



DEPARTMENTS OF THE ARMY AND THE AIR FORCE

NATIONAL GUARD BUREAU
WASHINGTON, D. C. 20310-2500



NGB-ARS

06 March 1992

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: (All States Log Number I92-0112) Health Systems Specialist/Active Guard/Reserve Training Program

1. The Office of the Army Surgeon will conduct a three and a half day training program, from 28 April - 01 May 92, for personnel in the Health Systems Specialist (HSS) and Active Guard/Reserve (AGR) medical actions section of each state.
2. The classes will be held from 0800 to 1600 hrs, Tuesday through Thursday, and 0800 to 1200 hrs, on Friday. Travel days will be Monday, 27 Apr 92, and Friday, 1 May 92, after 1200 hrs.
3. Information and instruction will be presented by the Chief of the Health Care and Physical Standards Branch, Patient Administrator, NGB-ARS action officers, as well as guest speakers from the Active Component and other NGB Divisions. All NGB-ARS policies and actions (e.g. civilian medical vouchers, civilian dental requests, waiver requests, physical examinations, HIV, CVSP, etc.) will be reviewed, to assist in timely resolution of medical actions. Deficiencies preventing immediate NGB-ARS resolution of actions, will be identified and discussed. Two training sessions will conclude with break-out sessions with the NGB-ARS staff. Attending personnel are encouraged to bring outstanding/difficult cases with them for resolution.
4. If your personnel have special duties or requirements, NGB-ARS will do everything we can to accommodate them if you will let us know before he/she arrives. Personnel are encouraged to bring copies of AR 40-501, AR 40-3, NGR 40-501 and NGR 40-3 for reference.
5. The training class has greatly changed and expanded over the past months to address the ever widening range of health care issues, changing policies, and medical responsibilities of the ARNG. If HSS/AGR personnel have not recently attended the training sessions, NGB-ARS encourages consideration be given to again sending representatives for these classes.
6. To maximize the training opportunity throughout the ARNG, only two attendees per state can be allowed. If the training course fills and NGB-ARS cannot accommodate the State's request for attendance, those names will be put on a waiting list in case of a cancellation. If no cancellations become available the State will be given priority for the next training class scheduled for 21 - 25 Sep 92. Training attendance is limited to 50. Selection will be based on a first come/first serve basis.

NGB-ARS

SUBJECT: (All States Log Number I92-0112) Health Systems
Specialist/Active Guard/Reserve Training Program

7. All personnel who were placed on the priority list for the April, 1992, training, must re-confirm their attendance to reserve a seat.

8. Departure to home station must be after 011200 May 92, following the final scheduled class. If an attendee cannot stay through the entire training period, it is requested the State send him/her at a time when the soldier can participate in all the training classes.

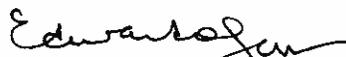
9. The National Guard Bureau is mandated to reduce TDY and travel costs to the Military District of Washington. To comply with established guidelines all attending personnel must lodge at the Spring Hill Motor Lodge, Alexandria, VA., site of the training classes. Additionally, no rental cars will be authorized.

10. NGB-ARS has negotiated a favorable agreement with the Spring Hill Motor lodge to reduce State TDY expenses. Spring Hill provides free transportation to and from National Airport, and nearby metro (subway) stops. On notification of attendance from NGB-ARS, the attendee must confirm a reservation by credit card with Spring Hill Motor Lodge (1-800-323-0024).

11. The State will be notified of the MDW travel/TDY account number required for travel/TDY orders.

12. POC is SFC Eisenbart, DSN: 289-1705, FAX (DSN): 289-4731

FOR THE CHIEF, NATIONAL GUARD BUREAU:



EDWARD K. JEFFER
COL, GS
Chief Surgeon, Army National Guard

DISTRIBUTION:
MILPO
SPMO

CF:
TAG