



Promotion

Promotion Results

Temporary promotion results: by category, grade, and officer name
Year

2010: http://dcp.psc.gov/2010_Tgrade_Promotions11.html

2009: http://dcp.psc.gov/2009_Tgrade_Promotions10.html

2008: http://dcp.psc.gov/2008_TGrade_Promotions9.html

2007: http://dcp.psc.gov/2007_Tgrade_promotions9.html

2006: <http://dcp.psc.gov/PY2006TG10.html>

2005: <http://dcp.psc.gov/PY2005TGPage9.html>

Statistics

2010: http://dcp.psc.gov/Stats_for_Web_2010.asp

2009: http://dcp.psc.gov/Stats_for_Web_2009.asp

2008: http://dcp.psc.gov/Stats_for_Web_2008.asp

2007: http://dcp.psc.gov/Stats_for_Web_2007.asp

2006: http://dcp.psc.gov/Stats_for_Web_2006.asp

2005: http://dcp.psc.gov/Stats_for_Web_2005.asp

2005 Announcement

<http://dcp.psc.gov/ccbulletin/articles/PY2005Promotions.htm>

Permanent promotion results: by category, grade, and officer name
Year

2010 http://dcp.psc.gov/PDF_docs/2010%20PG%20Results%20for%20web.pdf

2009: http://dcp.psc.gov/PDF_docs/2009Pgrade.pdf

2008: http://dcp.psc.gov/PDF_docs/2008Pgrade.pdf

2007 http://dcp.psc.gov/PDF_docs/pgrade_07_results.pdf

2006 http://dcp.psc.gov/PDF_docs/pgrade_06_results.pdf

2005 http://dcp.psc.gov/PDF_docs/2005_pgrade_promotions.pdf

Types of Promotion

There are three types of promotions in the Commissioned Corps:

1. Temporary promotion
 - http://dcp.psc.gov/eccis/documents/CCPM23_4_2.pdf
2. Permanent promotion
 - http://dcp.psc.gov/eccis/documents/CCPM23_4_1.pdf

3. Exceptional Proficiency Promotion (EPP)

- http://dcp.psc.gov/eccis/documents/CCPM23_4_2.pdf
- http://dcp.psc.gov/pdf_docs/PPM04_002_Final.PDF

When entering on active duty, officers are appointed at a temporary and permanent grade based on their creditable training and experience (T&E). Officers are eligible for regular promotion based on time in grade and length-of-service. Generally, all officers who are eligible for promotion to the temporary 0-2 (LTJG) or 0-3 (LT) grade will be promoted without review by a Promotion Board on the date that eligibility is attained, providing that the administrative requirements are met. For a list of the administrative requirements please see: http://dcp.psc.gov/Non_Competitive_Promotions.aspx. Promotions to all grades 0-4 and above are competitive. The promotion policy also allows for a special accelerated temporary promotion called Exceptional Proficiency Promotion. These promotions are highly competitive and allow promotion of an individual when that individual possesses truly exceptional capabilities and is performing an assignment above his/her current grade.

How to Know You are Promotion Eligible:

1. Log into the secure area on the Commissioned Corps Management Information System (CCMIS) at <http://dcp.psc.gov> and read the first page, which will inform you whether you are eligible for promotion during the upcoming promotion year.
2. Review documentation on eligibility criteria at http://dcp.psc.gov/promotion_pages_11/PY11_Cheat_Sheet.pdf

Scientific Benchmarks

In early 2004, the categories of the USPHS were asked to develop 'benchmarks' or guidance for evaluating a career officer. These benchmarks describe the 'ideal' or best qualified officer, and were not intended to be a 'requirement' standard for promotion. The current benchmarks for scientist officers can be found at on the CCMIS website at http://dcp.psc.gov/PDF_docs/2011%20SCIENTIST%20CATEGORY%20BENCHMARK_S.pdf . Click on the 2011 Scientist Category benchmarks. All officers should be familiar with the benchmarks!

Promotion To Do List

Preparing for promotions is a task with which each officer should be continuously involved over his/her entire PHS career. Consistent attention to your career plan and advanced planning can significantly reduce stress at this critical time in your career. Promotions to the 0-5 and 0-6 grades remain extremely competitive and unfortunately not everyone will receive promotions to the 0-6 grade during their careers. Special attention should be given to a number of things that need to be submitted to the appropriate offices by their respective deadlines. This includes the following:

- Review of USPHS Scientist Category Benchmarks on the SciPAC website
 - http://dcp.psc.gov/PDF_docs/2011%20SCIENTIST%20CATEGORY%20BENCHMARKS.pdf .

