

Date (example: 10 April 2003)

MEMORANDUM FOR President, Reserve Component Officer, (*grade*) Medical Corps
Promotion Selection Board, (TAPC-MSL-PM), 9700 Page Avenue, St. Louis, MO 63132-5200

SUBJECT: Reserve Component (RC) Officer Medical Corps Board Consideration

1. I am (***insert your rank and full name***), a RC officer currently enrolled in a Graduate Medical Education (GME) Program. As a resident, I undergo (***insert number of years***) years of specialty training in (***insert residency specialty***) and related subjects that will lead to a residency completion certificate and a fully qualified physician in that specialty. This civilian training will fully qualify me to perform my projected duties as an Army Physician.

2. During my GME Program, I do not receive officer evaluation reports (OERs). As a result, my official military personnel file (OMPF) will lack the depth of performance documentation compared to other officers who are being considered for promotion. Please do not conclude that my lack of documentation is an indication of my desire to serve. The GME Program is a progressive training process that is enhancing my professional, clinical, and personal skills with a focus on preparing me for future Medical Corps leadership assignments. I am aggressively preparing myself now for this service and look forward to the contributions I will make as an Army Physician.

3. ***If prior service, mention the specifics. For example, "I am also a prior service officer who served three years as a Field Artillery Officer. I am now pursuing a career as an Army Reserve Medical Corps Officer so that I may continue to serve my country". Or you may add such things as, "I am scheduled to attend the Officer Basic Course on-----insert date-----." Or, "Because I am currently enrolled in the---insert name-----residency program, I am unable (and also not required) to attend Officer Basic Course. Upon completion of my residency, I do plan on attending at the earliest possible date". If you don't have any prior service move to the next paragraph or add any other information about your background or experience that you wish to communicate to the promotion board.***

4. ***If you have missing documents state the following, otherwise delete this paragraph and the enclosures below.*** I have reviewed my Official Military Personnel File (OMPF). Missing documents provided at Enclosures 1-3.

3 Encls

1. Medical School Transcripts

2. Civilian AER (DA 1059-1) (*if applicable*) ***(RANK)***, USAR

3. DA 71 (Oath of Office)

NAME

SSN