

2004 FY UPDATE TO AR 601-20

- A. AR 601-20, The Interservice Physician Assistant Training Program (IPAP), 17 October 2000, outlines the criteria for application to the IPAP. This message is the annual update for the Fiscal Year 2004 board, which will select students for Academic Year 2005 classes, and contains the applicable changes to AR 601-20 for this application period.
- B. Memorandum, DASG-ZA dated 24 November 03, SUBJECT: Change of Policy for US Army Active Duty Applications for the Interservice Physician Assistant Program (IPAP).
1. This message announces the IPAP Application Process for commissioned officers, warrant officers, and enlisted members for class starts in Academic Year/FY05. The selection board for IPAP classes starting in Jan, May, and Aug FY05 is scheduled to convene 13 July 04. Applications will be accepted if postmarked by 01 June 2004. Applications postmarked after 01 June 2004 will be returned to the originator without action.
 2. **Applicability**
This MESSAGE applies to all Active Component Army Commissioned Officers, Warrant Officers and Enlisted Members.
 3. **Administrative Support**
Is provided by Personnel Service Centers and Army Education Centers to assist in processing applications. Information and updates can be found on the U.S. Army Recruiting (USAREC) homepage at <http://healthcare.goarmy.com/docs/paqual3.htm>. Information regarding the program and curriculum specifics can be found at <http://www.samhouston.army.mil/ipap>. AR 601-20 can be found at http://www.usapa.army.mil/pdf/r601_20.pdf. or http://docs.usapa.belvoir.army.mil/jw2/xmldemo/r601_20/cover.asp.
 4. **Eligibility Criteria for Enlisted Members** (Criteria for Active Component Commissioned Officers and Active Component Warrant Officers can be found in separate sections of this message).
 - a. Enlisted applicants refer to AR 601-20, The Interservice Physician Assistant Training Program, 17 October 2000.
 - b. **The following paragraphs list the FY 2004 updates to AR 601-20.**
 - (1) Paragraph (P) 6.c. Delete current paragraph and replace with: Applicants must also meet the following prerequisites (Prerequisites outlined in paras 6.c.(1) through 6.c.(5) and 6.c.(8), and 6.c.(9) below may not be waived):

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- (2) P 6.c.(1) Delete current paragraph and replace with: Be an enlisted member of the Active Army and have a minimum of 3 years of Active Federal Service by 1 January 2005.
- (3) P 6.c.(1)(b) Change: at the time of entry into the first available class to: by 1 January 2005.
- (4) Add paragraph 6.c.(1)(c) All applicants must be U.S. citizens or have been admitted to the United States for permanent residence at the time of application IAW AR 135-101 and AR 135-100. Applicable provisions of the Immigration and Naturalization Act as amended apply.
- (5) P 6.c.(5)(a) Delete current paragraph and replace with: Only grades of "C" or better are transferable. Applicants must have a minimum cumulative grade point average of 2.5 (average computed from all colleges and universities attended), and a minimum grade point average of 2.5 in the sciences. The GPA requirement is not waivable. All applicants must complete an Academic Worksheet which can be obtained " at: <http://www.samhouston.army.mil/ipap/army.htm> by clicking on "Word Document". Formflow users may acquire the form at: <http://www.usarec.army.mil/im/formpub/forms.htm#UF1170> and click on USAREC Form 1235.
- (6) P 6.c.(5)(d) Delete current paragraph and replace with: Of the 60 semester hours (SH) of credit, the following mandatory courses (30 semester hours) must have been earned as in-residence hours at an approved accredited college or university. Applicants are strongly encouraged to repeat any of the mandatory science courses which were completed greater than 5 years ago. In-residence hours are defined as academic work completed by class attendance or by a graded distance learning course (internet only) through an approved accredited college or university. The following are not acceptable as in-residence hours: College Level Examination Program (CLEP), Defense Activity for Nontraditional Education Support (DANTES), correspondence courses, ACT-Proficiency Examination Program, AARTS (Army/American Council on Education Registry Transcript System), MOS or other military service training, Regents, examination for credit, or other programs that do not award semester or quarter hours of credit and a letter grade of "C" or better. Transfer credits listed on a college transcript from any of the preceding also do not qualify as in-residence hours. The prerequisite courses must be complete and presented on an official transcript prior to being submitted to the board. The applicant must have completed the following mandatory courses in-residence and are not waived:
 1. 6 semester hours of English (3 SH of which must include composition)
 2. 6 semester hours of humanities/social sciences

