



Personnel

**INSTRUCTION FOR THE 9026 CRITICAL HEALTH OFFICER
INITIATIVE/CONTINUING EDUCATION SQUADRON (CHOICES)**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

OPR: HQ ARPC/SGE (Captain Camille Looney)
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This instruction describes the 9026 Critical Health Officer Initiative/Continuing Education Squadron (9026 ARV Sq), outlines eligibility requirements, and explains how individuals may participate. This instruction does not apply to the Air National Guard (ANG) or to the Air Force Reserve Command (AFRC) unit programs.

SUMMARY OF REVISIONS

This revision has substantial changes incorporated. It should be reviewed in its entirety.

1. Purpose. The 9026 ARV Sq provides the AFRC with medical personnel having critical skills identified on the USAF Critical Skills List needed to meet contingencies and wartime needs. It provides flexible training opportunities to earn reserve pay and retirement point credit.

2. Organization. The 9026 ARV Sq is the established unit of assignment. The Commander, HQ ARPC, exercises command and control of the squadron; however, it is centrally managed by HQ ARPC/SG. The 9026 ARV Sq is designated training Category B, Selected Reserve status, Pay Group B.

3. Eligibility Requirements.

★3.1. Members of the 9026 ARV Sq must be commissioned in the USAF Medical Corps, Dental Corps, or Nurse Corps in accordance with AFI 36-2005, *Appointment in Commissioned Grades and Designation and Assignment in Professional Categories--Reserve of the Air Force and United States Air Force*.

3.2. Members must be employed full time in an identified critical skill or a resident in a program to qualify in a critical specialty Air Force Specialty Code (AFSC).

3.3. Physicians not qualified in a critical skill may be assigned to the 9026 ARV Sq for a specified period of time contract, if they are in a training program such as a fellowship which precludes their meeting the participation requirements for their category. This contract will not exceed the period of the training program and will be approved for 24 inactive duty training (IDT) and 12 days of annual tour (AT) only.

★3.4. Assignments to the 9026 ARV Sq must be approved by HQ ARPC/SGE based on the needs of the program.

4. Assignment/Attachment Procedures.

4.1. All members must maintain current licensure, meet the requirements of AFI 36-2903, *Dress and Personal Appearance of Air Force Personnel*, AFI 36-2908, *Family Care Plans*, maintain physical standard requirements for worldwide duty in accordance with AFI 40-502, *The Weight Management Program*, and maintain a unit of attachment agreement.

4.2. All assignments are conducted according to AFI 36-2115, *Assignments within the Reserve Components*.

★4.3. The unit of attachment (UOA) must be with an active duty Air Force medical unit (to include MAJCOMs, lead agents and military treatment facilities (MTF)). The UOA Agreement is forwarded from the member, through the UOA to HQ ARPC/SGE for approval. HQ ARPC/SGE will approve based on the needs of the Air Force.

5. Participation and Points.

★5.1. Members of the 9026 ARV Sq are in the Selected Reserve. Tables 1 and 2 describe the different kinds of participation. They are required to satisfy the retention/retirement (R/R) year requirement by earning a minimum of 50 points and complete the participation requirements each fiscal year as specified by their variation. They are required to complete Continuing Medical Readiness Training every 2 years per AFI 41-106, *Medical Readiness Planning and Training*.

★5.2. A minimum of 12 annual training days and 24 IDTs (24 training periods [TPs]) or 24 nonpaid Medical Extension Course Institute (ECI) points must be performed each fiscal and R/R year.

★5.3. The maximum participation allowable includes 14 days of AT and 48 IDT periods. *Note:* Some of the squadron's positions will be authorized to exceed 24 IDT periods. Those positions are reserved for residents, fellows, and fully qualified specialists who are approved for additional IDTs based on the needs of the Air Force. An example of the latter would be if a medical treatment facility needed a clinic provided by the Individual Mobilization Augmentee in the specialty required. Additionally, members are also authorized to earn pay and points by completing manning assistance (MPA) tours, school tours, and Continuing Health Education to Enhance Readiness (CHEER) tours. School and CHEER tours are funded and approved by HQ ARPC/SG.