- Review of Promotion Information for Officers Memo for the current year
 - http://dcp.psc.gov/promotions_table_of_contents.aspx
 - http://dcp.psc.gov/2011_Promotion_Year_Checklist.aspx

- Review of your Electronic Official Personnel File (eOPF) available on the CCMIS website (<https://dcp.psc.gov/>) to ensure that:
 - The officer's Promotion Information Report (PIR) is correct.
 - An updated Curriculum Vitae (CV) is on file. The CV format is available on the SciPAC website for Scientist Category Officers (http://usphs-scientist.org/documents/sample_curriculum_vitae.pdf)
 - An updated Continuing Education and Training report is on file. The format for this report is available on the SciPAC website for Scientist Category Officers (http://usphs-scientist.org/documents/sample_curriculum_vitae.pdf).
 - A current Commissioned Officer's Effectiveness Report (COER) is completed on time and is on file. Also, ensure that the COERs from last 5 years (as applicable) are on file.
 - A current Officer's Statement is completed on time and is on file.
 - A current Reviewing Official Statement is completed on time and on file.

- Review Physical Examination Requirements for Permanent and Temporary Promotion
 - http://dcp.psc.gov/Medical_Requirements.aspx

- Submit four forms to the Medical Affairs Branch (MAB), if required, and check CCMIS secure site to confirm dates. NOTE: items 1 and 2 apply only to permanent promotions; items 3-4 apply to both temporary and permanent promotions.
 1. Disclosure Statement:
http://dcp.psc.gov/PDF_docs/AGeneralInstructionsVersion8.pdf
 2. Medical History Form - Update <1 year prior to review by the promotion board <http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd2807-1.pdf>
 3. Medical Examination Form – Current within the last 5 years
<http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd2808.pdf>
 4. Dental Examination form – Current within the last 5 years
http://dcp.psc.gov/PDF_docs/PHS-6355plain.pdf

- Ensure that Basic Readiness Standards are met
 - http://ccrf.hhs.gov/ccrf/readiness_guides.htm
 - http://dcp.psc.gov/eccis/documents/PPM07_001.pdf
 - http://dcp.psc.gov/eccis/documents/PPM07_007.pdf
 - http://ccrf.hhs.gov/ccrf/Readiness_FAQs.pdf

- Review eOPF/Promotion Frequently Asked Questions
 - http://dcp.psc.gov/prom_faq.asp

How Promotion Boards Work

The Director of the Division of Commissioned Corps Support (DCCOS) convenes a promotion board to consider all officers eligible for temporary and permanent promotions within a category. These promotion boards consist of five O-6 level officers who to the extent possible are representative of the category in terms of agency/program distribution, specialty, race/ethnicity, and gender; and contain at least one officer assigned outside of the Washington, D.C. area.

Board members are instructed to base their rankings only on information documented in an officer's eOPF. For this reason, officers are reminded to be consistent in updating their eOPF by providing accurate and current information (e.g., annual Curriculum Vitae). In their review of officers being considered for promotion, Promotion Boards are guided by the benchmarks established by each category. The benchmarks are used by Promotion Boards to score officers in each of the four Promotion Precepts

- Precept I – Performance: as reflected by the COER, the ROS, and any awards (PHS or non- PHS) with emphasis on the past 5 years;
- Precept II – Professional Development as reflected by continuing education;
- Precept III – Career progression as reflected by assignments with increased responsibility and mobility;
- Precept IV – Officership as reflected by contributions to the PHS mission.
- Precept V – Basic Readiness is not scored by the Promotion Boards, but is administratively applied by OCCO after the December 31 OFRD quarterly basic readiness check.

Revised weighting of existing precepts and/or the inclusion of new precepts may be considered. However, at this time, the COER I remains the major factor in determining an officer's performance in Precept #1.

Boards can only consider information in the eOPF. Therefore, it is imperative that the eOPF contain information pertinent to the precepts. Extraneous information works against an officer because the Board needs to sift through their eOPF in search of relevant materials. **COERs, thoroughly prepared Officer and Reviewing Official Statements, and a current CV are central to the decision-making process of the Boards.**

The Board combines all information relevant to the precepts to yield an overall assessment of an officer's qualifications for promotion. This assessment results in a rank order list for each grade. The Assistant Secretary for Health and Human Services (ASH) establishes cutoff scores for each rank order list considering numbers of vacancies in grade to which promotions can be made. Officers above the cutoff lines are promoted during the cycle. Those below the cutoff line are not promoted. All officers considered for promotion are notified by DCCOS of the results of the promotion competition.

What If I Am Not Promoted?

The promotion board score sheet is found in the Confidential section of the eOPF. Officers who have not been promoted should meet or teleconference with the SciPAC CPO and/or a mentor, or contact the chair of the SciPAC mentoring committee (<http://usphsscscientist.org/membership.htm>) to be assigned a mentor, to discuss the comments from the Board. These comments, if any, are useful to officers for ways to improve their performance and to become more competitive for the next promotion cycle. Officers should also follow the guidelines listed on the Promotion Information Website under the tab titled, "Not Promoted? Now What?" http://dcp.psc.gov/Not_promoted_Now_What.aspx