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3. 6 semester hours of General Chemistry, Organic, Inorganic, or Biochemistry (lab not required). Equivalent chemistries will be considered.
 4. 3 semester hours of Human Anatomy (lab not required)
 5. 3 semester hours of Human Physiology (lab not required). (The combination of Anatomy and Physiology courses is acceptable). NOTE: An A&P I course worth 4 SH is valued at 2 SH Anatomy and 2 SH of Physiology. Therefore you would need an additional 1 SH of Anatomy and 1 SH of Physiology. Therefore if you take A&P I, it is recommended that you take A&P II. If you take Anatomy separately, take Physiology separately.
 6. 3 semester hours of college Algebra or higher level math course (Intermediate Algebra will not be accepted.)
 7. 3 semester hours of Psychology (Any type of Psychology.)
- (7) P 6.c.(5)(d)5. Delete the statement: NOTE: Anatomy and Physiology courses completed as a result of military training in established military programs are considered in-residence.
- (8) P 6.c.(5)(e) Delete the current paragraph and replace with: The other remaining 30 semester hours may be derived from examinations offered by the CLEP general and subject examinations, DANTEs, ACT-Proficiency Examination Program, correspondence courses, AARTS, MOS or other military training, Regents, or examination for credit. All applicants should submit an official AARTS transcript. All applicants with less than 60 semester hours of college credit must submit an official AARTS transcript. To request a an institutional AARTS transcript, mail or fax a written, signed request or completed DA Form 5454-R to: AARTS Operations Center 415 McPherson Avenue, Fort Leavenworth, KS 66027-1373. Fax:(913) 684-2011. Have the official transcript sent to the address located at the end of this message.
- (9) P 6.c.(5)(g) Delete the current paragraph and replace with: All academic prerequisites must be completed prior to the board date. Applications will not be processed if required courses are pending completion and/or are in progress as of the board date.
- (10) P 6.c.(5)(g)1. Delete the current paragraph and replace with: Official transcripts from all colleges and universities attended, and all other agencies (CLEP, etc.), must be received prior to the board date or the board will not accept the application for review (Student copies or photocopies will not be accepted for the board.) One photocopy of each transcript should be sent with the application to USAREC. In addition, official transcripts from all schools attended must be sent directly from the institution directly to USAREC, ATTN RCHS-SVD-PA, 1307 Third Avenue, Fort Knox, KY 40121-2726. Transferred credits will not be accepted. Therefore all courses must be represented on the transcript of the school where the courses were originally taken.