★5.4. To allow maximum flexibility there are many ways one may earn points to have a satisfactory year for retirement. Points are credited and tracked administratively as follows:

5.4.1. Twenty-four to forty-eight IDT or ECI points would be obtained by one of four ways:

★5.4.1.1. Members may earn 24 ECI points for attending 20 hours of Continuing Medical Education (CME) and completing ARPC Form O-79, **Credentials Continuing Health Education Training Record**. The member completes the form and forwards it to HQ ARPC/SGE. Documentation regarding this process is maintained at HQ ARPC/SGE for 2 years. If these ECI points are awarded, members are not eligible to earn any additional IDT points for CME. ECI points will not be awarded for CME completed on annual, special, school, or manning assistance tours.

★5.4.1.2. Members may earn 24 points of paid IDT for completing at least 96 hours of CME. Once per year, members will submit AF Form 40A, **Record of Individual Inactive Duty Training**, with documentation of completion. Documentation of the 96 CME credits must be from an official source (either the certificates of completion or documentation by professional organization or local/state medical society). HQ ARPC/SGE will sign the bottom of the AF Form 40A and return it to the member for processing through his/her designated Regional Pay Office (RPO).

★5.4.1.3. Members may earn 24 points of paid IDT for training at the UOA. Training at other than the UOA must be pre-approved by the UOA.

★5.4.1.4. Residents or fellows in critical medical skills may earn up to 48 points of paid IDTs for completing up to 192 hours of CME. Once per year, members will submit an AF Form 40A, with documentation of completion. Documentation of the CME credits must be from an official source (either the certificates of completion or documentation by professional organization or local/state medical society). HQ ARPC/SGE will sign the bottom of the AF Form 40A and return it to the member for processing through their designated RPO.

★5.4.1.5. Some members (not residents or fellows), who are accessed into 48 point-approved positions, may only earn the optional/additional 24 paid IDTs over those allowed in paragraphs 5.4.1.1, 5.4.1.2, or 5.4.1.3 by training at the UOA. The total number of paid IDTs will not exceed 48. Refer to paragraph 4.2.

★Table 1. Participation Required and/or Authorized

VARIATION	ELIGIBLE	REQUIRED ANNUAL TOUR (Note 1, 7)	REQUIRED AND OPTIONAL IDTS (Note 1, 5)	SPECIAL POINTS FOR CME (Note 5, 8)
Variation 1	All assigned personnel	12-14 days of AT	24 paid points of IDT. IDTs are mandatory	
Variation 4	Individuals identified by HQ ARPC/SGE	12-14 days of AT	0-24 paid points of IDT. IDTS are optional.	Award 24 non-paid points by attending at least 20 hours of CME.
Variation 7	Individuals identified by HQ ARPC/SGE	12-14 days of AT	24-48 paid points of IDT. 24 points are mandatory	
Variation 8	Individuals identified by HQ ARPC/SGE	12-14 days of AT		24-48 paid points earned by attending 96-192 hours of CME.

★NOTES:

1. Participation at any location other than the UOA requires prior approval from both the UOA and HQ ARPC/SGE.
5. In accordance with AFI 36-8001, *Reserve Personnel Participation and Training*, Chapter 2, paragraph 2.3, no more than a total of 75 points earned from IDT, ECI, and membership may be credited for retirement in each R/R year.
7. Twelve days of AT must be performed each year. For residents and fellows, a waiver may be considered.
8. CME IAW AFI 41-117 *Medical Services Officer Education*.

★Table 2. Optional/Additional Participation

1	One paid CME (special tour) tour per year as money allows.
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2	Formal military school tours as slots, funding, and eligibility permit (e.g., Combat Casualty Care Course, Air War College, etc.).
3	Critical manning to support an active duty mission or shortfall.
4	Unlimited non-paid IDT at the UOA. (See Table 1, Note 5)

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