

DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
111 SOUTH GEORGE MASON DRIVE
ARLINGTON, VA 22204-1382



NGB-ARO

28 JUN 1994

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: (All States Log Number P94-0033) 91C Patient Care
Specialist Civilian Education Program (CEP) Policy Guidance

1. The following policy guidance is established for managing the 91C Civilian Education Program (CEP). The guidance contained in this memorandum will expire one year from the date.

2. ORDERS: Orders will cover the length of the course; however, shall not exceed 12 months without detailed justification and the express written consent of NGB-ARO-TI. Non-school periods exceeding 4 weeks, will require interruption of orders, i.e., summer vacation, etc., with subsequent notification of NGB-ARO-TI. For non-school periods of less than 4 weeks duration, soldiers shall be on leave status. Orders shall not be extended for the convenience of the soldier.

3. PHYSICAL STANDARDS: All soldiers are required to meet the standards in AR 600-9 and AR 40-501, Chapter 2 and AR 135-200, 1-14a. Additional examinations must be accomplished in accordance with (IAW) Army regulations: drug, pregnancy, and Human Immunodeficiency Virus (HIV), prior to enrollment. Confirmed positive results of any of the above mentioned tests shall terminate the application process.

4. APFT: IAW AR 350-41, Chapter 11, students will be administered a diagnostic APFT during the first week of class and a record APFT every 6 months while on ADT orders.

5. MEDICAL: Illness or injury occurring while on orders, will be handled according to regulations governing Active Duty for Training (ADT) soldiers. Soldiers may be involuntarily released IAW AR 135-200, 1-13, if physical limitations interfere with, or prohibit them from attending the required training.

6. ACADEMIC PERFORMANCE: Students must maintain at least a 2.0 Grade Point Average (GPA) in each subject. Failure to maintain a 2.0 GPA may result in academic relief IAW AR 135-200, 1-13a(1)(e). Soldiers shall not repeat classes without written consent from NGB-ARO-TI.

7. NCLEX-PN: All graduating 91C CEP soldiers will take their state nursing exams (NCLEX-PN/RN) on the first date available. The initial NCLEX-PN and one retest will be paid for by NGB-ARO-TI.

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8. BOOKS & SUPPLIES: All required nursing texts, nursing uniforms and supplies, will be provided for the authorized soldier. A list of authorized students and authorized purchases must be provided to the college bookstores and updated each semester/quarter.

9. DRILL ATTENDANCE: AR 135-200, paragraph 4-2d, does not require soldiers to attend scheduled Inactive Duty Training (IDT) or Annual Training (AT) with their assigned unit while on ADT orders. However, we strongly recommend that frequent contact be maintained between the soldier and assigned unit.

10. DRESS/APPEARANCE STANDARDS: All soldiers are expected to wear appropriate duty uniform and maintain appropriate military appearance IAW AR 670-1 and AR 600-9.

11. COUNSELING: Commanders shall counsel each soldier, using DA Form 4856-R, General Counseling Form, prior to enrollment, ensuring that each soldier understands and accepts his/her responsibilities during this training program, i.e. Army Standards of Conduct, pregnancy during training, APFT, height/weight standards and satisfactory academic progress.

12. REFERENCES: AR 40-3, AR 40-501, Chapter 2, AR 135-200, AR 350-15, AR 600-9, AR 600-110, AR 670-1, DA PAM 351-4, NGR 40-3, NGR 350-1, NGR 351-1, All States Log Number P93-0040, 91C Patient Care Specialist Civilian Education Program (CEP) Policy Implementation.

13. Point of Contact is Pat DeBlasi, NGB-ARO-TI, DSN: 327-7333 or SGM Halliday, NGB-ARP-HN, DSN: 327-9531, Comm: (703)607-9531.

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