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- (11) Add paragraph 6.c.(9) All applicants, regardless of degree status, must have taken the Scholastic Aptitude Test (SAT) within five years of the fiscal year of application. There is no current minimum score requirement. However, the score will be reviewed by the selection board. The SAT may not be substituted by any other college aptitude exam.
- (12) Add paragraph 11.r. Results of the Scholastic Aptitude Test (SAT) taken within five years of the fiscal year of application. Official SAT scores will be sent directly to HQ, USAREC, ATTN: RCHS-SVD, 1307 Third Avenue, Fort Knox, KY 40121-2726 by entering the code 3994 on the SAT test form. The SAT must be completed so that results are received by USAREC prior to the board date. Army Education Centers can assist with the completion of the SAT requirement.
- (13) P 9.b. Delete: to the next selection board.. Replace with: in 12 months.
Add: Applicants that were boarded for the November 2003 "Special Board" and not selected are eligible to apply for the July 2004 board and are not required to wait 12 months to reapply.
- (14) P 10.d. Add: I will forward to USAREC 1 copy of my reenlistment/extension contract demonstrating the required remaining service obligation no later than 90 days prior to the anticipated report date to IPAP. I understand failure to submit this documentation (of remaining service obligation) will result in my orders being withheld and possibly being removed from the selection list or deferred to another class.
- (15) P 10.f. Delete: AR 614-200, paragraph 4-9 Replace with: AR 614-200, paragraph 4-6
- (16) P 10.g. Delete the current paragraph and replace with: "I understand that I am required to take the Physician Assistant National Certifying Examination (PANCE) sponsored by the National Commission on Certification of Physician Assistants, Inc. (NCCPA) on the first available examination date for which I am eligible IAW AR 40-68, paragraph 9-1. I must pass the exam within 12 months after completion of the IPAP Phase 2. Should I fail to pass the PANCE on my first attempt, I understand that I must retake the examination at my own expense at the next available opportunity. I also understand that failure to pass the PANCE within 12 months, except when officially exempted in writing, will result in my being involuntarily branch transferred in accordance with AR 614-100 paragraph 4.3, and that I will serve the remainder of my service obligation in the branch to which I am transferred. A request for branch transfer will be initiated after the first PANCE failure and will become effective one year after completion of the IPAP Phase 2 training if I have failed to pass the PANCE within that year. I further understand that once I become NCCPA certified, I will be required to maintain NCCPA

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currency as outlined by the certifying authority for the duration of my active federal service."

- (17) P 10.i. Add: electronic mail address, and change to read: changes of assignment, address, and eligibility in a timely manner.
- (18) P 11.a. Add: (A maximum of five memorandums of recommendation will be accepted)
- (19) P 11.a.(4)(c) Delete current paragraph and replace with: A Physician Assistant who has experience working in or for the military and having knowledge of the applicant's interest and aptitude for a medical profession.
- (20) p 11.h. Delete: SF 88 and SF 93 and replace with: DD 2808 and DD 2807
- (21) p 11.h.(2). Delete: Item 46 of SF 88 and replace with: Item 74a of DD 2808
- (22) p 11.h.(3)(a) Delete: SF 88 and the SF 93 and replace with: DD 2808 and DD 2807
- (23) Add paragraph p 11.h.(4) The DD 2808 will have a documented HIV, as well as a Drug and Alcohol test on items 49, 50 and 51. A printout of the lab results will accompany the physical. The physical will be accompanied with a copy all profiles, temporary and permanent, with the appropriate profile designator, "2", "3" or "4".
- (24) Add paragraph p 11.h.(5) All females will have pregnancy test results documented on their DD 2808 IAW AR 40-501 chapter 2-14a (9). They must notify the Interservice Program Manager at once if there are any changes in pregnancy status from the date of physical until they report to the IPAP.
- (25) p 11.j. Delete: applicant's physical fitness control officer and replace with: First Sergeant
- (26) P 11.k. Delete current paragraph and replace with: One copy of the Army Knowledge Online (AKO) account Official Military Personnel File (OMPF) table of contents. Applicants in the rank of SGT or above will submit copies of their evaluation reports (NCOER), a copy of their last 3 academic evaluations (DA 1059), and a copy of all awards. Applicants in the rank of SPC and below should submit copies of all awards and evaluation reports (if applicable). All applicants will include documentation related to disciplinary actions that are permanently placed in their records. A copy of the OMPF can be obtained by accessing OMPF through the AKO account and printing the records. The OMPF record printout should be dated no earlier than 6 months prior to the application deadline and must be certified by PSB/PSC. The web address for OMPF access is: <https://ompf.hoffman.army.mil/public/news.jsp>. True and certified copies of all medical licenses, certifications and training are required. Applicants are encouraged to add

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documents or certifications of training that may improve the competitiveness of the application.

