TBD	-
Pathology	YES	1	-	1	-
Pediatrics	-	10	-	10	YES
Neonatology	-	-	1	1	-
Endocrinology	-	-	1	1	-
Gastroenterology	-	-	1	1	-
Infectious Disease	-	-	1	1	-
Physical Medicine and Rehabilitation	-	-	-	-	-
Preventive Medicine	-	4	-	4	-
Psychiatry	-	6	-	6	YES
Child and Adolescent Psychiatry	-	-	1	1	-
Forensic Psychiatry	-	-	1	1	-
Radiology	-	7	-	7	YES
Body Imaging	-	-	1	1	-
Musculoskeletal	-	-	1	1	-
Undersea Medicine	-	-	-	-	-
Undersea and Hyperbaric Medicine	-	-	1	1	-
Urology	-	2	-	2	-
TOTAL	TBD	132	41	173	TBD

GME positions listed are projections and subject to change according to operational and manning requirements.

Release from Active Duty (RAD) to NADDS selections will be considered, per reference (b), for specialties with “YES” in the RAD to NADDS row.

* RAD to NADDS opportunity for Plastic Surgery is for the Integrate Plastic Surgery Residency pathway.

** Neurosurgery PGY-2 training opportunity is dependent on current PGY-1 trainee pipeline.

*** PGY-2 applicants who did not complete any necessary training during their PGY-1 year may need to repeat some or all the specialty-specific PGY-1 year due to Accreditation Council for Graduate Medical Education and American Board of Medical Specialties requirements; consult with the specialty leader or program director of the specialty to which you are applying for further information.

**** A limited number of categorical residency opportunities are available for PGY-1 and incumbent intern applicants who opt-out of selection for straight-through training and notify the Navy GME office of their interest in this pilot program; these applicants will be considered for categorical residency in their first choice specialty to start their PGY-2 year in AY-2027 or AY-2028 following the completion of a 3-year operational tour.

FULL-TIME OUT SERVICE AND OTHER FEDERAL INSTITUTION SELECTION GOALS

Specialty	AY-2024		AY-2025
	R	F	F
Anesthesiology	-	-	-
Cardiothoracic	-	1	-
Critical Care	-	-	1
Neurosurgical Anesthesiology	-	1	-
Pediatric	-	1	-
Dermatology	-	-	-
Micrographic Surgery and Dermatologic Oncology (Mohs)	-	-	1
Emergency Medicine	2	-	-
Emergency Medical Services	-	1	-
Medical Toxicology	-	1	-
Family Medicine	1	-	-
General Surgery	4	-	-
Cardiothoracic	-	-	1
Colon and Rectal Surgery	-	-	2
Plastic Surgery	-	-	1
Surgical Oncology	-	-	1
Trauma and Critical Care	-	-	3
Vascular	-	-	1
Gynecologic Surgery & Obstetrics	1	-	-
Maternal-Fetal Medicine	-	-	1
Internal Medicine	-	-	-
Cardiology – Electrophysiology	-	-	1
Cardiology – Interventional	-	-	1
Gastroenterology – Advanced Endoscopy	-	-	1
Gastroenterology – Hepatology	-	-	1
Neurosurgery	1	-	-
Complex Spine	-	-	1
Occupational & Environmental Medicine	2	-	-
Orthopedic Surgery	-	-	-
Foot and Ankle	-	-	1
Hand	-	-	1
Pediatric	-	-	1
Spine	-	-	1
Sports	-	-	2
Trauma	-	-	1
Otolaryngology	-	-	-
Facial Plastic and Reconstructive Surgery	-	1	-
Neurotology	-	-	1

FULL-TIME OUT SERVICE AND OTHER FEDERAL INSTITUTION SELECTION GOALS
(Continued)

Specialty	AY-2024		AY-2025
	R	F	F
Pathology	1	-	-
Transfusion Medicine	-	1	-
Forensic Pathology	-	1	-
Pediatrics	-	-	-
Adolescent Medicine	-	2	-
Developmental and Behavioral	-	1	-
Neonatology	-	1	-
Pediatric Neurology	-	1	-
Pediatric Pulmonology	-	1	-
Preventive Medicine	1	-	-
Psychiatry	-	-	-
Addiction Psychiatry	-	1	-
Child and Adolescent Psychiatry	-	1	-
Radiation-Oncology	2	-	-
Radiology	-	-	-
Breast Imaging	-	-	1
Interventional Radiology	-	-	1
Neuroradiology	-	-	1
Pediatric Radiology	-	1	-
Urology	-	-	-
Urologic Oncology	-	1	-
Total	15	18	28
AY Totals	33		

Note: GME positions listed are projections and subject to change according to manning requirements. R = Residency F = Fellowship

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COMMANDING OFFICER ENDORSEMENT FORMAT:
APPLICANTS APPLYING FOR RESIDENCY OR FELLOWSHIP TEMPLATE

(must be on command letterhead)

1524
Ser 00/
Date

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

From: Commander, Name of Command

To: Commanding Officer, Naval Medical Leader and Professional Development Command
(Code 1WAC), 8955 Wood Road, Bethesda, MD 20889-5628

Subj: REQUEST FOR TRAINING IN GRADUATE MEDICAL EDUCATION

1. Forwarded, recommending approval.
2. Subject named officer is in compliance with physical readiness and body fat standards and meets requirements for transfer. Member is eligible to transfer June 2024.
3. Any additional remarks (required if not recommending approval or not within physical readiness standards).

Signature Line

Copy to:
Applicant

Enclosure (6)

BUMEDNOTE 1524
13 Jun 2023

COMMANDING OFFICER ENDORSEMENT FORMAT:
MEDICAL STUDENTS APPLYING FROM UNIFORMED SERVICES UNIVERSITY OF
HEALTH SCIENCES POST-GRADUATE YEAR 1 APPLICANTS TEMPLATE

(must be on command letterhead)

1524
Ser 00/
Date

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

From: Commander, Name of Command

To: Commanding Officer, Naval Medical Leader and Professional Development Command
(Code 1WAC), 8955 Wood Road, Bethesda, MD 20889-5628

Subj: REQUEST FOR TRAINING IN GRADUATE MEDICAL EDUCATION

1. Forwarded, recommending approval.
2. Subject named officer has not failed any clinical rotations, is not currently on probation, is in good academic standing, and is within body fat standards.
3. Any additional remarks (required if not recommending approval or not within physical readiness standards listed in subparagraph 5a of this notice).

Signature Line

Copy to:
Applicant

Enclosure (7)