- (27) P 11.i.(1),(2) Delete the current paragraphs and replace with: Official transcripts from all colleges and universities attended, and all other agencies (CLEP, AARTS, etc.), must be received prior to the board date or the board will not accept the application for review. Student copies and photocopies will not be accepted for the board, however they should to be sent with the application in addition to the official transcript requests.
- (28) p 11.m. Delete paragraph and reference FY04 Message Paragraph B.4.b.(25) above
- (29) P 11.o. Delete the last sentence and replace with: The correct format for this curriculum vitae is found at the end of this message.
- (30) P 11.p. Delete the current paragraph and replace with: DD 214, NGB 22, and other service records from other branches for all prior service.
- (31) Add paragraph 11.q. A completed Academic Worksheet documenting all academic courses taken, grades and hours earned. The Academic Worksheet can be obtained at: <http://www.samhouston.army.mil/ipap/army.htm> by clicking on "Word Document". Pages 4-8 of this link contain the Academic Worksheet. Formflow users may access the document at: <http://www.usarec.army.mil/im/formpub/forms.htm#UF1170> and click on USAREC Form 1235.
- (32) P 13.a. Add: The MEDCOM shoulder patch will be on the appropriate uniforms.
Enlisted
students will report to Phase 1 with the appropriate uniform changes already made.
- (33) P 13.f. After Second Lieutenant Add: ,with 1 year constructive credit,
- (34) P 13.h. Delete the current paragraph and replace with: Upon graduation, the officer will take the Physician Assistant National Certifying Examination (PANCE) sponsored by the National Commission on Certification of Physician Assistants, Inc. (NCCPA) on the first available examination date. Failure to pass the PANCE on the first attempt will cause the officer to retake the examination at their own expense at the next available opportunity. Failure to pass the PANCE within 12 months following graduation from Phase 2 will result in involuntary branch transfer in accordance with AR 614-100.
- (35) P 14.b. Delete the current paragraph and replace with: Official transcripts, civilian and military, must be a part of the application, and should be mailed directly to HQ, USAREC,

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ATTN: RCHS-SVD, 1307 Third Avenue, Fort Knox, KY 40121-2726 by the awarding institution. Student transcripts and photocopies of transcripts are not acceptable. It is advisable to request transcripts well in advance so that they may be evaluated and processed prior to the board convening date.

(36) P 16.a. Add: POC CW3 White, DSN 327-7306, Commercial 703-607-7306, email: Doug.White@ngb.army.mil.

(37) P 16.b. Add: Contact U.S. Army Reserve Personnel Command AHRC-HS-OPS, 1 Reserve Way, St. Louis, MO 63132-5200. POC SSG Pope, DSN 892-0444, Commercial 314-592-0444.

5. **Eligibility Criteria for Commissioned Officers** (Criteria for Warrant Officers and Enlisted Members can be found in separate sections of this message).
- a. The Surgeon General has changed the policy for US Army Active Duty Applicants for the IPAP to include any active duty enlisted, officer, or warrant officer who meets program qualifications (DASG-ZA memorandum, 21 May 2002).
 - b. All officers who otherwise meet the eligibility criteria may apply for this program regardless of their branch and Area of Concentration (AOC).
 - c. **Commissioned officers refer to AR 601-20, The Interservice Physician Assistant Training Program (IPAP), 17 October 2000, for eligibility criteria and application procedures and to paragraphs 4.b.(1),(3) through (36) of this message.**
 - d. The following paragraphs list the FY 2004 updates to AR 601-20, and the specific requirements for commissioned officer applicants (disregard "enlisted" paragraphs, unless changed to "commissioned officer", and "MOS" paragraphs, unless changed to "AOC", and other paragraphs that only apply to enlisted applicants). The fiscal year 2004 changes to AR 601-20 as listed in the enlisted portion of this message also apply to officer applicants [paragraphs 4.b.(1),(3) through (36)].
- (1) Paragraph (P) 5. Delete 5a(1) and 5a(2).
 - (2) Paragraph (P) 6. Change: military occupational specialty (MOS), To: area of concentration (AOC).
 - (3) P 6.b. Delete the current paragraph and replace with: The request for release in 6. above, will be obtained by HQ USAREC, RCHS-SVD through coordination with the appropriate officer branch.

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- (4) P 6.c.(1) Delete the current paragraph and replace with: Be a commissioned officer of the Active Army and have a minimum of 3 years of Active Federal Service by 1 January 2005.
- (5) P 6.c.(1)(b) Change: enlisted members To: commissioned officers.
- (6) P 6.c.(2),(3),(6)(a),(b) Delete.
- (7) P 6.c.(7) Delete current paragraph and replace with: Be physically qualified for retention in accordance with AR 40-501 chapter 3. Physical must be completed no more than 12 months prior to the anticipated board. Physical must include documentation of HIV as well as Drug and Alcohol testing in items 49, 50 and 51. A printout of the lab results will accompany the physical.
- (8) P 6.c.(8) Delete.
- (9) P 7.a. Delete current paragraph and replace with: Applicants will be conditionally re-appointed as Army Medical Specialist Corps (SP) officers, 65D00E, USAR, with concurrent call to active duty IAW DoDI 6000.13, prior to the start of the program. While attending training, commissioned officers will wear the rank as determined by their individual constructive service credit calculated IAW DoDI 6000.13 and policy established by the OTSG on a case-by-case basis. All officers will serve in an obligated status, and will not retain RA or VI status.
- (10) P 7.b.(1),(2) Delete current paragraphs (1),(2), and replace (2) with: (1) Upon graduation from Phase 2, the officer incurs an active duty service obligation (ADSO) of 4 (four) years beyond the date of successful completion of Phase 2 training. Any calculated ADSO remaining from prior appointment will be served consecutively with ADSO incurred as a result of IPAP participation and it will be served "First incurred, first served". Time spent in the IPAP will not be used to satisfy any outstanding ADSO.
- (11) P 7.b.(3) Delete current paragraph and replace with: (2) If the officer fails to successfully complete the IPAP for any reason, or if they become non-select for promotion while attending the IPAP, they may be removed from training, re-branched, or separated from active duty depending on the needs of the Army.
- (12) P 8.a.(3) Delete current paragraph and replace with: Officers who are not graduates of Army Medical Department (AMEDD) Officer Basic Course (OBC) must attend and complete AMEDD OBC.

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- (13) P 10.a. Delete current paragraph except: In accordance with Army Regulation 601-20, I hereby make application for the Interservice Physician Assistant Training Program.
- (14) P 10.b. Delete current paragraph and replace with: I understand that I will be conditionally re-appointed as an Army Medical Specialist Corps officer, USAR, AOC 65D00E, with concurrent call to active duty IAW DoDI 6000.13, prior to the start of the program. I further understand that I will attend the IPAP with a re-appointed rank as determined by constructive service credit calculated IAW DoDI 6000.13, and policy established by OTSG on a case by case basis. If I become non-select for promotion while attending the IPAP, I may be removed from training, re-branched, or released from active duty depending on the needs of the Army. If I fail to complete the IPAP I may also be re-branched, or released from active duty depending on the needs of the Army.
- (15) P 10.c. Delete current paragraph except first sentence and replace second sentence with: To the best of my knowledge, I satisfy the medical standards for retention

IAW AR 40-501, chapter 3.
- (16) P 10.d. Delete current paragraph and replace with: I agree to complete the educational requirements of Phase 1 and Phase 2 and serve on active duty as a commissioned officer for a minimum period of 4 years after successful completion of Phase 2. Officers who are not graduates of the Army Medical Department (AMEDD) Officer Basic Course (OBC) must attend the AMEDD OBC.
- (17) P 10.e. Delete current paragraph and replace with: My current active duty service obligation (ADSO) expires on (date). I understand that any and all remaining ADSO will

run consecutively with the ADSO incurred by the attendance to IPAP. Time spent in the

IPAP will not be used to satisfy any outstanding ADSO, IAW DoDI 6000.13. Consecutive obligation will be discharged "first-incurred, first-served."
- (18) P 10.f. Delete current paragraph and replace with: To be eligible to apply to the IPAP, I understand that I must remain on active duty through 30 September 2005.
- (19) P 10.h. Delete current paragraph and replace with: I understand that I have no right to retention on active duty beyond the service obligation for the training to which I am applying. I am aware that if not integrated into the Regular Army, current regulations require that I be released from active duty or retired upon attaining 20 years active service unless retained on active duty thereafter as an exception to policy.

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- (20) P 10.j.k.l.m. Delete.
- (21) P 11.a. Add: (A maximum of five letters of recommendation will be accepted).
- (22) P 11.c. Delete current paragraph and replace with: Certified true copy of current Officer Record Brief (ORB).
- (23) P 11.d. Delete current paragraph and replace with: Certified true copies of all current, expired, or inactive professional medical licenses and certificates of medical training.
- P 11.h. Delete current paragraph and replace with: Two copies of DD 2808 (Report of Medical Examination) and the DD 2807 (Report of Medical History) completed no more than 12 months prior to the anticipated board. The examination will be conducted according to AR 40-501, chapter 3. In addition, the DD 2808 must include documentation of HIV as well as Drug and Alcohol testing in items 49, 50 and 51. A printout of the lab results will accompany the physical. The physical will be accompanied with a copy all profiles, temporary and permanent, with the appropriate profile designator, "2", "3" or "4".
- (24) P 11.i. Delete current paragraph and replace with: Request for time in service waiver, required per paragraph 6.c.(1)(b).
- (25) P 11.k. Delete current paragraph and replace with: One copy of the Army Knowledge Online (AKO) account Official Military Personnel File(OMPF) table of contents. Applicants will submit copies of their officer evaluation reports (OER), their last 3 academic evaluations (DA 1059), education and training, all awards, disciplinary documents, and service documents to include appointment orders and memorandums, contracts and promotions. A copy of the OMPF can be obtained by accessing OMPF through the AKO account and printing the records. The OMPF record printout should be dated no earlier than 6 months prior to the application deadline and must be certified by PSB/PSC. The web address for OMPF access is: <https://ompf.hoffman.army.mil/public/news.jsp>. Applicants are encouraged to add documents or certifications of training that may improve the competitiveness of the application.
- (26) P 11.m. Delete current paragraph and replace with: The original or a certified true copy of an approved conditional release from the applicant's appropriate Human Resource

Command (HRC) Branch Manager in memorandum format. The battalion level commander must endorse the request to PERSCOM. The PERSCOM Branch Manager will

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process the conditional release through the Chief, Personnel Services Branch, Health Services Division, at Human Resource Command, AHRC-OPH-PS.

- (27) P 11.n. Add Paragraph: Certified true copies of all DA 71s, all appointment memorandums, all appointment orders, and where applicable, all ROTC contracts.
 - (28) P 13.a. Delete current paragraph and replace with: During Phase 1 and Phase 2 training, officers will wear the re-appointed rank as determined by constructive service credit calculated IAW DoDI 6000.13, and policy established by OTSG. Officers will report with the Medical Specialist Corps Branch Insignia worn on the appropriate uniforms. The MEDCOM shoulder patch will be on the appropriate uniforms. Officers will report to Phase 1 with the appropriate uniform changes already made.
 - (29) P 13.b. Delete.
 - (30) P 13.c. Delete current paragraph and replace with: For officers required to attend AMEDD OBC, failure to complete OBC will result in recycle in the course until all requirements for graduation are met.
 - (31) P 13.d. Delete current paragraph and replace with: Failure to complete Phase 1 or Phase 2 training will result in being re-branched or released from active duty depending on the needs of the Army.
 - (32) P 13.e. Delete.
 - (33) P 13.f. Delete current paragraph and replace with: e. Upon successful completion of Phase 2 training, officers will incur a 4-year active duty service obligation (ADSO) to be served consecutively with any prior ADSO. Consecutive obligation will be served "First incurred, first served".
 - (34) P 13.g. Delete.
 - (35) P 13.h. Change h to f.
 - (36) P 15. Delete paragraph 15, change paragraph 16 to 15 and paragraph 17 to 16.
6. **Eligibility Criteria for Warrant Officers** (Criteria for Commissioned Officers and Enlisted Members can be found in separate sections of this message)
- a. The Surgeon General has changed the policy for US Army Active Duty Applicants for the IPAP to include any active duty enlisted, officer, or warrant officer who meets program qualifications (DASG-ZA memorandum, 21 May 2002).

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- b. All warrant officers who otherwise meet the eligibility criteria may apply for this program.
- c. **Warrant officers refer to AR 601-20, The Interservice Physician Assistant Training Program (IPAP), 17 October 2000, for eligibility criteria and application procedures, and to paragraphs 4.b.(1),(3) through (36) of this message.**
- d. The following paragraphs list the FY 2003 updates to AR 601-20, and the specific requirements for warrant officer applicants (disregard "enlisted" paragraphs, unless changed to "warrant officer", and other paragraphs that only apply to enlisted applicants). The fiscal year 2004 changes to AR 601-20 as listed in the enlisted portion of this message also apply to warrant officer applicants [paragraphs 4.b.(1),(3) through (36)].
 - (1) P 6.b. Delete the current paragraph and replace with: The request for release in 6. above, will be obtained by HQ USAREC, RCHS-SVD through coordination with the appropriate warrant officer branch.
 - (2) P 6.c.(1) Delete the current paragraph and replace with: Be a warrant officer of the Active Army and have a minimum of 3 years of Active Federal Service by 1 January 2005.
 - (3) P 6.c.(1)(b) Change enlisted member(s) to warrant officer(s).
 - (4) P 6.c.(2),(3),(6)(a),(b) Delete.
 - (2) P 6.c.(7) Delete current paragraph and replace with: Be physically qualified for retention in accordance with AR 40-501 chapter 3. Physical must be completed no more than 12 months prior to the anticipated board. Physical must include documentation of HIV as well as Drug and Alcohol testing in items 49, 50 and 51. A printout of the lab results will accompany the physical.
 - (6) P 6.c.(8) Delete.
 - (7) P 7.a. Delete current paragraph and replace with: Warrant officers will attend the program in their current warrant officer grade. Upon completion of the IPAP and commissioning in the Army Medical Specialist Corps (AMSC), each officer will be required to complete the AMEDD Officer Basic Course (OBC) at Fort Sam Houston, Texas, prior to initial assignment.
 - (8) P 7.b.(2) Delete: according to AR 135-210, paragraph 2-7b and AR 350-100, and Add:

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Any calculated active duty service obligation (ADSO) remaining from prior warrant officer appointment will be served consecutively with ADSO incurred as a result of IPAP participation and it will be served "First incurred, first served". Time spent in the IPAP will not be used to satisfy any outstanding ADSO.

- (9) P 7.b.(3) Delete current paragraph and replace with: If the warrant officer fails to successfully complete the IPAP for any reason, or if appointment as a commissioned officer is not tendered, or if they become non-select for promotion while attending the IPAP, they may be removed from training, re-branched, or separated from active duty depending on the needs of the Army.
- (10) P 8.a.(3) Warrant officers who are not graduates of the Army Medical Department (AMEDD) Officer Basic Course (OBC) must attend and complete the AMEDD OBC.
- (11) P 10.a. Delete: If appointment as a commissioned officer is not tendered, I understand I will be required to serve the period specified by my enlistment, reenlistment, or enlistment extension and that my failure to complete the period specified may result in separation in accordance with AR 635-200.
- (12) P 10.c. Delete all but first sentence and third sentence and change second sentence to: To the best of my knowledge, I satisfy the medical standards for retention IAW AR 40-501, chapter 3.
- (13) P 10.d. Delete current paragraph and replace with: I agree to complete the educational requirements of Phase 1, Phase 2, and AMEDD OBC, and to serve on active duty as a commissioned officer for a period of 4 years after successful completion of Phase 2. If I fail to complete the IPAP, I may be re-branched, or released from active duty depending on the needs of the Army.
- (14) P 10.e. Delete current paragraph and replace with: My current active duty service obligation (ADSO) remaining for my most recent training expires on (date). I understand that any and all remaining ADSO will run consecutively with the ADSO incurred from the IPAP. Time spent in the IPAP will not be used to satisfy any outstanding ADSO, IAW DoDI 6000.13. Consecutive obligation will be discharged "first-incurred, first-served."
- (15) P 10.f. Delete current paragraph and replace with: To be eligible to apply to the IPAP, I understand that I must remain on active duty through 30 September 2005.
- (16) P 10.h. Delete current paragraph and replace with: I understand that I have no right to retention on active duty beyond the service obligation for the training to which I am applying. I am aware that if not integrated into the Regular Army, current regulations require that I be released from active duty or retired upon attaining 20 years active

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service unless retained on active duty thereafter as an exception to policy.

- (17) P 10.j.k.l.m. Delete.
- (18) P 11.a. Add: (A maximum of five letters of recommendation will be accepted).
- (19) P 11.c. Delete current paragraph and replace with: Certified true copy of current Officer Record Brief (ORB).
- (20) P 11.d. Delete current paragraph and replace with: Certified true copies of all current, expired, or inactive professional medical licenses and certificates of medical training.
- (21) P 11.h. Delete current paragraph and replace with: Two copies of DD 2808 (Report of Medical Examination) and the DD 2807 (Report of Medical History) completed no more than 12 months prior to the anticipated board. The examination will be conducted according to AR 40-501, chapter 3. In addition, the DD 2808 must include documentation of HIV as well as Drug and Alcohol testing in items 49, 50 and 51. A printout of the lab results will accompany the physical. The physical will be accompanied with a copy all profiles, temporary and permanent, with the appropriate profile designator, "2", "3" or "4".
- (22) P 11.k. Delete current paragraph and replace with: One copy of the Army Knowledge Online (AKO) account Official Military Personnel File(OMPF) table of contents. Applicants will submit copies of their officer evaluation reports (OER), their last 3 academic evaluations (DA 1059), education and training, all awards, disciplinary documents, and service documents to include appointment orders and memorandums, contracts and promotions. A copy of the OMPF can be obtained by accessing OMPF through the AKO account and printing the records. The OMPF record printout should be dated no earlier than 6 months prior to the application deadline and must be certified by PSB/PSC. The web address for OMPF access is: <https://ompf.hoffman.army.mil/public/news.jsp>. Applicants are encouraged to add documents or certifications of training that may improve the competitiveness of the application.
- (23) P 11.m. Delete current paragraph and replace with: The original or a certified true

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copy of an approved conditional release from the applicant's appropriate PERSCOM Branch Manager in memorandum format. The battalion level commander must endorse the request to PERSCOM. The PERSCOM Branch Manager will process the conditional release through the Chief, Personnel Services Branch, Health Services Division, at PERSCOM, TAPC-OPH-PS.

- (24) P 11.n. Add Paragraph: Certified true copies of all DA 71s, all appointment memorandums, all appointment orders, and where applicable, all ROTC contracts.
- (25) P 13.a. Delete current paragraph and replace with: During Phase 1 and Phase 2 training, warrant officers will wear their current warrant officer rank. The MEDCOM shoulder patch will be on the appropriate uniforms. Warrant Officers will report to Phase 1 with the appropriate uniform changes already made.
- (26) P13.b. Delete.
- (27) P 13.d. Delete current paragraph and replace with: 13.b. Failure to complete Phase 1 or Phase 2 training will result in being re-branched or released from active duty depending on the needs of the Army.
- (28) P 13.e. Delete.
- (29) P 13.f. Change to 13.d.
- (30) P 13.g. Change to 13.e. and Change enlisted status to: warrant officer status.
- (31) P 13.h. Change to 13.f.

SAMPLE CURRICULUM VITAE FORMAT

Name: Rank: MOS/AOC:

SSN:

Current Address/Home Phone Number:

Home of Record: City & State

Date and Place of Birth:

Basic Active Service Date:

Pay Entry Basic Date:

