Hospital Corpsman (HM)

LaDR
NAVY LEARNING and DEVELOPMENT ROADMAP

November 2016

Career Roadmap

Hospitalman Recruit to Master Chief Roadmap

The educational roadmap below will assist Sailors in the Hospital Corpsman community through the process of pursuing professional development and advanced education using various military and civilian resources e.g. PQS program; JST/SMART Transcript; NKO (E-Learning); Navy College; etc. Successful leadership is the key to military readiness and will always require a high degree of technical skill, professional knowledge, and intellectual development.

What is a Career Roadmap for Hospital Corpsman?

Hospital Corpsman roadmaps are just what the name implies - a roadmap through the Enlisted Learning and Development Continuum from Hospitalman Recruit through Master Chief. The principal focus is to standardize a program Navy wide by featuring the existing skills necessary to be successful in the Navy. The ultimate goal of a roadmap is to produce a functional and competent Sailor.

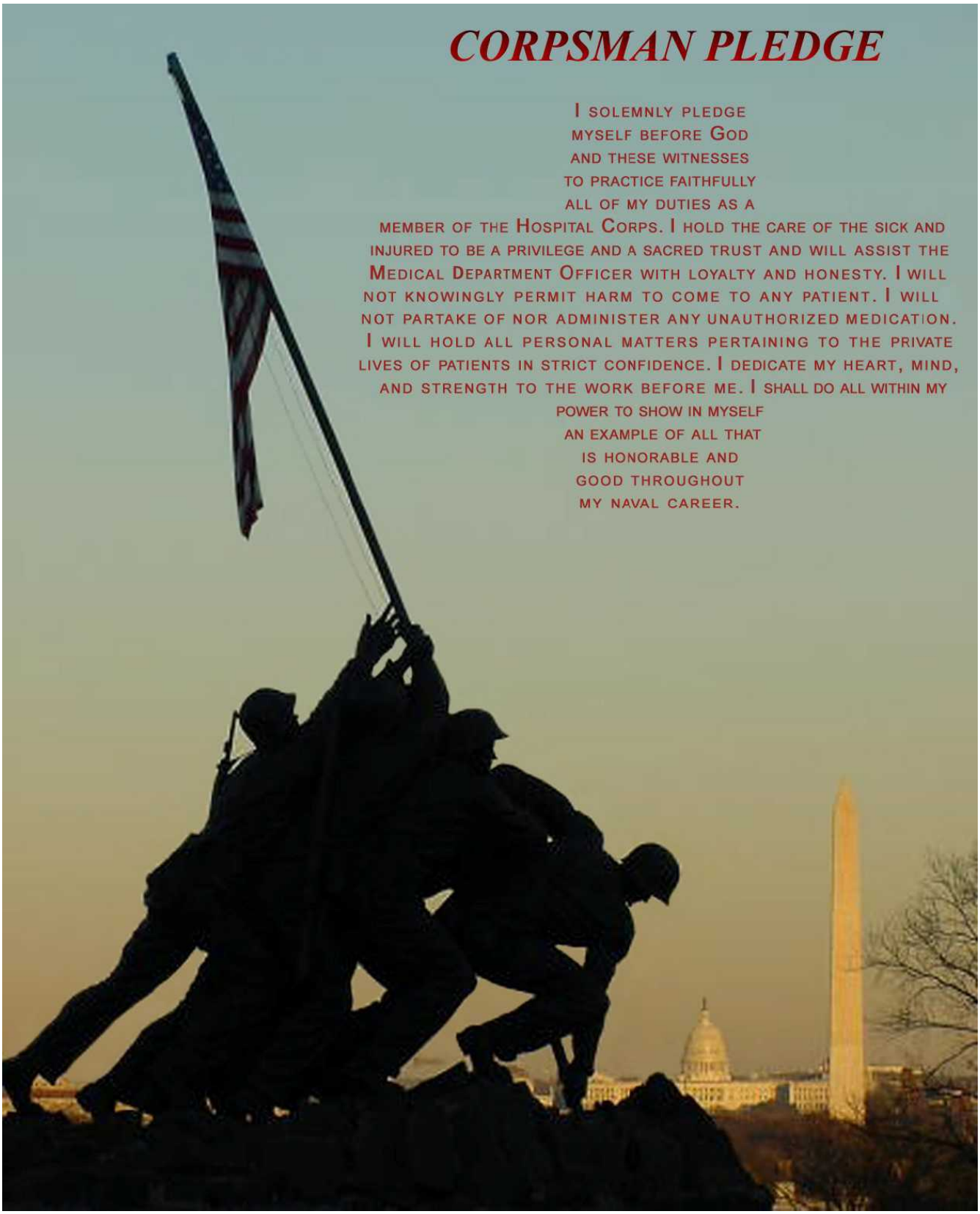
What is the Enlisted Learning and Development Continuum?

Enlisted Learning and Development Continuum is the formal title given to the curriculum and process building on the foundation of Sailorization beginning in our Delayed Entry Program through Recruit Training Command and throughout your entire career. The continuum combines skill training, professional education, well-rounded assignments, and voluntary education. As you progress through your career, early-on skill training diminishes while professional military education gradually increases. Experience is the ever-present constant determining the rate at which a Sailor trades skill training for professional development.

Do Sailors have to follow the Roadmap?

Yes. The Hospital Corpsman roadmap includes the four areas encompassed by the Continuum in Professional Military Education to include; Navy Professional Military Education (NPME), Joint Professional Education (JPME), Leadership and Advanced Education.

Some training and education is mandatory (Recruit Training, HM “A” School at Hospital Corps School, NKO (E-Learning, etc.)). Some may be directed by your chain of command (Microsoft Excel and PowerPoint courses), and the remainder is voluntary (NKO, E-Learning, college courses, etc.). Sailors are advised to seek out mentors, including your Command Master Chief, Senior Enlisted Advisor, Leading Chief Petty Officer, Leading Petty Officer and Command Career Counselor, and to make use of your Base Navy College or Education Office vast resources. All are uniquely qualified to help you along the way.


CORPSMAN PLEDGE
I SOLEMNLY PLEDGE
MYSELF BEFORE GOD
AND THESE WITNESSES
TO PRACTICE FAITHFULLY
ALL OF MY DUTIES AS A
MEMBER OF THE HOSPITAL CORPS. I HOLD THE CARE OF THE SICK AND
INJURED TO BE A PRIVILEGE AND A SACRED TRUST AND WILL ASSIST THE
MEDICAL DEPARTMENT OFFICER WITH LOYALTY AND HONESTY. I WILL
NOT KNOWINGLY PERMIT HARM TO COME TO ANY PATIENT. I WILL
NOT PARTAKE OF NOR ADMINISTER ANY UNAUTHORIZED MEDICATION.
I WILL HOLD ALL PERSONAL MATTERS PERTAINING TO THE PRIVATE
LIVES OF PATIENTS IN STRICT CONFIDENCE. I DEDICATE MY HEART, MIND,
AND STRENGTH TO THE WORK BEFORE ME. I SHALL DO ALL WITHIN MY
POWER TO SHOW IN MYSELF
AN EXAMPLE OF ALL THAT
IS HONORABLE AND
GOOD THROUGHOUT
MY NAVAL CAREER.

HM CAREER PATH

Hospital Corpsmen (HM) assist health care professionals in providing medical and dental care to Navy and Marine Corps personnel and their families and perform other duties that aid in the prevention and treatment of disease and injury. They may function as clinical or specialty technicians, medical administrative personnel, and health care providers at medical treatment facilities. They may also serve as battlefield corpsmen with the Marine Corps, rendering emergency medical treatment to include initial treatment in a combat environment. Qualified HMs may be assigned the responsibility of Independent Duty Corpsman (IDC) aboard ships and submarines, expeditionary, special warfare, and at isolated duty stations where no Medical Officer is available.

YEARS OF SERVICE	CAREER MILESTONES	AVERAGE TIME TO PROMOTE	COMMISSIONING OR OTHER SPECIAL PROGRAMS	SEA/ SHORE FLOW	TYPICAL CAREER PATH DEVELOPMENT
26-30	HMCM	23.4 Yrs	CMC	Not Defined (Note 1)	Follow on Shore Tour (Note 5) Billet: CMC/SEA/SEL, Major/Operational Staff (TYCOM), BUPERS, NPC, BUMED. Duty: Echelon III and above staff duty, Command Enlisted Leader.
23-26	HMCM HMCS	23.4 Yrs 19.4	CMC, CSC	Not Defined (Note 1)	Follow on Shore/Sea Tour (Note 5) Billet: CMC/SEA/SEL, CSC Major/Operational Staff (TYCOM), BUPERS, NPC, BUMED. Duty: Echelon III and above staff duty, Command Enlisted Leader. Qualifications: (Notes 3,4,7)
20-23	HMCM HMCS HMC	23.4 Yrs 19.4 15.0	CMC, CSC	Not Defined (Note 1)	6th Sea/Shore Tour (Note 5) Billet: CMC/SEA/SEL, CSC Dir/Dept LCPO, IDC, Senior NEC assignment. Duty: Ship, Squadron, FMF, MTF, SPECWAR, Expeditionary, NPC, BUPERS, BUMED. Qualification: (Notes 3,4,7)
16-20	HMCS HMC HM1	19.4 Yrs 15.0 10.1	OCS, MSC(IPP), MECP, CSC (Note 6)	Not Defined (Note 1)	5th Sea/Shore Tour (Note 5) Billet: CSC, SEA/SEL, Dir/Dept LCPO, IDC, LPO, CCC, Instructor, Senior NEC assignment. Duty: Ship, Squadron, FMF, MTF, SPECWAR, Expeditionary, NRC, NMCRC, NPC, BUPERS, BUMED. Qualification: (Note 3,4,7)
12-16	HMCS HMC HM1	19.4 Yrs 15.0 10.1		Not Defined (Note 1)	4th Sea/Shore Tour ((Note 2,5) Billet: Dept LCPO, LPO, General Duty HM, Technician, IDC, Instructor, CCC. Duty: Ship, Squadron, FMF, MTF, SPECWAR, Expeditionary, NRC, NMCRC, NPC, BUPERS, BUMED. Qualification: (Notes 3,4,7)
8-12	HMC HM1 HM2	15.0 Yrs 10.1 5.4		Not Defined (Note 1)	3rd Sea/Shore Tour (Notes 2,5) Billet: General Duty HM, Technician, IDC, Instructor, CCC. Duty: Ship, Squadron, FMF, MTF, SPECWAR, Expeditionary, NRC, NMCRC, IDC or advance 'C' School training, NPC, BUMED. Qualification: (Notes 3,4,7)

HM CAREER PATH

YEARS OF SERVICE	CAREER MILESTONES	AVERAGE TIME TO PROMOTE	COMMISSIONING OR OTHER SPECIAL PROGRAMS	SEA/ SHORE FLOW	TYPICAL CAREER PATH DEVELOPMENT
4-8	HM1 HM2 HM3	10.1 Yrs 5.4 3.1	STA-21, OCS, MSC (IPP), MECP (Note 6)	Not Defined (Note 1)	2nd Sea/Shore Tour (Notes 2,5) Billet: General Duty HM, Technician. Duty: Ship, Squadron, FMF, MTF, SPECWAR, Expeditionary, IDC and other advance 'C' School training. Qualification: (Notes 3, 4)
1-4	HM2 HM3 HN	5.4 Yrs 3.1 1.2	Naval Academy, NROTC, STA-21, MECP (Note 6)	Not Defined (Note 1)	1st Sea Tour (Notes 2,5) Billet: Ship, FMF, Expeditionary 1st Shore Tour (24 Mos.) Billet: MTF, "C" School. Duty: (Note 2) General Duty HM or Technician if pipelined to NEC. Qualification: (Notes 3,4)
1+/-	HM3 HN HA Accession Training	3.1 Yrs 1.2			Recruit Training and all schools or training events required to be completed prior to reporting to first operational command. (Note 8)

Notes:

1. Sea Shore Flow is defined by HM NEC Specialty. The HM rating is shore centric. However, there is ample opportunity for Sailors to move into sea centric/operational NECs that allow for more sea duty opportunity and enable the Sailor to maintain a rotation. HM rating promotes as a rate, not by NEC.

2. HMs should earn journeymen NECs (i.e. LAB, Xray, PHARM, RT, CVT, OPT, SURG, ORTHO, PT, NUCMED, RADHLT, OT, HISTO, CYTO, GU, DMT, Dental Lab B, Dental Hygiene) early in a career and transition to senior or master NECs (i.e. IDC or advanced level NEC) as their career progresses.

3. HMs have opportunities to qualify for multiple warfare designations, and when assigned to units eligible for qualifications, are required to do so by the program instruction. HMs may earn ESWS, EAWS, SS, AC, SCWS, EXW, PJ, DV, and FMF (ribbon counts unless failed to qualify for warfare device on repeat tour).

4. MTS should be given consideration but does not carry the same weight as warfare qualification.

5. HSAP/IA/GSA deployments or Humanitarian Relief/Disaster Relief (HR/DR) missions should be considered, but those alone should not outweigh 36 months of sea duty (type 2 and 4 duty).

6. Special Duty - White House, Camp David, HMX, Flight Demonstration Unit, Recruit Company Commander, Recruiting Duty, and Instructor Duty are very demanding assignments and should be given consideration.

7. Completion of the Senior Enlisted Academy and Enlisted Medical Department Executive Course should be considered, but not everyone is afforded the opportunity to attend.

8. HM and HMDA accessions are 5YO. Basic Dental is not a C school, it is an accession program.

Hospital Corpsman
Hospitalman Recruit to Hospitalman

NAME_____

SKILL TRAINING

(Schools, courses and assignments directly related to occupation)

REQUIRED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Basic	Fort Sam Houston, TX	B-300-0010	96 days	
Dental Assistant (8701)	Fort Sam Houston, TX	B-300-3300	40 days	
HMSB [2]	Local CMD			
ExMed. - Combat related field skills	NKO E-Learning	NMEMCRFS061	8 hours	
ExMed. - Non-Combat related field skills	NKO E-Learning	NMEMNCRFS061	4 hours	
ExMed. - Patient Movement	NKO E-Learning	NMEMPATMOV061	2 hours	
ExMed. - Shipboard Operations	NKO E-Learning	NMEMSHIPOP061	4 hours	
ExMed. - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0	1 hour	
Enlisted Warfare Qualification [1]				

1 - Required if afforded the opportunity
2 - BUMED INSTRUCTION 1510.23D

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	Navy Advancement Center	NAVEDTRA 14295B		
FMTB	FMTB East/West	B-300-0013	54 days	
Prophylactic tech	Local CMD training			
Cold Weather Medicine [1]	NOMI Pensacola	B-300-0036	16 days	
Mountain Medicine [1]	NOMI Pensacola MMED	B-300-0023	18 days	
Surface Force Medical Indoc [1]	Japan, San Diego, Norfolk	B-300-1000	5 days	
MRRS + SAMS [1]	SPAWAR			
Field Management of Chemical & Biological Casualties [1]	Various	6H-F37/300-F31		
Fleet Hospital I & O	Local Fleet Hospital			
Fleet Hospital Field Training	NOMI/NEMTI	B-300-2404	8 days	
AV / Hearing Acuity	EPMU	B-300-0140	5 days	
Tactical Combat Casualty Care Provider (TCCCP) Course [2]	Camp Pendleton, CA	B-300-4010	3 days	

1 - Billet specific
2 - BUMED INSTRUCTION 1510.25

NAVY ENLISTED CLASSIFICATION CODE (NEC) OPPORTUNITIES

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
8401 - Search and Rescue Medical Technician; E1-E5	Fort Rucker, Alabama	B-300-0075	110 days	
8402 - Submarine Force Independent Duty Corpsman; E5-E7	Groton, CT	B-300-0001	365 days	
8403 - Fleet Marine Force Reconnaissance Independent Duty Corpsman; E5-E7	Ft. Bragg, NC	B-300-2403	138 days	
8404 - Field Medical Service Technician; E1-E9	Camp Lejeune, NC / Camp Pendleton, CA	B-300-0013	54 days	
8406 - Aerospace Medical Technician	Pensacola, FL	B-300-0017	68 days	
8407 - Radiation Health Technician; E1-E6	Groton, CT	B-322-0010	68 days	
8408 - Cardiovascular Technician (Phase 1) / (Phase 2); E4-E5	Ft. Sam Houston, TX (PH1) San Diego, CA (PH2)	B-300-0118 / B-300-0218	138 days (PH1) / 236 days (PH2)	
8409 - Aerospace Physiology Technician; E4-E6	Pensacola, FL	B-305-0011	33 days	
8410 - Bio-Medical Equipment Technician; E1-E5	Ft. Sam Houston, TX	B-326-1000	376 days	
8416 - Nuclear Medicine Technologist (Phase 1) / (Phase 2); E4-E6 (Phase 1) / E4-E7 (Phase 2)	Ft. Sam Houston, TX (PH1) San Diego, CA or Portsmouth, VA (PH2)	B-311-0015 / B-311-0016	141 days (PH1) / 225 days (PH2)	
8425 - Surface Force Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0019	348 days	
8427 - Fleet Marine Force Reconnaissance Corpsman; E1-E5	Ft. Bragg, NC	B-300-0011	250 days	
8432 - Preventive Medicine Technician; E1-E6	Ft. Sam Houston, TX	B-322-0012	164 days	
8434 - Hemodialysis Technician; E4-E6	Portsmouth, VA	B-311-0123	96 days	
8452 - Advanced X Ray Technician (Phase 1) / (Phase 2); E1-E4	Ft. Sam Houston, TX (PH1) Ft. Sam Houston, TX, Portsmouth, VA, or San Diego, CA (PH2)	B-313-0126 / B-313-0226	145 days (PH1) / 208 days (PH2)	
8454 - Electroneurodiagnostic Technologist; E1-E4	Ft. Sam Houston, TX	B-300-0043	185 days	
8463 - Optician; E2-E5	Yorktown, VA	B-311-0023	164 days	
8466 - Physical Therapy Technician; E1-E4	Ft. Sam Houston, TX	B-303-0150	173 days	
8467 - Occupational Therapy Assistant; E4-E6	Ft. Sam Houston, TX	B-303-0152	229 days	
8482 - Pharmacy Technician; E1-E5	Ft. Sam Houston, TX	B-312-0025	159 days	
8483 - Surgical Technologist; E1-E4	Ft. Sam Houston, TX	B-301-0033	184 days	
8446 - Otolaryngology (ENT); E3-E6	OJT			
8485 - Psychiatry Technician; E1-E4	Ft. Sam Houston, TX	B-302-0046	102 days	
8486 - Urology Technician; E1-E4	Ft. Sam Houston, TX	B-300-0025	107 days	
8489 - Orthopedic Technician; E1-E5	Ft. Sam Houston, TX	B-300-0141	82 days	
8493 - Medical Deep Sea Diving Technician; E1-E6	Panama City, FL	A-433-0020	123 days	
8494 - Deep Sea Diving Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0022	348 days	
8496 - Mortician; E3-E7	N/A	State License		
8503 - Histopathology Technician; E3-E6	Ft. Sam Houston, TX	B-311-0039	250 days	
8506 - Medical Laboratory Technician, Advanced (Phase 1) / (Phase 2); E1-E5	Ft. Sam Houston, TX (PH1) Ft. Sam Houston, TX, Porstmouth, VA, or San Diego, CA (PH2)	B-311-0018 / B-311-2018	180 days (PH1) / 187 days (PH2)	
8541 - Respiratory Therapy Technician; E1-E5	Ft. Sam Houston, TX	B-300-0423	228 days	
8701 - Dental Assistant; E1-E3 [1]	Fort Sam Houston, TX	B-300-3300	40 days	
8702 - Advanced Dental Assistant; E1-E5	San Diego, CA	B-330-1011	145 days	
8708 - Dental Hygienist; (with less than 12yrs TIS) E3-E6	Pensacola, FL or Jacksonville, NC	B-330-0038	730 days	
8752 - Dental Laboratory Technician, Basic; E1-E4	Ft. Sam Houston, TX	B-331-0016	166 days	
8753 - Dental Laboratory Technician, Advanced; E4-E6	Ft. Sam Houston, TX	B-331-0017	234 days	
8765 - Dental Laboratory Technician, Maxillofacial; E4-E7	Bethesda, MD	B-331-0018	166 days	

Note: Many NEC's have prerequisites to apply. Some schools will waiver pay grade restrictions on a case by case basis. Some Schools accept "pipeline" students directly from Hospital Corpsman Basic. School details can be found on the CANTRAC. Some NEC's are dropped after being advanced to E7/8/9. Be sure to discuss your intentions with your CCC and COC.

1 - This NEC is only attainable through accession. See your local recruiter or CCC.

JOB DESCRIPTION

Hospital Corpsman (HM) pay grades E-1 (Hospital Recruit/HR), E-2 (Hospitalman Apprentice/HA), and E-3 (Hospitalman/HN), able to perform duties as assistants in the prevention and treatment of disease and injury; including first aid and preventive medicine procedures; assit with physical examination; provide patient care and the administration of medicinal and parenteral solutions; perform general laboratory, pharmacy, and other patient support services; assist in the administrative supply and accounting procedures within medical departments ashore, afloat, and with the Marine Corps; instruct medical and non-medical personnel in first aid, self aid; personal hygiene, and medical records maintenance and assist in the transoportation of the sick and injured; assist in the maintenancne of environmental health standards; be prepared to assist in the prevention and treatment of chemical, biological, and radiological (CBR) casualties and other contingencies; senior hospital corpsmen perform supervisory, technical, planning, and management functions in support of medical readiness and quality healch care delivery. In addition to their general assignments, hospital corpsmen trained as technicians perform specialized functions within the operational forces, clinical specialties, administrative department, and may be assigned independent to a medical officer.

RECOMMENDED BILLET ASSIGNMENTS

As a member of the Navy's largest rating, Hospital Corpsman (HM), you are exposed to a wide range of diverse training and Navy Enlisted Classification (NEC) opportunities. Whether stationed at a deployable unit or Medical Treatment Facility (MTF), you have opportunities to perform a significant role as part of a larger team. Regardless of duty station, you are expected to be relied upon more by the personnel you serve. Seek out multiple opportunities to experience the different specialty areas and seek out OJT related to your areas of interest. Every effort should be made to choose orders that will provide the greatest opportunity to qualify for a warfare device. As a junior Corpsman, now is the time to take advantage of the broad opportunities that exist and seek challenging and diverse assignments that maintain your sea/shore rotation while also developing your skills and abilities.

PERSONAL AND PROFESSIONAL DEVELOPMENT (Completed at reporting 30 day Career Development Board)

Command Address: _____ QD Phone Number: _____

_____

Division Officer: _____ Phone Number: _____

Leading Chief Petty Officer: _____ Phone Number: _____

Leading Petty Officer: _____ Phone Number: _____

Sponsor/Mentor: _____ Phone Number: _____

Depart/Division Career Counselor: _____ Phone Number: _____

ADSD: _____ REPORT DATE: _____ EAOS: _____ PRD: _____ SEA / SHORE: _____/____
PAYGRADE E1/E2 (9 months time in service required for advancement to E-2 and E-3)
PAYGRADE E3 (6 months time in service required to be eligible for advancement to E-4)

Date Advanced: _____ Eligible Advancement Date: _____ Number of times up: _____ HYT Date: _____

Security Clearance Level: _____ Date Last updated: _____ Command INDOC complete: _____

CAREER DEVELOPMENT BOARDS: Use OPNAVINST 1040.11(ser) & Career Counselor Handbook NAVPERS 15878
Reason for Convening/Discussion Items: (Upon completion update (CIMS) Career Information Management System)

Reporting (within 30 days for active duty or three drill weekends for SELRES) (Date Conducted): _____

6 Month: _____ 12 Month: _____ 24 Month: _____36 Month: _____48 Month: _____

60 Month: _____ Special Program: _____ Member Request: _____

HYT 24 months (Date): _____ HYT 12 months (Date): _____ HYT Waiver Date: _____Approve/Disapprove

Career Waypoint 15 months to EAOS: _____ Career Waypoint not approved: _____ CMS/ID 13 months to PRD: _____

Rating Conversion: _____ Navy Formal Training Schools Request ("A"/"C"etc): _____

Transfer: _____ Early Separation: _____ Career Status Bonus (election message received):_____

Physical Fitness Test Failure: _____

Advancement Center: Visit NKO Navy Advancement page located under the Career Management Tab
(Items to collect/discuss: Bibliography for Advancement, Enlisted Advancement Exam Strategy Guide, Profile Sheets)

Pass Not Advanced (PNA) 3 times: _____ Standard Score 40 or less/failed: _____

Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series):

Commissioning Programs Applications: _____ (prior to submission, command endorsement):_____

Seaman to Admiral 21 (STA-21) _____ Medical Enlisted Commissioning Program (MECP) _____

Naval Academy _____ Naval Academy Preparatory School (NAPS) _____Officer Candidate School _____

Navy Leader Planning Guide: Log on to NKO and select the Leadership Tab to access this guide.

QUALIFICATIONS AND CERTIFICATIONS

Sea/Shore General Qualifications **Watch Standing Qualifications**	**Report Date**	**Completion Date** **(If qualification is not required place N/A in this Block)**
Ship Board Fire Fighting		
Aviation Fire Fighting		
Basic Damage Control		
Advanced Damage Control		
3M 301 Maintenance Person		
3M 302 Repair Parts/Supply Petty Officer (RPPO)		
DC 301 Basic Damage Control (DC) Communications		
DC 302 Basic First-Aid		
DC 303 Basic Firefighting		
DC 304 Fire Watch Stander		
DC 305 Basic Chemical, Biological, and Radiological (CBR) Defense		
DC 306 Basic Damage Control (DC)		
DC 310 Advanced First-Aid/Stretcher Bearer		
Medical Training Team (MTT) Trainer/Evaluator		
Messenger of the Watch (MOOW)		
Petty Officer of the Watch (POOW)		
Flight Deck Observer (required for AW qualification)		
Personal Qualifications Standard		

Mandatory warfare qualification for enlisted Sailors assigned to designated warfare qualifying commands:

Warfare qualification programs	**Report Date**	**Completion Date** **(If qualification is not required place N/A in this Block)**
Aviation Warfare Specialist		
Expeditionary Warfare Specialist		
Fleet Marine Forces		
Information Dominance Warfare Specialist		
SEABEE Combat Warfare		
Special Warfare Combatant-Craft Crewman		
Submarine Specialist		
Surface Warfare Specialist		

Rate Specific/Department Qualifications (Add)	**Report Date**	**Completion Date** **(If qualification is not required place N/A in this Block)**
Medical Department JQR/PQS		

CERTIFICATIONS

The following post military occupations are similar to the HM-Hospital Corpsman Rating. For more information about these occupations, visit NAVY COOL at https://www.cool.navy.mil/usn/.

Occupation (Civilian Employer)
Anesthesiologist Assistants
Audio and Video Equipment Technicians
Camera and Photographic Equipment Repairers
Camera Operators, Television, Video, and Motion Picture
Cardiovascular Technologists and Technicians
Commercial Divers
Dental Assistants
Dental Hygienists
Dental Laboratory Technicians
Embalmers
Emergency Medical Technicians and Paramedics
Environmental Science and Protection Technicians, Including Health
Film and Video Editors
Funeral Attendants
Funeral Service Managers
Health Educators
Histotechnologists and Histologic Technicians
Licensed Practical and Licensed Vocational Nurses
Medical and Clinical Laboratory Technicians
Medical and Clinical Laboratory Technologists
Medical and Health Services Managers
Medical Assistants
Medical Equipment Preparers
Medical Equipment Repairers
Medical Records and Health Information Technicians
Morticians, Undertakers, and Funeral Directors
Neurodiagnostic Technologists
Nuclear Equipment Operation Technicians
Nuclear Medicine Technologists
Nursing Assistants
Occupational Health and Safety Specialists
Occupational Health and Safety Technicians
Occupational Therapy Aides
Occupational Therapy Assistants
Ophthalmic Medical Technicians
Opticians, Dispensing
Orderlies
Pharmacy Aides
Pharmacy Technicians
Phlebotomists
Photographic Process Workers and Processing Machine Operators
Physical Therapist Aides
Physical Therapist Assistants
Physician Assistants
Psychiatric Technicians
Radiation Therapists
Radiologic Technicians
Radiologic Technologists
Recreation and Fitness Studies Teachers, Postsecondary
Respiratory Therapy Technicians
Self-Enrichment Education Teachers
Skincare Specialists
Surgical Assistants
Surgical Technologists

Occupation (Federal Employer)
0018 - Safety and Occupational Health Management Series
0101 - Social Science Series
0102 - Social Science Aid and Technician Series
0180 - Psychology Series
0181 - Psychology Aid and Technician Series
0405 - Pharmacology Series
0601 - General Health Science Series
0603 - Physician Assistant Series
0610 - Nurse Series
0621 - Nursing Assistant Series
0622 - Medical Supply Aide and Technician Series
0625 - Autopsy Assistant Series
0630 - Dietitian and Nutritionist Series
0631 - Occupational Therapist Series
0633 - Physical Therapist Series
0635 - Kinesiotherapy Series
0636 - Rehabilitation Therapy Assistant Series
0638 - Recreation/Creative Arts Therapist Series
0639 - Educational Therapist Series
0640 - Health Aid and Technician Series
0642 - Nuclear Medicine Technician Series
0644 - Medical Technologist Series
0645 - Medical Technician Series
0646 - Pathology Technician Series
0647 - Diagnostic Radiologic Technologist Series
0648 - Therapeutic Radiologic Technologist Series
0650 - Medical Technical Assistant Series
0651 - Respiratory Therapist Series
0661 - Pharmacy Technician Series
0667 - Orthotist and Prosthetist Series
0668 - Podiatrist Series
0669 - Medical Records Administration Series
0670 - Health System Administration Series
0671 - Health System Specialist Series
0675 - Medical Records Technician Series
0679 - Medical Support Assistance Series
0680 - Dental Officer Series
0681 - Dental Assistant Series
0682 - Dental Hygiene Series
0683 - Dental Laboratory Aid and Technician Series
0685 - Public Health Program Specialist Series
0690 - Industrial Hygiene Series
3511 - Laboratory Working

Navy COOL: The following certifications and licenses are applicable to the HM-Hospital Corpsman rating. *They may require additional education, training or experience.*

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Academy of Professional Coders (AAPC)	Certified Professional Coder (CPC)	
E5	American Association of Bioanalysts (AAB)	Medical Technologist- Generalist (MT(AAB))	
E3	American Association of Electrodiagnostic Technologists (AAET)	Registered Nerve Conduction Study Technologist (R.NCS.T.)	
E3	American Association of Medical Assistants (AAMA)	Certified Medical Assistant (CMA)	
E3	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 1	
E4	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 2	
E5	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 3	
E5	American Board for Certification in Homeland Security (ABCHS)	Certified in Homeland Security Level V (CHS-V)	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	Contact Lens Registry Examination - NCLE- Basic	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	National Opticianry Competency Examination - ABO Basic	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Electroencephalographic Technologist (R. EEG T.)	
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Evoked Potential Technician (R.EP T.)	
E5	American Board of Wound Management (ABWM)	Certified Wound Care Associate (CWCA)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Clinical Exercise Physiologist (ACSM CEP)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Exercise Physiologist (ACSM EP-C)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Personal Trainer (CPT)	
E5	American College of Sports Medicine (ACSM)	ACSM Registered Clinical Exercise Physiologist	
E5	American Correctional Association (ACA)	Certified Corrections Nurse (CCN)	
E5	American Correctional Association (ACA)	Certified Corrections Nurse Manager (CCN/M)	
E3	American Education Certification Association	Certified Clinical Medical Assistant Specialist (CCMAS)	
E3	American Education Certification Association	Certified Computer Skills Specialist (CCSS)	
E3	American Education Certification Association	Certified EKG/Electrocardiogram Technician (Clinical)	
E4	American Education Certification Association	Certified Electronic Health Record Professional (CEHRP)	
E3	American Education Certification Association	Certified Medical Administrative Assistant /Office Specialist	
E3	American Education Certification Association	Certified Medical Billing & Coding	
E3	American Education Certification Association	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	American Education Certification Association	Certified Personal Trainer Specialist	
E3	American Education Certification Association	Certified Phlebotomy Technician (Clinical)	
E4	American Education Certification Association	Certified Rehabilitation Exercise Specialist	
E5	American Education Certification Association	Certified Rehabilitation Therapy Assistant	
E3	American Education Certification Association	Certified Rehabilitation Therapy Technician	
E3	American Education Certification Association	Certified Restorative Care Assistant / Specialist	
E3	American Education Certification Association	Certified Strength & Conditioning Rehabilitation Specialist	
E5	American Health Information Management Association (AHIMA)	Certified Coding Associate (CCA)	
E6	American Health Information Management Association (AHIMA)	Certified Coding Specialist (CCS)	
E3	American Medical Certification Association (AMCA)	Clinical Medical Assistant Certification (CMAC)	
E5	American Medical Certification Association (AMCA)	Nursing Assistant Certification	
E4	American Medical Technologists (AMT)	Certified Medical Administrative Specialist (CMAS)	
E4	American Medical Technologists (AMT)	Certified Medical Laboratory Assistant (CMLA)	
E3	American Medical Technologists (AMT)	Medical Laboratory Technician (MLT)	
E3	American Medical Technologists (AMT)	Registered Dental Assistant (RDA)	
E3	American Medical Technologists (AMT)	Registered Medical Assistant (RMA)	
E3	American Medical Technologists (AMT)	Registered Phlebotomy Technician (RPT)	
E3	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric (CPO)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Assistant (CPOA)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Technician (CPOT)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Adult Echocardiography) (RDCS-AE)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Pediatric Echocardiography) (RDCS-PE)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Abdomen) (RDMS-AB)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Obstetrics and Gynecology) (RDMS-OB/GYN)	
E4	American Registry of Radiologic Technologists (ARRT)	Computed Tomography (CT)	
E4	American Registry of Radiologic Technologists (ARRT)	Fluoroscopy Exam	
E6	American Registry of Radiologic Technologists (ARRT)	Mammography	
E4	American Registry of Radiologic Technologists (ARRT)	Nuclear Medicine Technology (R.T.(N))	
E4	American Registry of Radiologic Technologists (ARRT)	Quality Management (QM)	
E4	American Registry of Radiologic Technologists (ARRT)	Radiation Therapy (R.T.(T))	
E4	American Registry of Radiologic Technologists (ARRT)	Radiography (R.T.(R))	
E4	American Registry of Radiologic Technologists (ARRT)	Registered Radiologist Assistant (R.R.A.)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Registry of Radiologic Technologists (ARRT)	Sonography	
E4	American Society for Clinical Pathology (ASCP)	Histotechnician, HT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Histotechnologist, HTL(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Medical Laboratory Technician, MLT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Phlebotomy Technician, PBT(ASCP)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray (IRSSP-X-Ray)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray and RAM (IRSSP-Combo)	
E5	American Society for Quality (ASQ)	Pharmaceutical GMP Professional	
E6	Association for Medical Imaging Management (AHRA)	Certified Radiology Administrator (CRA)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Biomedical Equipment Technician (CBET)	
E6	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Healthcare Technology Manager (CHTM)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Laboratory Equipment Specialist (CLES)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Radiology Equipment Specialist (CRES)	
E3	Association of Diving Contractors International (ADCI)	Air Diver	
E3	Association of Diving Contractors International (ADCI)	Entry Level Tender/Diver	
E5	Board of Certified Safety Professionals (BCSP)	Associate Safety Professional (ASP)	
E3	Board of Certified Safety Professionals (BCSP)	Certified Environmental, Safety & Health Trainer (CET)	
E5	Board of Certified Safety Professionals (BCSP)	Certified Safety Professional (CSP)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Nurse (CHN)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Technician (CHT)	
E4	Board of Registered Polysomnographic Technologists (BRPT)	Registered Polysomnographic Technologist (RPSGT)	
E4	Cardiovascular Credentialing International (CCI)	Certified Cardiographic Technician (CCT)	
E3	Cardiovascular Credentialing International (CCI)	Certified Rhythm Analysis Technician (CRAT)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Electrophysiology Specialist (RCES)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Sonographer (RCS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiovascular Invasive Specialist (RCIS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Vascular Specialist (RVS)	
E5	Certification Board for Radiology Practitioner Assistants	Radiology Practitioner Assistant	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Flexible Endoscope Reprocessor (CFER)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Surgical Instrument Specialist (CSIS)	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Technician (CSPDT)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing Management (CSPM)	
E4	Certification Board for Urologic Nurses and Associates (CBUNA)	Certified Urologic Associate (CUA)	
E3	Computing Technology Industry Association (CompTIA)	CompTIA Certified Technical Trainer (CTT+)	
E3	Council for Accreditation in Occupational Hearing Conservation (CAOHC)	Occupational Hearing Conservationist (OHC)	
E3	Dental Assisting National Board (DANB)	Certified Dental Assistant (CDA)	
E3	Dental Assisting National Board (DANB)	Certified Preventive Functions Dental Assistant (CPFDA)	
E3	Dental Assisting National Board (DANB)	Certified Restorative Functions Dental Assistant (CRFDA)	
E3	Dental Assisting National Board (DANB)	National Entry Level Dental Assistant (NELDA)	
E4	Electronics Technicians Association, International (ETA-I)	Associate Electronics Technician (CETa)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Electronics Technician (BMD)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Imaging Electronics Technician (BIET)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate AC (EM2)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate Analog (EM3)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Comprehensive (EM5)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate DC (EM1)	
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Digital (EM4)	
E6	Federation of State Boards of Physical Therapy (FSBPT)	National Physical Therapist Assistant Examination (NPTAE)	
E6	Institute for Safety and Health Management (ISHM)	Certified Safety and Health Manager (CSHM)	
E4	International Association of Healthcare Central Service Materiel Management (IAHCSMM)	Certified Registered Central Service Technician (CRCST)	
E6	International Board for Certification of Safety Managers	Certified Emergency Disaster Professional (CEDP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Emergency Professional (CHEP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Safety Professional (CHSP)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Environmental Services (CHS-EVS)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Long Term Care (CHS-LTC)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Cardiac Device Specialist for the Allied Professional (CCDS)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Electrophysiology Specialist for the Allied Professional (CEPS)	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Associate-Level	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Journeyman-Level - Medical	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Assistant (COA)	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Technician (COT)	
E5	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Ophthalmic Surgical Assistant (OSA)	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Examination - Part I	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Hygiene Exam (NBDHE)	
E3	Medical Dosimetrist Certification Board (MDCB)	Certified Medical Dosimetrist	
E5	National Association for Fitness Certification (NAFC)	NAFC Personal Training	
E3	National Asthma Educator Certification Board (NAECB)	Certified Asthma Educator (AE-C)	
E3	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Ceramics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Complete Dentures	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Crown and Bridge	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Implants	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Orthodontics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Partial Dentures	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Certified Occupational Therapy Assistant (COTA)	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Occupational Therapist Registered (OTR)	
E3	National Board for Certification of Orthopaedic Technologists (NBCOT)	Orthopaedic Technologist - Certified (OTC)	
E3	National Board for Respiratory Care (NBRC)	Adult Critical Care Specialty Examination (ACCS)	
E3	National Board for Respiratory Care (NBRC)	Certified Pulmonary Function Technologist (CPFT)	
E3	National Board for Respiratory Care (NBRC)	Certified Respiratory Therapist (CRT)	
E4	National Board for Respiratory Care (NBRC)	Neonatal/Pediatric Respiratory Care Specialist (CRT-NPS RRT-NPS)	
E3	National Board for Respiratory Care (NBRC)	Registered Respiratory Therapist (RRT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Certified Hyperbaric Technologist (CHT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Diving Medical Technician (DMT)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	National Board of Surgical Technology and Surgical Assisting (NBSTSA)	Certified Surgical Technologist (CST)	
E3	National Center for Competency Testing (NCCT)	Medical Assistant (NCMA)	
E3	National Center for Competency Testing (NCCT)	Medical Office Assistant (NCMOA)	
E3	National Center for Competency Testing (NCCT)	National Certified ECG Technician (NCET)	
E3	National Center for Competency Testing (NCCT)	National Certified Insurance and Coding Specialist (NCICS)	
E3	National Center for Competency Testing (NCCT)	National Certified Patient Care Technician (NCPCT)	
E3	National Center for Competency Testing (NCCT)	National Certified Phlebotomy Technician (NCPT)	
E3	National Center for Competency Testing (NCCT)	Tech in Surgery - Certified TS-C (NCCT)	
E3	National Commission for the Certification of Surgical Assistants (NCCSA)	Certified Surgical Assistant (CSA)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN)	
E6	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Registered Nurses (NCLEX-RN)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Nurse Aide Assessment Program (NNAAP)	
E3	National Environmental Health Association (NEHA)	Certified Professional - Food Safety (CP-FS)	
E3	National Environmental Health Association (NEHA)	Healthy Homes Specialist (HHS)	
E3	National Environmental Health Association (NEHA)	Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS)	
E5	National Exercise Trainers Association (NETA)	Certified Group Exercise Instructor	
E4	National Healthcareer Association (NHA)	Certified Billing and Coding Specialist (CBCS)	
E3	National Healthcareer Association (NHA)	Certified Clinical Medical Assistant (CCMA)	
E3	National Healthcareer Association (NHA)	Certified EKG Technician (CET)	
E4	National Healthcareer Association (NHA)	Certified Electronic Health Record Specialist (CEHRS)	
E3	National Healthcareer Association (NHA)	Certified Medical Administrative Assistant (CMAA)	
E3	National Healthcareer Association (NHA)	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	National Healthcareer Association (NHA)	NHA-Certified Pharmacy Technician (NHA-CPhT)	
E3	National Healthcareer Association (NHA)	NHA-Certified Phlebotomy Technician (NHA-CPT)	
E3	National Phlebotomy Association (NPA)	Certified Phlebotomist Technologist (CPT)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Responder (EMR)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Technician (EMT)	
E4	National Registry of Emergency Medical Technicians (NREMT)	National Registered Paramedic (NRP)	
E4	National Registry of Radiation Protection Technologists	Registered Radiation Protection Technologist (RRPT)	
E4	Nephrology Nursing Certification Commission (NNCB)	Certified Clinical Hemodialysis Technician (CCHT)	
E4	Nuclear Medicine Technology Certification Board (NMTCB)	Nuclear Medicine Technologist (NMT)	
E3	Pharmacy Technician Certification Board (PTCB)	PTCB-Certified Pharmacy Technician (PTCB-CPhT)	
E5	PTA Global	Certified Personal Trainer (CPT)	
E4	Radiology Coding Certification Board (RCCB)	Radiology Certified Coder	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Educator (CHSE)	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Operations Specialists (CHSOS)	
E5	The American Society of Anesthesia Technologists and Technicians	ASATT Technologist Certification (Cer.A.T.T)	
E5	World Safety Organization (WSO)	Certified Safety Specialist (WSO-CSS)	
E5	World Safety Organization (WSO)	Certified Safety Technician (WSO-CST)	

Visit Navy COOL at https://www.cool.navy.mil/usn/ for additional Credentials that you may qualify to earn; however funding may be limited to your GI Bill.

UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM (USMAP):

Rank	Apprenticeship	Date Completed
E1 - E9	Computer Operator	
E1 - E9	Dental Assistant (Medical Service)	
E1 - E9	Dental-Equipment Installer And Servicer (Wholesale Trade)	
E1 - E9	Dental-Laboratory Technician (Protective Devices)	
E1 - E9	Electromedical Equipment Repairer (Any Industry)	
E1 - E9	Electronics Tester	
E1 - E9	Emergency Medical Technician	
E1 - E9	Medical Laboratory Technician (Medical Service)	
E1 - E9	Medical Secretary (Medical Service)	
E1 - E9	Nurse Assistant (Medical Service)	
E1 - E9	Paramedic (Medical Service)	
E1 - E9	Pharmacist Assistant (Military Service)	

Visit USMAP https://usmap.netc.navy.mil/usmapss/static/index.htm for additional information.

STAY NAVY

REENLIST / EXTEND: Request Chit/Form: _____ Career Waypoints-Reenlistment Approval: _____

Selective Training and Reenlistment (STAR): _____ Guaranteed Assignment in Detailing (GUARD 2000): _____

School as a Reenlistment Incentive: _____ Prior Service Reenlistment Eligibility - Reserve (PRISE-R):_____

Career Management System/Interactive Detailing (CMS/ID): _____

Medical/Dental Screening: _____ Command Recommendation (evaluation): _____ Bonus: _____ Ceremony: _____

Career Waypoints-Reenlistment:

The Command Career Counselor is your local advocate to assist you with the Career Waypoints application process.

- E3-E6 Sailors with less than 14 years of service must submit a Career Waypoint application, regardless of reenlistment intentions. Sailors who do not desire to reenlist will submit an "intends to separate" application. Sailors not eligible for reenlistment will submit a "not eligible" application.
- The Career Waypoints system automatically generates most of the applications needed by Sailors. Applications must be submitted no later than 13 months prior to expiration of active obligated service (EAOS) or as extended (SEAOS). Sailors with less than 24 months of contract time remaining at their projected rotation date (PRD) will submit an application 12 months prior to their PRD. In either case, the Career Waypoints system will automatically generate applications for Sailors 15 months prior to either timeframe. Applications required outside of the established C-Way gates can be submitted as Special Circumstance applications. Examples of when these may be needed include OBLISERVE for special duty, decommissioning or homeport shift.
- The C-Way 3-2-1 Process aligns career decisions with the detailing process. Soft End of Active Obligated Service (SEAOS)/End of Active Obligated Service (EAOS) applications are created by C-Way at the 15 month from SEAOS/EAOS mark and must be submitted by the Command Career Counselor at the 13 month mark. This provides time for the Career Counselor to validate the Sailor's information and to ascertain the Sailors career intentions. The first C-Way review gate occurs from 13 to 10 months from SEAOS/EAOS with career choice options of in-rate, conversion, and Selected Reserve. The second review gate occurs from 9 to 7 months from SEAOS/EAOS with career choice options of conversion and Selected Reserve. From 6 months to 3 months to SEAOS/EAOS the Sailor can only choose Selected Reserve affiliation.
- Monthly reenlistment quotas are limited and must be reserved for our best and brightest Sailors who desire to Stay Navy.
  Sailors must choose one of the following based on their desires and qualifications:
  - Reenlist-in-Rate,
  - Reenlist-in-rate, Willing to Convert
  - Convert only
  - SELRES option
  - Intend to separate
  - Not eligible

In February 2014, C-Way delivered auto-approval capabilities to provide reenlistment decisions on SEAOS/EAOS applications more quickly for eligible ratings. This changed the monthly processing of reenlistment applications as described below.

- If you are in an, "open" rating or a "balanced" rating in an undermanned year group or an E-6, you are eligible for reenlistment, and your application is submitted with correct data it will be auto-approved and returned immediately, and you can reenlist.
- If you are in a "competitive" rating or a balanced rating but not an undermanned year group, then your application will be processed through the monthly Rack and Stack process. Applications submitted in one month are processed in Rack and Stack the following month.
- For Nuclear ratings, all applications are reviewed by enlisted community managers on an ongoing basis throughout the processing month.
- If required data is missing (evaluations, Physical Fitness Assessment (PFA) data, security clearance etc.) the application will be denied with a note to your career counselor regarding what needs to be fixed. It is critical the Command Career Counselor reviews these notes to ensure Sailor's are not disadvantaged in their opportunities for retention.

- Upon completion of the monthly process, Career Waypoints results will be available to command users via the Monthly report section of the Career Waypoints system.
- Additional guidance MILPERSMAN 1440-060, NAVADMIN 149/13, NAVADMIN 150/13, and your Career Counselor

TRANSFER:

15 Months	12 Months	9 Months	6 Months	Orders Received
Career Waypoint____	Career Waypoint____	Career Waypoint____	Accept Orders_____	Screening_____
Exception Family Member___	EFM_____	CMS/ID_____	Reverse Sponsor_____	Obligate_____
CMS/ID_____	CMS/ID_____	SRB_____	Relocation (FFSC) ____	Bonus_____
Continuous Overseas Tours (COT) _____			Medical/Dental_____	
Overseas Tour Extension Incentive Program (OTEIP) _____			SRB_____	

For additional assistance in transfer and relocation, go to the Military HOMEFRONT website: http://www.public.navy.mil/bupers-npc/Pages/default.aspx and visit your Fleet and Family Support Center on base.

SEPARATING/RETIRE:

18 -12 months	6 months	90 days	30 days
Transition GPS _____	MED/DEN _____	Copy of Records_____	Copy of Records _____
Complete DD2648PSD_____	Relocation _____	Microfiche CD_____	PSD_____
Transition Planning_____	Relocation Services (FFSC) _____	Arrange Ceremony_____	MED/DEN _____
	Reserve Affiliation_____	Request Leave / PTDY _____	
	VA/DVA_____		

PHYSICAL FITNESS:

Participate in a year-round physical fitness program to meet Navy fitness and BCA standards. Review and verify accuracy of PFA data in PRIMS within 60 days of the PFA cycle. (PRIMS is accessible through your BUPERS Online Account)

Height_____ Weight_____ If Required (Neck_____ Waist_____ Hips (Female) _____ BCA _____)

Last 2 PRT Cycles: Curl-ups_____/_____ Push-ups_____/_____ Run/Swim/Cardio_____/____ Overall Score_____/_____

List date (if) any PRT/BCA failure(s) over the last 5 years _____/_____ List if any Medical Waiver(s)_____/_____

For more information on Navy Fitness, visit: http://www.navyfitness.org/

PROFESSIONAL MILITARY EDUCATION

(Resident and non-resident coursework designed to enhance a Sailor's general military professional knowledge and abilities)

EDUCATION: (Prior to considering any pursuit of off duty education or program enrollment VISIT YOUR NAVY COLLEGE OFFICE or call the Virtual Education Center (VEC)!!!)

Education Plan Completed (Navy College Office/VEC _____Current Education Level_____

Degree Goal_____
Various distance learning degree options are available using, Sailor and Marine Online Academic Advisor (SMOLAA)

Goal: Date: AA/AS _____ BA/BS _____ Master _____
(Credits to earn a degree - AA/AS: 60 SH/90 QH, BA/BS: 120 SH/180, QH, Master /Doctorate: Variable based on program)

Number of current credits _____ American Council on Education (ACE) recommended credits_____

SOC DNS Agreement _____ Joint Service Transcripts (JST) _____ HS Transcripts_____ College Transcripts_____

Date Degree Obtained: AA/AS _____ BA/BS _____ Master _____ Doctorate _____

For entry into JST, send official transcripts to:
Naval Education and Training Professional Development and Technology Center
Attn: JST Operation Center N615
6490 Saufley Field Road
Pensacola, FL 32509
Phone: 1-877-838-1659
Comm: 757-492-4684
FAX: 757-492-5095
DSN: 492-4684
Email: VEC@navy.mil

VOLUNTARY EDUCATION (Study guides and exam preparations and practice test located on NKO)

Academic skills _____ NCPACE _____CLEP _____DSST _____TA _____MGIB _____Post 9/11 GIB_____

E1/E2/E3 REQUIRED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Petty Officer Selectee Leadership Course	Command Delivered	CPPD-LEAD-09-001	24 hours	
Navy Military Training (Life Skills) (Pre-A School Delivery only) [4]	Command Delivered	A-500-1000	2 days	
Ethics Training	Command Delivered			
Required General Military Training Topics For FY 2016 (Standardized Core Training) [1]				
Antiterrorism Level I Awareness	NKO/Command Delivered	CENSECFOR-AT-010-1.0		
Combating Trafficking in Persons General Awareness	NKO/Command Delivered	DOD-CTIP-1.0		
Counterintelligence Awareness and Reporting	NKO/Command Delivered	DOD-CIAR-1.0		
Cyber Awareness Challenge V3	NKO/Command Delivered	DOD-IAA-V13.0		
Operations Security (Uncle Sam's OPSEC)	NKO/Command Delivered	NIOC-USOPSEC-2.0		
Privacy and Personally Identifiable Information	NKO/Command Delivered	DOD-PII-2.0		
Records Management	NKO/Command Delivered	DOR-RM-010-1.1		
Sexual Assault Prevention and Response Awareness (SAPR)	Command Delivered	CPPD-GMT-SAPRA-1.0 CC		
Equal Opportunity/Sexual Harassment/Grievance Procedures [2]	Command Delivered	CPPD-GMT-EOSH-1.0		
Suicide Prevention	Command Delivered	CPPD-GMT-SAP-1.0		
Required General Military Training Topics For FY 2016 (Command-Assigned Readiness –Enhancement topics; biennial periodicity) [3]				
Alcohol, Drug, and Tobacco Awareness	Command Delivered	CPPD-GMT-ADTA-1.0		
Domestic Violence Prevention and Reporting	NKO/Command Delivered	CPPD-GMT-DV-1.0		
Sexual Health and Responsibility	NKO/Command Delivered	CPPD-GMT-SHR-1.0		
Stress Management	Command Delivered	CPPD-GMT-SM-1.0		

1 - Verify GMT topics on NKO GMT web page.
2 - Course should be delivered in conjunction with SAPR. If not practicable, separate training is still required.
3 - Topics to be delivered once per deployment cycle. If deployment cycle is not applicable or exceeds two years between deployments, then deliver once every two years.
4 - Required for delivery in "A" School for all ratings

E1/E2/E3 REQUIRED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	NRTC	NAVEDTRA 14295B		
Customer Service	NRTC	NAVEDTRA 14056		
Immunization Basic Course	NMO	MILVAX		
TRICARE Fundamentals	TRICARE UNIVERSITY			
MHS HIPAA courses	Military Health System Learning Portal (MHS)			
Chemical, Biological, Radiological (CBR) Personnel Casualty Treatment	NKO E-Learning	CNE-EPOC-ELO-29.01.01.03-00001	2 hours	
BLS Healthcare Provider Course	Command Delivered		4 hours	
Navy Enlisted Occupational Standards	NPC	NAVPERS 18068F		
Expeditionary Medicine - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0		

E1/E2/E3 RECOMMENDED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Basic Military Requirements (NAVEDTRA 14325) (EDITION 1/1/2002)		NAVEDTRA 14325		
Military Requirements for Petty Officer Third and Second Class (EDITION 1/1/2001)		NAVEDTRA 14504		
Introductory Enlisted Professional Military Education (IEPME)	NKO	Military DON/ PME	18 hours	
Block 1 Introductory EPME - Introduction	NKO	IEPME-INTRO-B1-V2	-	
Block 2 Introductory EPME - History and Traditions	NKO	IEPME-INTRO-B2-V2	3 hours	
Block 3 Introductory EPME - Enlisted Professionalism	NKO	IEPME-INTRO-B3-V2	3 hours	
Block 4 Introductory EPME - Policy and the Navy	NKO	IEPME-INTRO-B4-V2	3 hours	
Block 5 Introductory EPME - Planning for Operations	NKO	IEPME-INTRO-B5-V2	3 hours	
Block 6 Introductory EPME - Regional and Cultural Awareness	NKO	IEPME-INTRO-B6-V2	3 hours	
Block 7 Introductory EPME - Technology in the Maritime Domain	NKO	IEPME-INTRO-B7-V2	3 hours	
Block 8 Introductory EPME - Conclusion	NKO	IEPME-INTRO-B8-V2	-	
Cultural Awareness	NKO or College Course	Foreign Language and Culture	45 hours	
English 101	College Course		45 hours	
English Reading	College Course		45 hours	
English Writing	College Course		45 hours	
Math	College Course		45 hours	
Speech	College Course		45 hours	
Navy Reserve Fundamentals for Active Duty Course	NKO	NAVRESFOR-NRF-3.0	10 hours	
Nutrition	NKO	NMHCI2107V2.1	1 hour	
Personal Financial Management	NKO	CPD-PFM-1.0	8 hours	
PREVENT	Command Delivered	S-501-0150	24 hours	
Recommended General Military Training Topics For FY 2016 (Delivery determined by command discretion) [1]				
Energy Policy	Command Delivered	OPNAV-GMTE-1.0		
Hazing Policy and Prevention	Command Delivered	CPPD-GMT-HPP-1.0		
Operational Risk Management	NKO/Command Delivered	CPPD-GMT-ORM-1.0		
Personal Financial Management	Command Delivered	CPPD-GMT-PFM16-1.0		
Physical Readiness	NKO/Command Delivered	CPPD-GMT-PRT-2.0		

1 - Verify GMT topics on NKO GMT web page.

Courses with Recommended Reserve Points:

Commander Navy Reserve Forces (CNRF) N7 determines the number of reserve points awarded for completion of a course taken on Navy E-Learning. This listing should only be used as a guide and is subject to change by direction of CNFR N7.

Navy E-Learning has no control over how many, if any, reserve points are eventually awarded for the completion of a course. All questions concerning the award of reserve points should be directed to CNFR N7.

E1/E2/E3 RECOMMENDED RESERVE PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NROWS Orders Administration Course	NKO	R-500-0140/02PG /DoN	8 hours	
Naval Reserve Center Commanding Officer Officer In Charge	NKO	CNRFC-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRFC-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRFC-MSC101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRFC-NPSAP-2 /DoN 0	23 hours	

E1/E2/E3 RECOMMENDED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
13 Heat Stress Program Fundamentals-WBGT	NKO E-Learning	CNE-BECC-0130-1.0	1 hour	
Environmental Injuries	NKO E-Learning	NMHCI4207V2 DON	2 hours	
Plant Pest and Vegetation Management	CA/FL	B-322-1071	4 days	
Arthropod and Vertebrate Pest Management	CA/FL	B-322-1072	10 days	
DOD Pest Management Recertification	CA/FL/HI	B-322-1074	3 days	
Shipboard Pest Management	CA/FL/HI/VA	B-322-1075	2 days	
Operational Entomology Training	CA/FL	B-322-1077	10 days	
Tactical Combat Casualty Care (TCCC-S)	CA/FL/IL/VA/WA	B-300-4010	3 days	
DOD Smallpox Vaccination	Navy Med. Online	MILVAX		
TRICARE Reserve Select Course	TRICARE UNIVERSITY			
Navy Trauma Training Center	NMOTC Pensacola, FL	Navy Trauma Training Center	21 days	
Aviation Medicine for the IDC	NKO E-Learning	NMMPTE-AMIDC-1.0	1 hour	
Triage and Surgical Procedures	NKO E-Learning	CNET10090	8 hours	
How to Identify and Provide Non-Surgical Treatment of Airway Obstruction	NKO E-Learning	CNET11439	1 hour	
Burn Casualty Management	NKO E-Learning	CNET12623	15 hours	
Envenomations and Poisonings Reference	NKO E-Learning	CNET12639	1 hour	
Chemical, Biological, Radiation, and Nuclear Explosive Casualties	NKO E-Learning	NMHCI4407V2.1	1 hour	
Deployable Medical Systems (DepMeds) Readiness Training	NKO E-Learning	NMETC-DMS-01	40 hours	
Health Aspects of Marine Sanitation	NKO E-Learning	NMETC-HAMSD-1.0	2 hours	
Hearing Conservation	NKO E-Learning	NMCPHC-HC-1.0	1 hour	
Hest Stress Afloat	NKO E-Learning	NMCPHC-HSA-1.0	1 hour	
Navy Medicine Public Affairs--120 Day Survival Kit	NKO E-Learning	NMETC-NMPA-1	1 hour	
Optician Sustainment Training	NKO E-Learning	NMETC-OST-3	4 hours	
Water Sanitation Afloat	NKO E-Learning	NMCPHC-WSA-1.0	1 hour	
FDPMU Orientation Training Course	NKO E-Learning	CFHP-FDPMU-OTC-1.0	5 hours	
Navy Health Promotions Basics Course Level 1	NKO E-Learning	NMHPB081	8 hours	
HRO - 120 Day Survival Kit	NKO E-Learning	NMHRO071	2 hours	
Sexual Assault Prevention and Response Course	NKO E-Learning	NMSAPR071	2 hours	
Operational Medicine 2007	NKO E-Learning	opMED2007	3 hours	
Virtual NH courses by systems	Virtual Naval Hospital			

NAVY PROFESSIONAL READING PROGRAM (PRP)

The purpose of the Reading Program is to facilitate the professional and personal development of all Sailors. For additional information on changes, refer to NAVADMIN 309/12 or visit http://navyreading.dodlive.mil/ or http://navy.lib.overdrive.com/ or https://wwwa.nko.navy.mil

ESSENTIAL READING

WARFIGHTING FIRST	**Completed**
1812: The Navy's War *by George C. Daughan*	
Cybersecurity and Cyberwar: What Everyone Needs to Know *by P.W. Singer*	
SEAL of Honor *by Gary Williams*	
Leading with the Heart *by Mike Krzyzewski, Donald T. Phillips, and Grant Hill*	
The Twilight War *by David Crist*	
Wake of the Wahoo *by Forest J. Sterling*	
OPERATE FORWARD	**Completed**
The Crisis of Islam *by Bernard Lewis*	
Execute Against Japan *by LT Joel Holwitt, USN*	
Monsoon *by Robert Kaplan*	
Neptune's Inferno *by James D. Hornfischer*	
Red Star Over the Pacific *by Toshi Yoshihara and James Holmes*	
Fallout *by Catherine Collins and Douglas Frantz*	
BE READY	**Completed**
A Sailor's History of the U.S. Navy *by Thomas Cutler*	
In the Shadow of Greatness *by Joshua Welle, John Ennis, Katherine Kranz and Graham Plaster*	
Navigating the Seven Seas *by Melvin G. Williams, Sr. and Melvin G. Williams, Jr.*	
The Trident: The Forging and Reforging of a Navy SEAL Leader *by Jason Redman and John Bruning*	
Turn the Ship Around *by David Marquet*	
Wired for War *by P.W. Singer*	

Twenty-four additional books are categorized as "recommended reading," and are available as electronic books (e-books). Many can be downloaded at no cost through the Navy general library program site on Navy Knowledge On-line (NKO).

The entire list, with book summaries and additional information is available at http://navyreading.dodlive.mil/

The CNO-PRP has been streamlined to make our Navy's reading program more interactive, affordable, and wherever possible, electronically accessible. To that end: a number of the titles will be available for free at the NKO portal at https://wwwa.nko.navy.mil.

- Click on the reference tab, then e-library audio and e-books tab.
- In order to download books, an "overdrive" account is required. On the top right, click on the overdrive window and follow the prompts.
- Then, not only are the PRP books available, but also hundreds of other items.

Note: Security restrictions preclude downloading via Navy owned computers, so downloading them to personally-owned devices will be required.

E1/E2/E3 RECOMMENDED COMMUNITY READING

Title	Completed
Flags of our Fathers *by James Bradley*	
Doc: Heroic Stories of Medics, Corpsmen, and Surgeons in Combat *by Mark R. Littleton*	
Corpsman Up *by Paul Baviello*	
A Corpsman's Legacy: He continues to Heal Others Through a Daughter He never Knew *by Stephanie Hanson*	
Corpsman Up! *by Charlie 'Doc' Rose*	
Not On My Watch: The 21st Century Combat Medic *by Joshua M. Peters, Joshua R. Fansler*	
On Call In Hell: A Doctor's Iraq War Story *by CDR Richard Jadick*	
A Doctor Looks at War: My Year in Iraq *by Michael C. Hodges*	
Medics at War: Military Medicine from Colonial Times to the 21st Century *by John T. Greenwood, F. Clifton Berry Jr.*	
Medic!: How I Fought World War II *by Morphine, Sulfa, and Iodine Swabs*	
Combat Medic: World war II *by John A. Kerner*	
Lone Survivor: The Eyewitness Account of Operation Redwing and the Lost Heroes of SEAL Team 10 *by Marcus Luttrell*	
My Men Are My Heroes: the Brad Kasal Story *by Nathaniel R. Helms*	
In the Company Of Heroes *by Michael J. Durant*	
Combat Corpsman *by Greg McPartlin*	

Hospital Corpsman
Petty Officer Third Class
(Apprentice/Journeyman)

NAME_____

SKILL TRAINING

(Schools, courses and assignments directly related to occupation)

REQUIRED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Basic	Fort Sam Houston, TX	B-300-0010	96 days	
Dental Assistant (8701)	Fort Sam Houston, TX	B-300-3300	40 days	
HMSB [2]	Local CMD			
ExMed. - Combat related field skills	NKO E-Learning	NMEMCRFS061	8 hours	
ExMed. - Non-Combat related field skills	NKO E-Learning	NMEMNCRFS061	4 hours	
ExMed. - Patient Movement	NKO E-Learning	NMEMPATMOV061	2 hours	
ExMed. - Shipboard Operations	NKO E-Learning	NMEMSHIPOP061	4 hours	
ExMed. - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0	1 hour	
Enlisted Warfare Qualification [1]				

1 - Required if afforded the opportunity
2 - BUMED INSTRUCTION 1510.23D

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	Navy Advancement Center	NAVEDTRA 14295B		
FMTB	FMTB East/West	B-300-0013	54 days	
Prophylactic tech	Local CMD training			
Cold Weather Medicine	NOMI Pensacola	B-300-0036	16 days	
Mountain Medicine [1]	NOMI Pensacola MMED	B-300-0023	18 days	
Surface Force Medical Indoc [1]	Japan, San Diego, Norfolk	B-300-1000	5 days	
MRRS + SAMS [1]	SPAWAR			
Field Management of Chemical & Biological Casualties [1]	Various	6H-F37/300-F31		
Fleet Hospital I & O	Local Fleet Hospital			
Fleet Hospital Field Training	NOMI/NEMTI	B-300-2404	8 days	
AV / Hearing Acuity	EPMU	B-300-0140	5 days	
Transportation of Hazardous Materials [1]	San Diego,CA Norfolk, VA	A-822-0012	2 weeks	
Tactical Combat Casualty Care Provider (TCCCP) Course [2]	Camp Pendleton, CA	B-300-4010	3 days	

1 - Billet specific
2 - BUMED INSTRUCTION 1510.25

NAVY ENLISTED CLASSIFICATION CODE (NEC) OPPORTUNITIES

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
8401 - Search and Rescue Medical Technician; E1-E5	Fort Rucker, Alabama	B-300-0075	110 days	
8402 - Submarine Force Independent Duty Corpsman; E5-E7	Groton, CT	B-300-0001	365 days	
8403 - Fleet Marine Force Reconnaissance Independent Duty Corpsman; E5-E7	Ft. Bragg, NC	B-300-2403	138 days	
8404 - Field Medical Service Technician; E1-E9	Camp Lejeune, NC / Camp Pendleton, CA	B-300-0013	54 days	
8406 - Aerospace Medical Technician	Pensacola, FL	B-300-0017	68 days	
8407 - Radiation Health Technician; E1-E6	Groton, CT	B-322-0010	68 days	
8408 - Cardiovascular Technician (Phase 1) / (Phase 2); E4-E5	Ft. Sam Houston, TX (PH1) San Diego, CA (PH2)	B-300-0118 / B-300-0218	138 days (PH1) / 236 days (PH2)	
8409 - Aerospace Physiology Technician; E4-E6	Pensacola, FL	B-305-0011	33 days	
8410 - Bio-Medical Equipment Technician; E1-E5	Ft. Sam Houston, TX	B-326-1000	376 days	
8416 - Nuclear Medicine Technologist (Phase 1) / (Phase 2); E4-E6 (Phase 1) / E4-E7 (Phase 2)	Ft. Sam Houston, TX (PH1) San Diego, CA or Portsmouth, VA (PH2)	B-311-0015 / B-311-0016	141 days (PH1) / 225 days (PH2)	
8425 - Surface Force Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0019	348 days	
8427 - Fleet Marine Force Reconnaissance Corpsman; E1-E5	Ft. Bragg, NC	B-300-0011	250 days	
8432 - Preventive Medicine Technician; E1-E6	Ft. Sam Houston, TX	B-322-0012	164 days	
8434 - Hemodialysis Technician; E4-E6	Portsmouth, VA	B-311-0123	96 days	
8452 - Advanced X Ray Technician (Phase 1) / (Phase 2); E1-E4	Ft. Sam Houston, TX (PH1) Ft. Sam Houston, TX, Portsmouth, VA, or San Diego, CA (PH2)	B-313-0126 / B-313-0226	145 days (PH1) / 208 days (PH2)	
8454 - Electroneurodiagnostic Technologist; E1-E4	Ft. Sam Houston, TX	B-300-0043	185 days	
8463 - Optician; E2-E5	Yorktown, VA	B-311-0023	164 days	
8466 - Physical Therapy Technician; E1-E4	Ft. Sam Houston, TX	B-303-0150	173 days	
8467 - Occupational Therapy Assistant; E4-E6	Ft. Sam Houston, TX	B-303-0152	229 days	
8482 - Pharmacy Technician; E1-E5	Ft. Sam Houston, TX	B-312-0025	159 days	
8483 - Surgical Technologist; E1-E4	Ft. Sam Houston, TX	B-301-0033	184 days	
8446 - Otolaryngology (ENT); E3-E6	OJT			
8485 - Psychiatry Technician; E1-E4	Ft. Sam Houston, TX	B-302-0046	102 days	
8486 - Urology Technician; E1-E4	Ft. Sam Houston, TX	B-300-0025	107 days	
8489 - Orthopedic Technician; E1-E5	Ft. Sam Houston, TX	B-300-0141	82 days	
8493 - Medical Deep Sea Diving Technician; E1-E6	Panama City, FL	A-433-0020	123 days	
8494 - Deep Sea Diving Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0022	348 days	
8496 - Mortician; E3-E7	N/A	State License		
8503 - Histopathology Technician; E3-E6	Ft. Sam Houston, TX	B-311-0039	250 days	
8506 - Medical Laboratory Technician, Advanced (Phase 1) / (Phase 2); E1-E5	Ft. Sam Houston, TX (PH1) Ft. Sam Houston, TX, Porstmouth, VA, or San Diego, CA (PH2)	B-311-0018 / B-311-2018	180 days (PH1) / 187 days (PH2)	
8541 - Respiratory Therapy Technician; E1-E5	Ft. Sam Houston, TX	B-300-0423	228 days	
8701 - Dental Assistant; E1-E3 [1]	Fort Sam Houston, TX	B-300-3300	40 days	
8702 - Advanced Dental Assistant; E1-E5	San Diego, CA	B-330-1011	145 days	
8708 - Dental Hygienist; (with less than 12yrs TIS) E3-E6	Pensacola, FL or Jacksonville, NC	B-330-0038	730 days	
8752 - Dental Laboratory Technician, Basic; E1-E4	Ft. Sam Houston, TX	B-331-0016	166 days	
8753 - Dental Laboratory Technician, Advanced; E4-E6	Ft. Sam Houston, TX	B-331-0017	234 days	
8765 - Dental Laboratory Technician, Maxillofacial; E4-E7	Bethesda, MD	B-331-0018	166 days	
9502 - Navy Instructor Training Course (NITC)	Various Locations	A-012-0077	19 days	

Note: Many NEC's have prerequisites to apply. Some schools will waiver pay grade restrictions on a case by case basis. Some Schools accept "pipeline" students directly from Hospital Corpsman Basic. School details can be found on the CANTRAC. Some NEC's are dropped after being advanced to E7/8/9. Be sure to discuss your intentions with your CCC and COC.

1 - This NEC is only attainable through accession. See your local recruiter or CCC.

JOB DESCRIPTION

Hosptial Corpsman (HM) in paygrade E4 (Hospital Corpsman Third Class/HM3), able to perform the duties of an HN and assist with administrative procedures; emergency treatment; equipment maintenance; infection control; laboratory test procedures; material management; medication administration; patient assessment care, and transport; recording and documenting; routine medical care; and wound and incision care. Specific tasks include creating medical or dental records; monitoring patient vital signs; cleaning treatment rooms and equipment; inventorying and organizing medical department equipment and supplies; administering intramuscular, subcutaneous, and intradermal injections; assessing medical conditions, diseases, and injuries; obtaining vital signs; assisting health care providers with treatment and medical procedures; counseling patients regarding treatment plans; monitoring fluid intake and output; performing urinary catheterization; performing first aid; transcribing medical information; and operating medical equipment including EKG, AED, BP, cuff, suction devices, and O2 tanks.

RECOMMENDED BILLET ASSIGNMENTS

As the Navy's largest rating, Hospital Corpsman (HM) you are exposed to a wide range of diverse training and Navy Enlisted Classification (NEC) opportunities. Whether stationed at a deployable unit or Medical Treatment Facility (MTF), you have opportunities to perform a significant role as part of a larger team. Regardless of duty station, you are expected to be relied upon more by junior personnel acting as both mentor and trainer, while simultaneously being held to a higher standard of technical expertise by seniors. If an Enlisted Warfare designation has not yet been earned, every effort should be made to choose orders that will provide the greatest opportunity to qualify for a warfare device. As a Third Class, now is the time to take advantage of the broad opportunities that exist and seek challenging and diverse assignments that maintain your sea/shore rotation while also developing your skills and abilities. Many opportunities exist.

PERSONAL AND PROFESSIONAL DEVELOPMENT (Completed at reporting 30 day Career Development Board)

Command Address: _____ QD Phone Number: _____

_____

Division Officer: _____ Phone Number: _____

Leading Chief Petty Officer: _____ Phone Number: _____

Leading Petty Officer: _____ Phone Number: _____

Sponsor/Mentor: _____ Phone Number: _____

Depart/Division Career Counselor: _____ Phone Number: _____

ADSD: _____ REPORT DATE: _____ EAOS: _____ PRD: _____ SEA / SHORE: _____/____
PAYGRADE E4 (1 year time in service required to be eligible for advancement to E-5)

Date Advanced: _____ Eligible Advancement Date: _____ Number of times up: _____ HYT Date: _____

Security Clearance Level: _____ Date Last updated: _____ Command INDOC complete: _____

CAREER DEVELOPMENT BOARDS: Use OPNAVINST 1040.11(ser) & Career Counselor Handbook NAVPERS 15878
(E4) Reason for Convening/Discussion Items: (Upon completion update (CIMS) Career Information Management System)

Reporting (within 30 days for active duty or three drill weekends for SELRES) (Date Conducted): _____

6 Month: _____ 12 Month: _____ 24 Month: _____36 Month: _____48 Month: _____

60 Month: _____ Special Program: _____ Member Request: _____

HYT 24 months (Date): _____ HYT 12 months (Date): _____ HYT Waiver Date: _____Approve/Disapprove

Career Waypoint 15 months to EAOS: _____ Career Waypoint not approved: _____ CMS/ID 13 months to PRD: _____

Rating Conversion: _____ Navy Formal Training Schools Request ("A"/"C"etc): _____

Transfer: _____ Early Separation: _____ Career Status Bonus (election message received):_____

Physical Fitness Test Failure: _____

Advancement Center: Visit NKO Navy Advancement page located under the Career Management Tab
(Items to collect/discuss: Bibliography for Advancement, Enlisted Advancement Exam Strategy Guide, Profile Sheets)

Pass Not Advanced (PNA) 3 times: _____ Standard Score 40 or less/failed: _____

Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series):

Commissioning Programs Applications: _____ (prior to submission, command endorsement):_____

Seaman to Admiral 21 (STA-21) _____ Medical Enlisted Commissioning Program (MECP) _____

Naval Academy _____ Naval Academy Preparatory School (NAPS) _____Officer Candidate School _____

Navy Leader Planning Guide: Log on to NKO and select the Leadership Tab to access this guide.

RECORD REVIEW CHECKLIST

Review your Official Record to see what documentation, qualifications, etc. may be missing or requiring an update. This is a great opportunity to meet with your Mentor, Leading Petty Officer or Leading Chief Petty Officer to understand the importance of keeping your record up-to-date. Check the following three major sections to verify your Official Record:

a. **BUPERS Online**: BUPERS Online (https://www.bol.navy.mil) is your main tool to ensure your record is up to date and helps you to be proactive in making the most of your promotion opportunity. You should review your:

   1. **Official Military Personnel File (OMPF)**: All active duty and reserve personnel having a BOL account, a CAC (with appropriate certificates) and a CAC-enabled computer can now view their OMPF online by selecting the OMPF option on the BOL main menu page. This is the preferred method of obtaining OMPF information to eliminate the unnecessary time-lags caused by waiting days or weeks to receive a requested CD ROM.

   2. **If Deployed:** Click on "*Request Record on CD*" to order your Official Military Personnel File (OMPF). This must be accomplished four to six months before a board convenes, which will allow time for delivery and updating of your record if required.

   3. Check your **Performance Summary Record (PSR)** and **Enlisted Summary Record (ESR)** on https://www.bol.navy.mil, click on the "*ODC, OSR, PSR, ESR*" link.

b. **Electronic Service Record (ESR)** Self-Service ESR: This can be viewed at (https://nsips.nmci.navy.mil) or on the Navy Standard Integrated Personnel System (NSIPS) ESR server onboard ship.

c. **Electronic Training Jacket (ETJ)**: Log-on to Navy Knowledge Online (NKO) and review your entire ETJ making sure that each section is correct. If not, clicking on "*Data Problems*" at the bottom of each page which will guide you on how to make corrections or updates.

d. **US Navy Awards website**: Log onto (https://awards.navy.mil/) to review any awards you may qualify for but were unaware of.

QUALIFICATIONS AND CERTIFICATIONS

Sea/Shore General Qualifications **Watch Standing Qualifications**	**Report Date**	**Completion Date** **(If qualification is not required place N/A in this Block)**
Ship Board Fire Fighting		
Aviation Fire Fighting		
Basic Damage Control		
Advanced Damage Control		
3M 301 Maintenance Person		
3M 302 Repair Parts/Supply Petty Officer (RPPO)		
3M 303 Work Center Supervisor (WCS)		
3M 305 Departmental Maintenance and Material Management (3M) Assistant		
DC 301 Basic Damage Control (DC) Communications		
DC 302 Basic First-Aid		
DC 303 Basic Firefighting		
DC 304 Fire Watch Stander		
DC 305 Basic Chemical, Biological, and Radiological (CBR) Defense		
DC 306 Basic Damage Control (DC)		
DC 307 Advanced Damage Control (DC)		
DC 310 Advanced First-Aid/Stretcher Bearer		
Medical Training Team (MTT) Trainer/Evaluator		
Messenger of the Watch (MOOW)		
Petty Officer of the Watch (POOW)		
Flight Deck Observer (required for AW qualification)		
Personal Qualifications Standard		

Mandatory warfare qualification for enlisted Sailors assigned to designated warfare qualifying commands:

Warfare qualification programs	**Report Date**	**Completion Date** **(If qualification is not required place N/A in this Block)**
Aviation Warfare Specialist		
Expeditionary Warfare Specialist		
Fleet Marine Forces		
Information Dominance Warfare Specialist		
SEABEE Combat Warfare		
Special Warfare Combatant-Craft Crewman		
Submarine Specialist		
Surface Warfare Specialist		

Rate Specific/Department Qualifications (Add)	**Report Date**	**Completion Date** **(If qualification is not required place N/A in this Block)**
Medical Department JQR/PQS		

CERTIFICATIONS

The following post military occupations are similar to the HM-Hospital Corpsman Rating. For more information about these occupations, visit NAVY COOL at https://www.cool.navy.mil/usn/.

Occupation (Civilian Employer)
Anesthesiologist Assistants
Audio and Video Equipment Technicians
Camera and Photographic Equipment Repairers
Camera Operators, Television, Video, and Motion Picture
Cardiovascular Technologists and Technicians
Commercial Divers
Dental Assistants
Dental Hygienists
Dental Laboratory Technicians
Embalmers
Emergency Medical Technicians and Paramedics
Environmental Science and Protection Technicians, Including Health
Film and Video Editors
Funeral Attendants
Funeral Service Managers
Health Educators
Histotechnologists and Histologic Technicians
Licensed Practical and Licensed Vocational Nurses
Medical and Clinical Laboratory Technicians
Medical and Clinical Laboratory Technologists
Medical and Health Services Managers
Medical Assistants
Medical Equipment Preparers
Medical Equipment Repairers
Medical Records and Health Information Technicians
Morticians, Undertakers, and Funeral Directors
Neurodiagnostic Technologists
Nuclear Equipment Operation Technicians
Nuclear Medicine Technologists
Nursing Assistants
Occupational Health and Safety Specialists
Occupational Health and Safety Technicians
Occupational Therapy Aides
Occupational Therapy Assistants
Ophthalmic Medical Technicians
Opticians, Dispensing
Orderlies
Pharmacy Aides
Pharmacy Technicians
Phlebotomists
Photographic Process Workers and Processing Machine Operators
Physical Therapist Aides
Physical Therapist Assistants
Physician Assistants
Psychiatric Technicians
Radiation Therapists
Radiologic Technicians
Radiologic Technologists
Recreation and Fitness Studies Teachers, Postsecondary
Respiratory Therapy Technicians
Self-Enrichment Education Teachers
Skincare Specialists
Surgical Assistants
Surgical Technologists

Occupation (Federal Employer)
0018 - Safety and Occupational Health Management Series
0101 - Social Science Series
0102 - Social Science Aid and Technician Series
0180 - Psychology Series
0181 - Psychology Aid and Technician Series
0405 - Pharmacology Series
0601 - General Health Science Series
0603 - Physician Assistant Series
0610 - Nurse Series
0621 - Nursing Assistant Series
0622 - Medical Supply Aide and Technician Series
0625 - Autopsy Assistant Series
0630 - Dietitian and Nutritionist Series
0631 - Occupational Therapist Series
0633 - Physical Therapist Series
0635 - Kinesiotherapy Series
0636 - Rehabilitation Therapy Assistant Series
0638 - Recreation/Creative Arts Therapist Series
0639 - Educational Therapist Series
0640 - Health Aid and Technician Series
0642 - Nuclear Medicine Technician Series
0644 - Medical Technologist Series
0645 - Medical Technician Series
0646 - Pathology Technician Series
0647 - Diagnostic Radiologic Technologist Series
0648 - Therapeutic Radiologic Technologist Series
0650 - Medical Technical Assistant Series
0651 - Respiratory Therapist Series
0661 - Pharmacy Technician Series
0667 - Orthotist and Prosthetist Series
0668 - Podiatrist Series
0669 - Medical Records Administration Series
0670 - Health System Administration Series
0671 - Health System Specialist Series
0675 - Medical Records Technician Series
0679 - Medical Support Assistance Series
0680 - Dental Officer Series
0681 - Dental Assistant Series
0682 - Dental Hygiene Series
0683 - Dental Laboratory Aid and Technician Series
0685 - Public Health Program Specialist Series
0690 - Industrial Hygiene Series
3511 - Laboratory Working

Navy COOL: The following certifications and licenses are applicable to the HM-Hospital Corpsman rating. *They may require additional education, training or experience.*

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Academy of Professional Coders (AAPC)	Certified Professional Coder (CPC)	
E5	American Association of Bioanalysts (AAB)	Medical Technologist- Generalist (MT(AAB))	
E3	American Association of Electrodiagnostic Technologists (AAET)	Registered Nerve Conduction Study Technologist (R.NCS.T.)	
E3	American Association of Medical Assistants (AAMA)	Certified Medical Assistant (CMA)	
E3	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 1	
E4	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 2	
E5	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 3	
E5	American Board for Certification in Homeland Security (ABCHS)	Certified in Homeland Security Level V (CHS-V)	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	Contact Lens Registry Examination - NCLE- Basic	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	National Opticianry Competency Examination - ABO Basic	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Electroencephalographic Technologist (R. EEG T.)	
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Evoked Potential Technician (R.EP T.)	
E5	American Board of Wound Management (ABWM)	Certified Wound Care Associate (CWCA)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Clinical Exercise Physiologist (ACSM CEP)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Exercise Physiologist (ACSM EP-C)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Personal Trainer (CPT)	
E5	American College of Sports Medicine (ACSM)	ACSM Registered Clinical Exercise Physiologist	
E5	American Correctional Association (ACA)	Certified Corrections Nurse (CCN)	
E5	American Correctional Association (ACA)	Certified Corrections Nurse Manager (CCN/M)	
E3	American Education Certification Association	Certified Clinical Medical Assistant Specialist (CCMAS)	
E3	American Education Certification Association	Certified Computer Skills Specialist (CCSS)	
E3	American Education Certification Association	Certified EKG/Electrocardiogram Technician (Clinical)	
E4	American Education Certification Association	Certified Electronic Health Record Professional (CEHRP)	
E3	American Education Certification Association	Certified Medical Administrative Assistant /Office Specialist	
E3	American Education Certification Association	Certified Medical Billing & Coding	
E3	American Education Certification Association	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	American Education Certification Association	Certified Personal Trainer Specialist	
E3	American Education Certification Association	Certified Phlebotomy Technician (Clinical)	
E4	American Education Certification Association	Certified Rehabilitation Exercise Specialist	
E5	American Education Certification Association	Certified Rehabilitation Therapy Assistant	
E3	American Education Certification Association	Certified Rehabilitation Therapy Technician	
E3	American Education Certification Association	Certified Restorative Care Assistant / Specialist	
E3	American Education Certification Association	Certified Strength & Conditioning Rehabilitation Specialist	
E5	American Health Information Management Association (AHIMA)	Certified Coding Associate (CCA)	
E6	American Health Information Management Association (AHIMA)	Certified Coding Specialist (CCS)	
E3	American Medical Certification Association (AMCA)	Clinical Medical Assistant Certification (CMAC)	
E5	American Medical Certification Association (AMCA)	Nursing Assistant Certification	
E4	American Medical Technologists (AMT)	Certified Medical Administrative Specialist (CMAS)	
E4	American Medical Technologists (AMT)	Certified Medical Laboratory Assistant (CMLA)	
E3	American Medical Technologists (AMT)	Medical Laboratory Technician (MLT)	
E3	American Medical Technologists (AMT)	Registered Dental Assistant (RDA)	
E3	American Medical Technologists (AMT)	Registered Medical Assistant (RMA)	
E3	American Medical Technologists (AMT)	Registered Phlebotomy Technician (RPT)	
E3	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric (CPO)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Assistant (CPOA)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Technician (CPOT)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Adult Echocardiography) (RDCS-AE)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Pediatric Echocardiography) (RDCS-PE)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Abdomen) (RDMS-AB)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Obstetrics and Gynecology) (RDMS-OB/GYN)	
E4	American Registry of Radiologic Technologists (ARRT)	Computed Tomography (CT)	
E4	American Registry of Radiologic Technologists (ARRT)	Fluoroscopy Exam	
E6	American Registry of Radiologic Technologists (ARRT)	Mammography	
E4	American Registry of Radiologic Technologists (ARRT)	Nuclear Medicine Technology (R.T.(N))	
E4	American Registry of Radiologic Technologists (ARRT)	Quality Management (QM)	
E4	American Registry of Radiologic Technologists (ARRT)	Radiation Therapy (R.T.(T))	
E4	American Registry of Radiologic Technologists (ARRT)	Radiography (R.T.(R))	
E4	American Registry of Radiologic Technologists (ARRT)	Registered Radiologist Assistant (R.R.A.)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Registry of Radiologic Technologists (ARRT)	Sonography	
E4	American Society for Clinical Pathology (ASCP)	Histotechnician, HT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Histotechnologist, HTL(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Medical Laboratory Technician, MLT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Phlebotomy Technician, PBT(ASCP)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray (IRSSP-X-Ray)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray and RAM (IRSSP-Combo)	
E5	American Society for Quality (ASQ)	Pharmaceutical GMP Professional	
E6	Association for Medical Imaging Management (AHRA)	Certified Radiology Administrator (CRA)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Biomedical Equipment Technician (CBET)	
E6	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Healthcare Technology Manager (CHTM)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Laboratory Equipment Specialist (CLES)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Radiology Equipment Specialist (CRES)	
E3	Association of Diving Contractors International (ADCI)	Air Diver	
E3	Association of Diving Contractors International (ADCI)	Entry Level Tender/Diver	
E5	Board of Certified Safety Professionals (BCSP)	Associate Safety Professional (ASP)	
E3	Board of Certified Safety Professionals (BCSP)	Certified Environmental, Safety & Health Trainer (CET)	
E5	Board of Certified Safety Professionals (BCSP)	Certified Safety Professional (CSP)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Nurse (CHN)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Technician (CHT)	
E4	Board of Registered Polysomnographic Technologists (BRPT)	Registered Polysomnographic Technologist (RPSGT)	
E4	Cardiovascular Credentialing International (CCI)	Certified Cardiographic Technician (CCT)	
E3	Cardiovascular Credentialing International (CCI)	Certified Rhythm Analysis Technician (CRAT)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Electrophysiology Specialist (RCES)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Sonographer (RCS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiovascular Invasive Specialist (RCIS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Vascular Specialist (RVS)	
E5	Certification Board for Radiology Practitioner Assistants	Radiology Practitioner Assistant	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Flexible Endoscope Reprocessor (CFER)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Surgical Instrument Specialist (CSIS)	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Technician (CSPDT)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing Management (CSPM)	
E4	Certification Board for Urologic Nurses and Associates (CBUNA)	Certified Urologic Associate (CUA)	
E3	Computing Technology Industry Association (CompTIA)	CompTIA Certified Technical Trainer (CTT+)	
E3	Council for Accreditation in Occupational Hearing Conservation (CAOHC)	Occupational Hearing Conservationist (OHC)	
E3	Dental Assisting National Board (DANB)	Certified Dental Assistant (CDA)	
E3	Dental Assisting National Board (DANB)	Certified Preventive Functions Dental Assistant (CPFDA)	
E3	Dental Assisting National Board (DANB)	Certified Restorative Functions Dental Assistant (CRFDA)	
E3	Dental Assisting National Board (DANB)	National Entry Level Dental Assistant (NELDA)	
E4	Electronics Technicians Association, International (ETA-I)	Associate Electronics Technician (CETa)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Electronics Technician (BMD)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Imaging Electronics Technician (BIET)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate AC (EM2)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate Analog (EM3)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Comprehensive (EM5)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate DC (EM1)	
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Digital (EM4)	
E6	Federation of State Boards of Physical Therapy (FSBPT)	National Physical Therapist Assistant Examination (NPTAE)	
E6	Institute for Safety and Health Management (ISHM)	Certified Safety and Health Manager (CSHM)	
E4	International Association of Healthcare Central Service Materiel Management (IAHCSMM)	Certified Registered Central Service Technician (CRCST)	
E6	International Board for Certification of Safety Managers	Certified Emergency Disaster Professional (CEDP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Emergency Professional (CHEP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Safety Professional (CHSP)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Environmental Services (CHS-EVS)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Long Term Care (CHS-LTC)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Cardiac Device Specialist for the Allied Professional (CCDS)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Electrophysiology Specialist for the Allied Professional (CEPS)	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Associate-Level	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Journeyman-Level - Medical	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Assistant (COA)	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Technician (COT)	
E5	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Ophthalmic Surgical Assistant (OSA)	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Examination - Part I	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Hygiene Exam (NBDHE)	
E3	Medical Dosimetrist Certification Board (MDCB)	Certified Medical Dosimetrist	
E5	National Association for Fitness Certification (NAFC)	NAFC Personal Training	
E3	National Asthma Educator Certification Board (NAECB)	Certified Asthma Educator (AE-C)	
E3	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Ceramics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Complete Dentures	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Crown and Bridge	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Implants	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Orthodontics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Partial Dentures	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Certified Occupational Therapy Assistant (COTA)	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Occupational Therapist Registered (OTR)	
E3	National Board for Certification of Orthopaedic Technologists (NBCOT)	Orthopaedic Technologist - Certified (OTC)	
E3	National Board for Respiratory Care (NBRC)	Adult Critical Care Specialty Examination (ACCS)	
E3	National Board for Respiratory Care (NBRC)	Certified Pulmonary Function Technologist (CPFT)	
E3	National Board for Respiratory Care (NBRC)	Certified Respiratory Therapist (CRT)	
E4	National Board for Respiratory Care (NBRC)	Neonatal/Pediatric Respiratory Care Specialist (CRT-NPS RRT-NPS)	
E3	National Board for Respiratory Care (NBRC)	Registered Respiratory Therapist (RRT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Certified Hyperbaric Technologist (CHT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Diving Medical Technician (DMT)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	National Board of Surgical Technology and Surgical Assisting (NBSTSA)	Certified Surgical Technologist (CST)	
E3	National Center for Competency Testing (NCCT)	Medical Assistant (NCMA)	
E3	National Center for Competency Testing (NCCT)	Medical Office Assistant (NCMOA)	
E3	National Center for Competency Testing (NCCT)	National Certified ECG Technician (NCET)	
E3	National Center for Competency Testing (NCCT)	National Certified Insurance and Coding Specialist (NCICS)	
E3	National Center for Competency Testing (NCCT)	National Certified Patient Care Technician (NCPCT)	
E3	National Center for Competency Testing (NCCT)	National Certified Phlebotomy Technician (NCPT)	
E3	National Center for Competency Testing (NCCT)	Tech in Surgery - Certified TS-C (NCCT)	
E3	National Commission for the Certification of Surgical Assistants (NCCSA)	Certified Surgical Assistant (CSA)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN)	
E6	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Registered Nurses (NCLEX-RN)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Nurse Aide Assessment Program (NNAAP)	
E3	National Environmental Health Association (NEHA)	Certified Professional - Food Safety (CP-FS)	
E3	National Environmental Health Association (NEHA)	Healthy Homes Specialist (HHS)	
E3	National Environmental Health Association (NEHA)	Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS)	
E5	National Exercise Trainers Association (NETA)	Certified Group Exercise Instructor	
E4	National Healthcareer Association (NHA)	Certified Billing and Coding Specialist (CBCS)	
E3	National Healthcareer Association (NHA)	Certified Clinical Medical Assistant (CCMA)	
E3	National Healthcareer Association (NHA)	Certified EKG Technician (CET)	
E4	National Healthcareer Association (NHA)	Certified Electronic Health Record Specialist (CEHRS)	
E3	National Healthcareer Association (NHA)	Certified Medical Administrative Assistant (CMAA)	
E3	National Healthcareer Association (NHA)	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	National Healthcareer Association (NHA)	NHA-Certified Pharmacy Technician (NHA-CPhT)	
E3	National Healthcareer Association (NHA)	NHA-Certified Phlebotomy Technician (NHA-CPT)	
E3	National Phlebotomy Association (NPA)	Certified Phlebotomist Technologist (CPT)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Responder (EMR)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Technician (EMT)	
E4	National Registry of Emergency Medical Technicians (NREMT)	National Registered Paramedic (NRP)	
E4	National Registry of Radiation Protection Technologists	Registered Radiation Protection Technologist (RRPT)	
E4	Nephrology Nursing Certification Commission (NNCB)	Certified Clinical Hemodialysis Technician (CCHT)	
E4	Nuclear Medicine Technology Certification Board (NMTCB)	Nuclear Medicine Technologist (NMT)	
E3	Pharmacy Technician Certification Board (PTCB)	PTCB-Certified Pharmacy Technician (PTCB-CPhT)	
E5	PTA Global	Certified Personal Trainer (CPT)	
E4	Radiology Coding Certification Board (RCCB)	Radiology Certified Coder	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Educator (CHSE)	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Operations Specialists (CHSOS)	
E5	The American Society of Anesthesia Technologists and Technicians	ASATT Technologist Certification (Cer.A.T.T)	
E5	World Safety Organization (WSO)	Certified Safety Specialist (WSO-CSS)	
E5	World Safety Organization (WSO)	Certified Safety Technician (WSO-CST)	

Visit Navy COOL at https://www.cool.navy.mil/usn/ for additional Credentials that you may qualify to earn; however funding may be limited to your GI Bill.

UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM (USMAP):

Rank	Apprenticeship	Date Completed
E1 - E9	Computer Operator	
E1 - E9	Dental Assistant (Medical Service)	
E1 - E9	Dental-Equipment Installer And Servicer (Wholesale Trade)	
E1 - E9	Dental-Laboratory Technician (Protective Devices)	
E1 - E9	Electromedical Equipment Repairer (Any Industry)	
E1 - E9	Electronics Tester	
E1 - E9	Emergency Medical Technician	
E1 - E9	Medical Laboratory Technician (Medical Service)	
E1 - E9	Medical Secretary (Medical Service)	
E1 - E9	Nurse Assistant (Medical Service)	
E1 - E9	Paramedic (Medical Service)	
E1 - E9	Pharmacist Assistant (Military Service)	

Visit USMAP https://usmap.netc.navy.mil/usmapss/static/index.htm for additional information.

STAY NAVY

REENLIST / EXTEND: Request Chit/Form: _____ Career Waypoints-Reenlistment Approval: _____

Selective Training and Reenlistment (STAR): _____ Guaranteed Assignment in Detailing (GUARD 2000): _____

School as a Reenlistment Incentive: _____ Prior Service Reenlistment Eligibility - Reserve (PRISE-R):_____

Career Management System/Interactive Detailing (CMS/ID): _____

Medical/Dental Screening: _____ Command Recommendation (evaluation): _____ Bonus: _____ Ceremony: _____

Career Waypoints-Reenlistment:

The Command Career Counselor is your local advocate to assist you with the Career Waypoints application process.

- E3-E6 Sailors with less than 14 years of service must submit a Career Waypoint application, regardless of reenlistment intentions. Sailors who do not desire to reenlist will submit an "intends to separate" application. Sailors not eligible for reenlistment will submit a "not eligible" application.
- The Career Waypoints system automatically generates most of the applications needed by Sailors. Applications must be submitted no later than 13 months prior to expiration of active obligated service (EAOS) or as extended (SEAOS). Sailors with less than 24 months of contract time remaining at their projected rotation date (PRD) will submit an application 12 months prior to their PRD. In either case, the Career Waypoints system will automatically generate applications for Sailors 15 months prior to either timeframe. Applications required outside of the established C-Way gates can be submitted as Special Circumstance applications. Examples of when these may be needed include OBLISERVE for special duty, decommissioning or homeport shift.
- The C-Way 3-2-1 Process aligns career decisions with the detailing process. Soft End of Active Obligated Service (SEAOS)/End of Active Obligated Service (EAOS) applications are created by C-Way at the 15 month from SEAOS/EAOS mark and must be submitted by the Command Career Counselor at the 13 month mark. This provides time for the Career Counselor to validate the Sailor's information and to ascertain the Sailors career intentions. The first C-Way review gate occurs from 13 to 10 months from SEAOS/EAOS with career choice options of in-rate, conversion, and Selected Reserve. The second review gate occurs from 9 to 7 months from SEAOS/EAOS with career choice options of conversion and Selected Reserve. From 6 months to 3 months to SEAOS/EAOS the Sailor can only choose Selected Reserve affiliation.
- Monthly reenlistment quotas are limited and must be reserved for our best and brightest Sailors who desire to Stay Navy.
  Sailors must choose one of the following based on their desires and qualifications:
  - Reenlist-in-Rate,
  - Reenlist-in-rate, Willing to Convert
  - Convert only
  - SELRES option
  - Intend to separate
  - Not eligible

In February 2014, C-Way delivered auto-approval capabilities to provide reenlistment decisions on SEAOS/EAOS applications more quickly for eligible ratings. This changed the monthly processing of reenlistment applications as described below.

- If you are in an, "open" rating or a "balanced" rating in an undermanned year group or an E-6, you are eligible for reenlistment, and your application is submitted with correct data it will be auto-approved and returned immediately, and you can reenlist.
- If you are in a "competitive" rating or a balanced rating but not an undermanned year group, then your application will be processed through the monthly Rack and Stack process. Applications submitted in one month are processed in Rack and Stack the following month.
- For Nuclear ratings, all applications are reviewed by enlisted community managers on an ongoing basis throughout the processing month.
- If required data is missing (evaluations, Physical Fitness Assessment (PFA) data, security clearance etc.) the application will be denied with a note to your career counselor regarding what needs to be fixed. It is critical the Command Career Counselor reviews these notes to ensure Sailor's are not disadvantaged in their opportunities for retention.

- Upon completion of the monthly process, Career Waypoints results will be available to command users via the Monthly report section of the Career Waypoints system.
- Additional guidance MILPERSMAN 1440-060, NAVADMIN 149/13, NAVADMIN 150/13, and your Career Counselor

TRANSFER:

15 Months	12 Months	9 Months	6 Months	Orders Received
Career Waypoint____	Career Waypoint____	Career Waypoint____	Accept Orders_____	Screening_____
Exception Family Member___	EFM_____	CMS/ID_____	Reverse Sponsor_____	Obligate_____
CMS/ID_____	CMS/ID_____	SRB_____	Relocation (FFSC) ____	Bonus_____
Continuous Overseas Tours (COT) _____			Medical/Dental_____	
Overseas Tour Extension Incentive Program (OTEIP) _____			SRB_____	

For additional assistance in transfer and relocation, go to the Military HOMEFRONT website: http://www.public.navy.mil/bupers-npc/Pages/default.aspx and visit your Fleet and Family Support Center on base.

SEPARATING/RETIRE:

18 -12 months	6 months	90 days	30 days
Transition GPS _____	MED/DEN _____	Copy of Records_____	Copy of Records _____
Complete DD2648PSD_____	Relocation _____	Microfiche CD_____	PSD_____
Transition Planning_____	Relocation Services (FFSC) _____	Arrange Ceremony_____	MED/DEN _____
	Reserve Affiliation_____	Request Leave / PTDY _____	
	VA/DVA_____		

PHYSICAL FITNESS:

Participate in a year-round physical fitness program to meet Navy fitness and BCA standards. Review and verify accuracy of PFA data in PRIMS within 60 days of the PFA cycle. (PRIMS is accessible through your BUPERS Online Account)

Height_____ Weight_____ If Required (Neck_____ Waist_____ Hips (Female) _____ BCA _____)

Last 2 PRT Cycles: Curl-ups_____/_____ Push-ups_____/_____ Run/Swim/Cardio_____/____ Overall Score_____/_____

List date (if) any PRT/BCA failure(s) over the last 5 years _____/_____ List if any Medical Waiver(s)_____/_____

For more information on Navy Fitness, visit: http://www.navyfitness.org/

PROFESSIONAL MILITARY EDUCATION

(Resident and non-resident coursework designed to enhance a Sailor's general military professional knowledge and abilities)

EDUCATION: (Prior to considering any pursuit of off duty education or program enrollment VISIT YOUR NAVY COLLEGE OFFICE or call the Virtual Education Center (VEC)!!!)

Education Plan Completed (Navy College Office/VEC _____Current Education Level_____

Degree Goal_____
Various distance learning degree options are available using, Sailor and Marine Online Academic Advisor (SMOLAA)

Goal: Date: AA/AS _____ BA/BS _____ Master _____
(Credits to earn a degree - AA/AS: 60 SH/90 QH, BA/BS: 120 SH/180, QH, Master /Doctorate: Variable based on program)

Number of current credits _____ American Council on Education (ACE) recommended credits_____

SOC DNS Agreement _____ Joint Service Transcripts (JST) _____ HS Transcripts_____ College Transcripts_____

Date Degree Obtained: AA/AS _____ BA/BS _____ Master _____ Doctorate _____

For entry into JST, send official transcripts to:
Naval Education and Training Professional Development and Technology Center
Attn: JST Operation Center N615
6490 Saufley Field Road
Pensacola, FL 32509
Phone: 1-877-838-1659
Comm: 757-492-4684
FAX: 757-492-5095
DSN: 492-4684
Email: VEC@navy.mil

VOLUNTARY EDUCATION (Study guides and exam preparations and practice test located on NKO)

Academic skills _____ NCPACE _____CLEP _____DSST _____TA _____MGIB _____Post 9/11 GIB_____

E4 REQUIRED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Petty Officer Second Class Selectee Leadership Course - Phase One	Command Delivered	CPPD-LEAD-09-002	16 hours	
Petty Officer Second Class Selectee Leadership Course - Phase Two	Command Delivered	CPPD-LEAD-09-002	10 hours	
Ethics Training	Command Delivered			
Required General Military Training Topics For FY 2016 (Standardized Core Training) [1]				
Antiterrorism Level I Awareness	NKO/Command Delivered	CENSECFOR-AT-010-1.0		
Combating Trafficking in Persons General Awareness	NKO/Command Delivered	DOD-CTIP-1.0		
Counterintelligence Awareness and Reporting	NKO/Command Delivered	DOD-CIAR-1.0		
Cyber Awareness Challenge V3	NKO/Command Delivered	DOD-IAA-V13.0		
Operations Security (Uncle Sam's OPSEC)	NKO/Command Delivered	NIOC-USOPSEC-2.0		
Privacy and Personally Identifiable Information	NKO/Command Delivered	DOD-PII-2.0		
Records Management	NKO/Command Delivered	DOR-RM-010-1.1		
Sexual Assault Prevention and Response Awareness (SAPR)	Command Delivered	CPPD-GMT-SAPRA-1.0 CC		
Equal Opportunity/Sexual Harassment/Grievance Procedures [2]	Command Delivered	CPPD-GMT-EOSH-1.0		
Suicide Prevention	Command Delivered	CPPD-GMT-SAP-1.0		
Required General Military Training Topics For FY 2016 (Command-Assigned Readiness –Enhancement topics; biennial periodicity) [3]				
Alcohol, Drug, and Tobacco Awareness	Command Delivered	CPPD-GMT-ADTA-1.0		
Domestic Violence Prevention and Reporting	NKO/Command Delivered	CPPD-GMT-DV-1.0		
Sexual Health and Responsibility	NKO/Command Delivered	CPPD-GMT-SHR-1.0		
Stress Management	Command Delivered	CPPD-GMT-SM-1.0		

1 - Verify GMT topics on NKO GMT web page.
2 - Course should be delivered in conjunction with SAPR. If not practicable, separate training is still required.
3 - Topics to be delivered once per deployment cycle. If deployment cycle is not applicable or exceeds two years between deployments, then deliver once every two years.

E4 REQUIRED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	NRTC	NAVEDTRA 14295B		
Customer Service	NRTC	NAVEDTRA 14056		
Immunization Basic Course	NMO	MILVAX		
TRICARE Fundamentals	TRICARE UNIVERSITY			
MHS HIPAA courses	Military Health System Learning Portal (MHS)			
Chemical, Biological, Radiological (CBR) Personnel Casualty Treatment	NKO E-Learning	CNE-EPOC-ELO-29.01.01.03-00001	2 hours	
BLS Healthcare Provider Course	Command Delivered		4 hours	
Navy Enlisted Occupational Standards	NPC	NAVPERS 18068F		
Expeditionary Medicine - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0		

E4 RECOMMENDED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Leadership Core Continuum (LCC)	Command Delivered	CPPD10-LCC (Series)	6 hours	
Military Requirements for Petty Officer Third and Second Class (EDITION 1/1/2001)		NAVEDTRA 14504		
Introductory Enlisted Professional Military Education (IEPME)	NKO	Military DON/ PME	18 hours	
Block 1 Introductory EPME - Introduction	NKO	IEPME-INTRO-B1-V2	-	
Block 2 Introductory EPME - History and Traditions	NKO	IEPME-INTRO-B2-V2	3 hours	
Block 3 Introductory EPME - Enlisted Professionalism	NKO	IEPME-INTRO-B3-V2	3 hours	
Block 4 Introductory EPME - Policy and the Navy	NKO	IEPME-INTRO-B4-V2	3 hours	
Block 5 Introductory EPME - Planning for Operations	NKO	IEPME-INTRO-B5-V2	3 hours	
Block 6 Introductory EPME - Regional and Cultural Awareness	NKO	IEPME-INTRO-B6-V2	3 hours	
Block 7 Introductory EPME - Technology in the Maritime Domain	NKO	IEPME-INTRO-B7-V2	3 hours	
Block 8 Introductory EPME - Conclusion	NKO	IEPME-INTRO-B8-V2	-	
Cultural Awareness	NKO or College Course	Foreign Language and Culture	45 hours	
English 101	College Course		45 hours	
English Reading	College Course		45 hours	
English Writing	College Course		45 hours	
Math	College Course		45 hours	
Speech	College Course		45 hours	
Navy Reserve Fundamentals for Active Duty Course	NKO	NAVRESFOR-NRF-3.0	10 hours	
Nutrition	NKO	NMHCI2107V2.1	1 hour	
Personal Financial Management	NKO	CPD-PFM-1.0	8 hours	
PREVENT	Command Delivered	S-501-0150	24 hours	
Recommended General Military Training Topics For FY 2016 (Delivery determined by command discretion) [1]				
Energy Policy	Command Delivered	OPNAV-GMTE-1.0		
Hazing Policy and Prevention	Command Delivered	CPPD-GMT-HPP-1.0		
Operational Risk Management	NKO/Command Delivered	CPPD-GMT-ORM-1.0		
Personal Financial Management	Command Delivered	CPPD-GMT-PFM16-1.0		
Physical Readiness	NKO/Command Delivered	CPPD-GMT-PRT-2.0		

1 - Verify GMT topics on NKO GMT web page.

Courses with Recommended Reserve Points:

Commander Navy Reserve Forces (CNRF) N7 determines the number of reserve points awarded for completion of a course taken on Navy E-Learning. This listing should only be used as a guide and is subject to change by direction of CNFR N7.

Navy E-Learning has no control over how many, if any, reserve points are eventually awarded for the completion of a course. All questions concerning the award of reserve points should be directed to CNFR N7.

E4 RECOMMENDED RESERVE PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NROWS Orders Administration Course	NKO	R-500-0140/02PG /DoN	8 hours	
Naval Reserve Center Commanding Officer Officer In Charge	NKO	CNRFC-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRFC-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRFC-MSC101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRFC-NPSAP-2 /DoN 0	23 hours	

E4 RECOMMENDED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
13 Heat Stress Program Fundamentals-WBGT	NKO E-Learning	CNE-BECC-0130-1.0	1 hour	
Heat Stress Afloat	NKO E-Learning	NMCPHC-HAS-1.0	1 hour	
Environmental Injuries	NKO E-Learning	NMHCI4207V2 DON	2 hours	
Plant Pest and Vegetation Management	CA/FL	B-322-1071	4 days	
Arthropod and Vertebrate Pest Management	CA/FL	B-322-1072	10 days	
DOD Pest Management Recertification	CA/FL/HI	B-322-1074	3 days	
Shipboard Pest Management	CA/FL/HI/VA	B-322-1075	2 days	
Operational Entomology Training	CA/FL	B-322-1077	10 days	
Tactical Combat Casualty Care (TCCC-S)	CA/FL/IL/VA/WA	B-300-4010	3 days	
DOD Smallpox Vaccination	Navy Med. Online	MILVAX		
TRICARE Reserve Select Course	TRICARE UNIVERSITY			
Navy Trauma Training Center	NMOTC Pensacola, FL	Navy Trauma Training Center	21 days	
Aviation Medicine for the IDC	NKO E-Learning	NMMPTE-AMIDC-1.0	1 hour	
Triage and Surgical Procedures	NKO E-Learning	CNET10090	8 hours	
How to Identify and Provide Non-Surgical Treatment of Airway Obstruction	NKO E-Learning	CNET11439	1 hour	
Burn Casualty Management	NKO E-Learning	CNET12623	15 hours	
Envenomations and Poisonings Reference	NKO E-Learning	CNET12639	1 hour	
Chemical, Biological, Radiation, and Nuclear Explosive Casualties	NKO E-Learning	NMHCI4407V2.1	1 hour	
Deployable Medical Systems (DepMeds) Readiness Training	NKO E-Learning	NMETC-DMS-01	40 hours	
Health Aspects of Marine Sanitation	NKO E-Learning	NMETC-HAMSD-1.0	2 hours	
Hearing Conservation	NKO E-Learning	NMCPHC-HC-1.0	1 hour	
Navy Medicine Public Affairs--120 Day Survival Kit	NKO E-Learning	NMETC-NMPA-1	1 hour	
Optician Sustainment Training	NKO E-Learning	NMETC-OST-3	4 hours	
Water Sanitation Afloat	NKO E-Learning	NMETC-WSA-1.0	1 hour	
FDPMU Orientation Training Course	NKO E-Learning	CFHP-FDPMU-OTC-1.0	5 hours	
Navy Health Promotions Basics Course Level 1	NKO E-Learning	NMHPB081	8 hours	
HRO - 120 Day Survival Kit	NKO E-Learning	NMHRO071	2 hours	
Sexual Assault Prevention and Response Course	NKO E-Learning	NMSAPR071	2 hours	
Operational Medicine 2007	NKO E-Learning	opMED2007	3 hours	
Virtual NH courses by systems	Virtual Naval Hospital			
Enlisted Advancement Program (EAP)	Local Command			

NAVY PROFESSIONAL READING PROGRAM (PRP)

The purpose of the Reading Program is to facilitate the professional and personal development of all Sailors. For additional information on changes, refer to NAVADMIN 309/12 or visit http://navyreading.dodlive.mil/ or http://navy.lib.overdrive.com/ or https://wwwa.nko.navy.mil

ESSENTIAL READING

WARFIGHTING FIRST	**Completed**
1812: The Navy's War *by George C. Daughan*	
Cybersecurity and Cyberwar: What Everyone Needs to Know *by P.W. Singer*	
SEAL of Honor *by Gary Williams*	
Leading with the Heart *by Mike Krzyzewski, Donald T. Phillips, and Grant Hill*	
The Twilight War *by David Crist*	
Wake of the Wahoo *by Forest J. Sterling*	
OPERATE FORWARD	**Completed**
The Crisis of Islam *by Bernard Lewis*	
Execute Against Japan *by LT Joel Holwitt, USN*	
Monsoon *by Robert Kaplan*	
Neptune's Inferno *by James D. Hornfischer*	
Red Star Over the Pacific *by Toshi Yoshihara and James Holmes*	
Fallout *by Catherine Collins and Douglas Frantz*	
BE READY	**Completed**
A Sailor's History of the U.S. Navy *by Thomas Cutler*	
In the Shadow of Greatness *by Joshua Welle, John Ennis, Katherine Kranz and Graham Plaster*	
Navigating the Seven Seas *by Melvin G. Williams, Sr. and Melvin G. Williams, Jr.*	
The Trident: The Forging and Reforging of a Navy SEAL Leader *by Jason Redman and John Bruning*	
Turn the Ship Around *by David Marquet*	
Wired for War *by P.W. Singer*	

Twenty-four additional books are categorized as "recommended reading," and are available as electronic books (e-books). Many can be downloaded at no cost through the Navy general library program site on Navy Knowledge On-line (NKO).

The entire list, with book summaries and additional information is available at http://navyreading.dodlive.mil/

The CNO-PRP has been streamlined to make our Navy's reading program more interactive, affordable, and wherever possible, electronically accessible. To that end: a number of the titles will be available for free at the NKO portal at https://wwwa.nko.navy.mil.

- Click on the reference tab, then e-library audio and e-books tab.
- In order to download books, an "overdrive" account is required. On the top right, click on the overdrive window and follow the prompts.
- Then, not only are the PRP books available, but also hundreds of other items.

Note: Security restrictions preclude downloading via Navy owned computers, so downloading them to personally-owned devices will be required.

E4 RECOMMENDED COMMUNITY READING

Title	Completed
Flags of our Fathers *by James Bradley*	
Doc: Heroic Stories of Medics, Corpsmen, and Surgeons in Combat *by Mark R. Littleton*	
Corpsman Up *by Paul Baviello*	
A Corpsman's Legacy: He continues to Heal Others Through a Daughter He never Knew *by Stephanie Hanson*	
Corpsman Up! *by Charlie 'Doc' Rose*	
Not On My Watch: The 21st Century Combat Medic *by Joshua M. Peters, Joshua R. Fansler*	
On Call In Hell: A Doctor's Iraq War Story *by CDR Richard Jadick*	
A Doctor Looks at War: My Year in Iraq *by Michael C. Hodges*	
Medics at War: Military Medicine from Colonial Times to the 21st Century *by John T. Greenwood, F. Clifton Berry Jr.*	
Medic!: How I Fought World War II *by Morphine, Sulfa, and Iodine Swabs*	
Combat Medic: World war II *by John A. Kerner*	
Lone Survivor: The Eyewitness Account of Operation Redwing and the Lost Heroes of SEAL Team 10 *by Marcus Luttrell*	
My Men Are My Heroes: the Brad Kasal Story *by Nathaniel R. Helms*	
In the Company Of Heroes *by Michael J. Durant*	
Combat Corpsman *by Greg McPartlin*	

Hospital Corpsman
Petty Officer Second Class
(Journeyman)

NAME_____

SKILL TRAINING

(Schools, courses and assignments directly related to occupation)

REQUIRED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Basic	Fort Sam Houston, TX	B-300-0010	96 days	
Dental Assistant (8701)	Fort Sam Houston, TX	B-300-3300	40 days	
HMSB [2]	Local CMD			
ExMed. - Combat related field skills	NKO E-Learning	NMEMCRFS061	8 hours	
ExMed. - Non-Combat related field skills	NKO E-Learning	NMEMNCRFS061	4 hours	
ExMed. - Patient Movement	NKO E-Learning	NMEMPATMOV061	2 hours	
ExMed. - Shipboard Operations	NKO E-Learning	NMEMSHIPOP061	4 hours	
ExMed. - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0	1 hour	
Enlisted Warfare Qualification [1]				

1 - Required if afforded the opportunity
2 - BUMED INSTRUCTION 1510.23D

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	Navy Advancement Center	NAVEDTRA 14295B		
FMTB	FMTB East/West	B-300-0013	54 days	
Prophylactic tech	Local CMD training			
Cold Weather Medicine [1]	NOMI Pensacola	B-300-0036	16 days	
Mountain Medicine [1]	NOMI Pensacola MMED	B-300-0023	18 days	
Surface Force Medical Indoc [1]	Japan, San Diego, Norfolk	B-300-1000	5 days	
MRRS + SAMS [1]	SPAWAR			
Field Management of Chemical & Biological Casualties [1]	Various	6H-F37/300-F31		
Fleet Hospital I & O	Local Fleet Hospital			
DMLSS inventory mgmt [1]	CA/FL/NC/VA/WA Japan/Cuba	NAVMEDLOGCOM non-Cantrac		
Fleet Hospital Field Training	NOMI/NEMTI	B-300-2404	8 days	
AV / Hearing Acuity	EPMU	B-300-0140	5 days	
Transportation of Hazardous Materials [1]	San Diego,CA Norfolk, VA	A-822-0012	2 weeks	
Tactical Combat Casualty Care Provider (TCCCP) Course [2]	Camp Pendleton, CA	B-300-4010	3 days	

1 - Billet specific
2 - BUMED INSTRUCTION 1510.25

NAVY ENLISTED CLASSIFICATION CODE (NEC) OPPORTUNITIES

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
8401 - Search and Rescue Medical Technician; E1-E5	Fort Rucker, Alabama	B-300-0075	110 days	
8402 - Submarine Force Independent Duty Corpsman; E5-E7	Groton, CT	B-300-0001	365 days	
8403 - Fleet Marine Force Reconnaissance Independent Duty Corpsman; E5-E7	Ft. Bragg, NC	B-300-2403	138 days	
8404 - Field Medical Service Technician; E1-E9	Camp Lejeune, NC / Camp Pendleton, CA	B-300-0013	54 days	
8406 - Aerospace Medical Technician	Pensacola, FL	B-300-0017	68 days	
8407 - Radiation Health Technician; E1-E6	Groton, CT	B-322-0010	68 days	
8408 - Cardiovascular Technician (Phase 1) / (Phase 2); E4-E5	Ft. Sam Houston, TX (PH1) San Diego, CA (PH2)	B-300-0118 / B-300-0218	138 days (PH1) / 236 days (PH2)	
8409 - Aerospace Physiology Technician; E4-E6	Pensacola, FL	B-305-0011	33 days	
8410 - Bio-Medical Equipment Technician; E1-E5	Ft. Sam Houston, TX	B-326-1000	376 days	
8416 - Nuclear Medicine Technologist (Phase 1) / (Phase 2); E4-E6 (Phase 1) / E4-E7 (Phase 2)	Ft. Sam Houston, TX (PH1) San Diego, CA or Portsmouth, VA (PH2)	B-311-0015 / B-311-0016	141 days (PH1) / 225 days (PH2)	
8425 - Surface Force Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0019	348 days	
8427 - Fleet Marine Force Reconnaissance Corpsman; E1-E5	Ft. Bragg, NC	B-300-0011	250 days	
8432 - Preventive Medicine Technician; E1-E6	Ft. Sam Houston, TX	B-322-0012	164 days	
8434 - Hemodialysis Technician; E4-E6	Portsmouth, VA	B-311-0123	96 days	
8452 - Advanced X Ray Technician (Phase 1) / (Phase 2); E1-E4	Ft. Sam Houston, TX (PH1) Ft. Sam Houston, TX, Portsmouth, VA, or San Diego, CA (PH2)	B-313-0126 / B-313-0226	145 days (PH1) / 208 days (PH2)	
8454 - Electroneurodiagnostic Technologist; E1-E4	Ft. Sam Houston, TX	B-300-0043	185 days	
8463 - Optician; E2-E5	Yorktown, VA	B-311-0023	164 days	
8466 - Physical Therapy Technician; E1-E4	Ft. Sam Houston, TX	B-303-0150	173 days	
8467 - Occupational Therapy Assistant; E4-E6	Ft. Sam Houston, TX	B-303-0152	229 days	
8482 - Pharmacy Technician; E1-E5	Ft. Sam Houston, TX	B-312-0025	159 days	
8483 - Surgical Technologist; E1-E4	Ft. Sam Houston, TX	B-301-0033	184 days	
8446 - Otolaryngology (ENT); E3-E6	OJT			
8485 - Psychiatry Technician; E1-E4	Ft. Sam Houston, TX	B-302-0046	102 days	
8486 - Urology Technician; E1-E4	Ft. Sam Houston, TX	B-300-0025	107 days	
8489 - Orthopedic Technician; E1-E5	Ft. Sam Houston, TX	B-300-0141	82 days	
8493 - Medical Deep Sea Diving Technician; E1-E6	Panama City, FL	A-433-0020	123 days	
8494 - Deep Sea Diving Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0022	348 days	
8496 - Mortician; E3-E7	N/A	State License		
8503 - Histopathology Technician; E3-E6	Ft. Sam Houston, TX	B-311-0039	250 days	
8506 - Medical Laboratory Technician, Advanced (Phase 1) / (Phase 2); E1-E5	Ft. Sam Houston, TX (PH1) Ft. Sam Houston, TX, Porstmouth, VA, or San Diego, CA (PH2)	B-311-0018 / B-311-2018	180 days (PH1) / 187 days (PH2)	
8541 - Respiratory Therapy Technician; E1-E5	Ft. Sam Houston, TX	B-300-0423	228 days	
8701 - Dental Assistant; E1-E3	Fort Sam Houston, TX	B-300-3300	40 days	
8702 - Advanced Dental Assistant; E1-E5 [1]	San Diego, CA	B-330-1011	145 days	
8708 - Dental Hygienist; (with less than 12yrs TIS) E3-E6	Pensacola, FL or Jacksonville, NC	B-330-0038	730 days	
8752 - Dental Laboratory Technician, Basic; E1-E4	Ft. Sam Houston, TX	B-331-0016	166 days	
8753 - Dental Laboratory Technician, Advanced; E4-E6	Ft. Sam Houston, TX	B-331-0017	234 days	
8765 - Dental Laboratory Technician, Maxillofacial; E4-E7	Bethesda, MD	B-331-0018	166 days	
9502 - Navy Instructor Training Course (NITC)	Various Locations	A-012-0077	19 days	
9588 - Command Career Counselor Course; E-6	Norfolk, VA / San Diego, CA	A-501-0011	26 days	

Note: Many NEC's have prerequisites to apply. Some schools will waiver pay grade restrictions on a case by case basis. Some Schools accept "pipeline" students

directly from Hospital Corpsman Basic. School details can be found on the CANTRAC. Some NEC's are dropped after being advanced to E7/8/9. Be sure to discuss your intentions with your CCC and COC.
1 - This NEC is only attainable through accession. See your local recruiter or CCC.

JOB DESCRIPTION

Hosptial Corpsman (HM) in paygrade E5 (Hospital Corpsman Second Class/HM2), able to perform the duties required for HM3; assists in command medical readiness, health and safety inspection, relationship building, and staff management. Specific tasks include screening active duty medical records and data for overseas and sea duty assignment suitability; updating medical and dental readiness reports; determining medical workspace problems to prevent adverse results; ordering medical supplies and equipment; advising medical or dental facilities of requirements for appointments including specialty consults, x-rays, and laboratory work; coordinating training for medical personnel and first responder crew; conducting trauma training to match field or fleet requirements; and operating shipboard battle dressing or battalion aid stations.

RECOMMENDED BILLET ASSIGNMENTS

As a member of the Navy's largest rating, Hospital Corpsman (HM), you are exposed to a wide range of diverse training and Navy Enlisted Classification (NEC) opportunities. Whether stationed at a deployable unit or Medical Treatment Facility (MTF), you have opportunities to perform a significant role as part of a larger team. Regardless of duty station, you are expected to be relied upon more by junior personnel acting as both mentor and trainer, while simultaneously being held to a higher standard of technical expertise by seniors. If an Enlisted Warfare designation has not yet been earned, every effort should be made to choose orders that will provide the greatest opportunity to qualify for a warfare device. As a Second Class, now is the time to take advantage of the broad opportunities that exist and seek challenging and diverse assignments that maintain your sea/shore rotation while also developing your leadership skills and abilities. Challenging sea rotations include shipboard duty, Fleet Marine Force, Seabees, Fleet Surgical Teams, and various Navy Expeditionary Combat Command duties. Demanding Shore duty rotational billets include instructor duty, Major Medical Treatment Facilities, Inspector & Instructor (I&I) duty recruiting duty, special programs and various overseas assignments.

PERSONAL AND PROFESSIONAL DEVELOPMENT (Completed at reporting 30 day Career Development Board)

Command Address: _____ QD Phone Number: _____

_____

Division Officer: _____ Phone Number: _____

Leading Chief Petty Officer: _____ Phone Number: _____

Leading Petty Officer: _____ Phone Number: _____

Sponsor/Mentor: _____ Phone Number: _____

Depart/Division Career Counselor: _____ Phone Number: _____

ADSD: _____ REPORT DATE: _____ EAOS: _____ PRD: _____ SEA / SHORE: _____/____
PAYGRADE E5 (3 Years time in service required to be eligible for advancement to E-6)

Date Advanced: _____ Eligible Advancement Date: _____ Number of times up: _____ HYT Date: _____

Security Clearance Level: _____ Date Last updated: _____ Command INDOC complete: _____

CAREER DEVELOPMENT BOARDS: Use OPNAVINST 1040.11(ser) & Career Counselor Handbook NAVPERS 15878
(E5) Reason for Convening/Discussion Items: (Upon completion update (CIMS) Career Information Management System)

Reporting (within 30 days for active duty or three drill weekends for SELRES) (Date Conducted): _____

6 Month: _____ 12 Month: _____ 24 Month: _____36 Month: _____48 Month: _____

60 Month: _____ Special Program: _____ Member Request: _____

HYT 24 months (Date): _____ HYT 12 months (Date): _____ HYT Waiver Date: _____Approve/Disapprove

Career Waypoint 15 months to EAOS: _____ Career Waypoint not approved: _____ CMS/ID 13 months to PRD: _____

Rating Conversion: _____ Navy Formal Training Schools Request ("A"/"C"etc): _____

Transfer: _____ Early Separation: _____ Career Status Bonus (election message received):_____

Physical Fitness Test Failure: _____

Advancement Center: Visit NKO Navy Advancement page located under the Career Management Tab
(Items to collect/discuss: Bibliography for Advancement, Enlisted Advancement Exam Strategy Guide, Profile Sheets)

Pass Not Advanced (PNA) 3 times: _____ Standard Score 40 or less/failed: _____

Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series):

Commissioning Programs Applications: _____ (prior to submission, command endorsement):_____

Naval Academy _____ Naval Academy Preparatory School (NAPS) _____

Officer Candidate School _____ Seaman to Admiral 21 (STA-21) _____

Medical Enlisted Commissioning Program (MECP) _____ Medical Service Corps In-service Procurement _____

Navy Leader Planning Guide: Log on to NKO and select the Leadership Tab to access this guide.

RECORD REVIEW CHECKLIST

Review your Official Record to see what documentation, qualifications, etc. may be missing or requiring an update. This is a great opportunity to meet with your Mentor, Leading Petty Officer or Leading Chief Petty Officer to understand the importance of keeping your record up-to-date. Check the following three major sections to verify your Official Record:

a. **BUPERS Online**: BUPERS Online (https://www.bol.navy.mil) is your main tool to ensure your record is up to date and helps you to be proactive in making the most of your promotion opportunity. You should review your:

   1. **Official Military Personnel File (OMPF)**: All active duty and reserve personnel having a BOL account, a CAC (with appropriate certificates) and a CAC-enabled computer can now view their OMPF online by selecting the OMPF option on the BOL main menu page. This is the preferred method of obtaining OMPF information to eliminate the unnecessary time-lags caused by waiting days or weeks to receive a requested CD ROM.

   2. **If Deployed:** Click on "*Request Record on CD*" to order your Official Military Personnel File (OMPF). This must be accomplished four to six months before a board convenes, which will allow time for delivery and updating of your record if required.

   3. Check your **Performance Summary Record (PSR)** and **Enlisted Summary Record (ESR)** on https://www.bol.navy.mil, click on the "*ODC, OSR, PSR, ESR*" link.

b. **Electronic Service Record (ESR)** Self-Service ESR: This can be viewed at (https://nsips.nmci.navy.mil) or on the Navy Standard Integrated Personnel System (NSIPS) ESR server onboard ship.

c. **Electronic Training Jacket (ETJ)**: Log-on to Navy Knowledge Online (NKO) and review your entire ETJ making sure that each section is correct. If not, clicking on "*Data Problems*" at the bottom of each page which will guide you on how to make corrections or updates.

d. **US Navy Awards website**: Log onto (https://awards.navy.mil/) to review any awards you may qualify for but were unaware of.

QUALIFICATIONS AND CERTIFICATIONS

Sea/Shore General Qualifications Watch Standing Qualifications	Report Date	Completion Date (If qualification is not required place N/A in this Block)
Ship Board Fire Fighting		
Aviation Fire Fighting		
Basic Damage Control		
Advanced Damage Control		
3M 301 Maintenance Person		
3M 302 Repair Parts/Supply Petty Officer (RPPO)		
3M 303 Work Center Supervisor (WCS)		
3M 305 Departmental Maintenance and Material Management (3M) Assistant		
DC 301 Basic Damage Control (DC) Communications		
DC 302 Basic First-Aid		
DC 303 Basic Firefighting		
DC 304 Fire Watch Stander		
DC 305 Basic Chemical, Biological, and Radiological (CBR) Defense		
DC 306 Basic Damage Control (DC)		
DC 307 Advanced Damage Control (DC)		
DC 309 Advanced Chemical, Biological, and Radiological (CBR) Defense Person		
DC 310 Advanced First-Aid/Stretcher Bearer		
Medical Training Team (MTT) Trainer/Evaluator		
Messenger of the Watch (MOOW)		
Petty Officer of the Watch (POOW)		
Flight Deck Observer (required for AW qualification)		
Personal Qualifications Standard		

Mandatory warfare qualification for enlisted Sailors assigned to designated warfare qualifying commands:

Warfare qualification programs	Report Date	Completion Date (If qualification is not required place N/A in this Block)
Aviation Warfare Specialist		
Expeditionary Warfare Specialist		
Fleet Marine Forces		
Information Dominance Warfare Specialist		
SEABEE Combat Warfare		
Special Warfare Combatant-Craft Crewman		
Submarine Specialist [1]		
Surface Warfare Specialist		

1 - Required if afforded the opportunity

Rate Specific/Department Qualifications (Add)	Report Date	Completion Date (If qualification is not required place N/A in this Block)
Medical Department JQR/PQS		

CERTIFICATIONS

The following post military occupations are similar to the HM-Hospital Corpsman Rating. For more information about these occupations, visit NAVY COOL at https://www.cool.navy.mil/usn/.

Occupation (Civilian Employer)
Anesthesiologist Assistants
Audio and Video Equipment Technicians
Camera and Photographic Equipment Repairers
Camera Operators, Television, Video, and Motion Picture
Cardiovascular Technologists and Technicians
Commercial Divers
Dental Assistants
Dental Hygienists
Dental Laboratory Technicians
Embalmers
Emergency Medical Technicians and Paramedics
Environmental Science and Protection Technicians, Including Health
Film and Video Editors
Funeral Attendants
Funeral Service Managers
Health Educators
Histotechnologists and Histologic Technicians
Licensed Practical and Licensed Vocational Nurses
Medical and Clinical Laboratory Technicians
Medical and Clinical Laboratory Technologists
Medical and Health Services Managers
Medical Assistants
Medical Equipment Preparers
Medical Equipment Repairers
Medical Records and Health Information Technicians
Morticians, Undertakers, and Funeral Directors
Neurodiagnostic Technologists
Nuclear Equipment Operation Technicians
Nuclear Medicine Technologists
Nursing Assistants
Occupational Health and Safety Specialists
Occupational Health and Safety Technicians
Occupational Therapy Aides
Occupational Therapy Assistants
Ophthalmic Medical Technicians
Opticians, Dispensing
Orderlies
Pharmacy Aides
Pharmacy Technicians
Phlebotomists
Photographic Process Workers and Processing Machine Operators
Physical Therapist Aides
Physical Therapist Assistants
Physician Assistants
Psychiatric Technicians
Radiation Therapists
Radiologic Technicians
Radiologic Technologists
Recreation and Fitness Studies Teachers, Postsecondary
Respiratory Therapy Technicians
Self-Enrichment Education Teachers
Skincare Specialists
Surgical Assistants
Surgical Technologists

Occupation (Federal Employer)
0018 - Safety and Occupational Health Management Series
0101 - Social Science Series
0102 - Social Science Aid and Technician Series
0180 - Psychology Series
0181 - Psychology Aid and Technician Series
0405 - Pharmacology Series
0601 - General Health Science Series
0603 - Physician Assistant Series
0610 - Nurse Series
0621 - Nursing Assistant Series
0622 - Medical Supply Aide and Technician Series
0625 - Autopsy Assistant Series
0630 - Dietitian and Nutritionist Series
0631 - Occupational Therapist Series
0633 - Physical Therapist Series
0635 - Kinesiotherapy Series
0636 - Rehabilitation Therapy Assistant Series
0638 - Recreation/Creative Arts Therapist Series
0639 - Educational Therapist Series
0640 - Health Aid and Technician Series
0642 - Nuclear Medicine Technician Series
0644 - Medical Technologist Series
0645 - Medical Technician Series
0646 - Pathology Technician Series
0647 - Diagnostic Radiologic Technologist Series
0648 - Therapeutic Radiologic Technologist Series
0650 - Medical Technical Assistant Series
0651 - Respiratory Therapist Series
0661 - Pharmacy Technician Series
0667 - Orthotist and Prosthetist Series
0668 - Podiatrist Series
0669 - Medical Records Administration Series
0670 - Health System Administration Series
0671 - Health System Specialist Series
0675 - Medical Records Technician Series
0679 - Medical Support Assistance Series
0680 - Dental Officer Series
0681 - Dental Assistant Series
0682 - Dental Hygiene Series
0683 - Dental Laboratory Aid and Technician Series
0685 - Public Health Program Specialist Series
0690 - Industrial Hygiene Series
3511 - Laboratory Working

Navy COOL: The following certifications and licenses are applicable to the HM-Hospital Corpsman rating. *They may require additional education, training or experience.*

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Academy of Professional Coders (AAPC)	Certified Professional Coder (CPC)	
E5	American Association of Bioanalysts (AAB)	Medical Technologist- Generalist (MT(AAB))	
E3	American Association of Electrodiagnostic Technologists (AAET)	Registered Nerve Conduction Study Technologist (R.NCS.T.)	
E3	American Association of Medical Assistants (AAMA)	Certified Medical Assistant (CMA)	
E3	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 1	
E4	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 2	
E5	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 3	
E5	American Board for Certification in Homeland Security (ABCHS)	Certified in Homeland Security Level V (CHS-V)	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	Contact Lens Registry Examination - NCLE- Basic	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	National Opticianry Competency Examination - ABO Basic	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Electroencephalographic Technologist (R. EEG T.)	
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Evoked Potential Technician (R.EP T.)	
E5	American Board of Wound Management (ABWM)	Certified Wound Care Associate (CWCA)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Clinical Exercise Physiologist (ACSM CEP)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Exercise Physiologist (ACSM EP-C)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Personal Trainer (CPT)	
E5	American College of Sports Medicine (ACSM)	ACSM Registered Clinical Exercise Physiologist	
E5	American Correctional Association (ACA)	Certified Corrections Nurse (CCN)	
E5	American Correctional Association (ACA)	Certified Corrections Nurse Manager (CCN/M)	
E3	American Education Certification Association	Certified Clinical Medical Assistant Specialist (CCMAS)	
E3	American Education Certification Association	Certified Computer Skills Specialist (CCSS)	
E3	American Education Certification Association	Certified EKG/Electrocardiogram Technician (Clinical)	
E4	American Education Certification Association	Certified Electronic Health Record Professional (CEHRP)	
E3	American Education Certification Association	Certified Medical Administrative Assistant /Office Specialist	
E3	American Education Certification Association	Certified Medical Billing & Coding	
E3	American Education Certification Association	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	American Education Certification Association	Certified Personal Trainer Specialist	
E3	American Education Certification Association	Certified Phlebotomy Technician (Clinical)	
E4	American Education Certification Association	Certified Rehabilitation Exercise Specialist	
E5	American Education Certification Association	Certified Rehabilitation Therapy Assistant	
E3	American Education Certification Association	Certified Rehabilitation Therapy Technician	
E3	American Education Certification Association	Certified Restorative Care Assistant / Specialist	
E3	American Education Certification Association	Certified Strength & Conditioning Rehabilitation Specialist	
E5	American Health Information Management Association (AHIMA)	Certified Coding Associate (CCA)	
E6	American Health Information Management Association (AHIMA)	Certified Coding Specialist (CCS)	
E3	American Medical Certification Association (AMCA)	Clinical Medical Assistant Certification (CMAC)	
E5	American Medical Certification Association (AMCA)	Nursing Assistant Certification	
E4	American Medical Technologists (AMT)	Certified Medical Administrative Specialist (CMAS)	
E4	American Medical Technologists (AMT)	Certified Medical Laboratory Assistant (CMLA)	
E3	American Medical Technologists (AMT)	Medical Laboratory Technician (MLT)	
E3	American Medical Technologists (AMT)	Registered Dental Assistant (RDA)	
E3	American Medical Technologists (AMT)	Registered Medical Assistant (RMA)	
E3	American Medical Technologists (AMT)	Registered Phlebotomy Technician (RPT)	
E3	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric (CPO)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Assistant (CPOA)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Technician (CPOT)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Adult Echocardiography) (RDCS-AE)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Pediatric Echocardiography) (RDCS-PE)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Abdomen) (RDMS-AB)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Obstetrics and Gynecology) (RDMS-OB/GYN)	
E4	American Registry of Radiologic Technologists (ARRT)	Computed Tomography (CT)	
E4	American Registry of Radiologic Technologists (ARRT)	Fluoroscopy Exam	
E6	American Registry of Radiologic Technologists (ARRT)	Mammography	
E4	American Registry of Radiologic Technologists (ARRT)	Nuclear Medicine Technology (R.T.(N))	
E4	American Registry of Radiologic Technologists (ARRT)	Quality Management (QM)	
E4	American Registry of Radiologic Technologists (ARRT)	Radiation Therapy (R.T.(T))	
E4	American Registry of Radiologic Technologists (ARRT)	Radiography (R.T.(R))	
E4	American Registry of Radiologic Technologists (ARRT)	Registered Radiologist Assistant (R.R.A.)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Registry of Radiologic Technologists (ARRT)	Sonography	
E4	American Society for Clinical Pathology (ASCP)	Histotechnician, HT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Histotechnologist, HTL(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Medical Laboratory Technician, MLT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Phlebotomy Technician, PBT(ASCP)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray (IRSSP-X-Ray)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray and RAM (IRSSP-Combo)	
E5	American Society for Quality (ASQ)	Pharmaceutical GMP Professional	
E6	Association for Medical Imaging Management (AHRA)	Certified Radiology Administrator (CRA)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Biomedical Equipment Technician (CBET)	
E6	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Healthcare Technology Manager (CHTM)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Laboratory Equipment Specialist (CLES)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Radiology Equipment Specialist (CRES)	
E3	Association of Diving Contractors International (ADCI)	Air Diver	
E3	Association of Diving Contractors International (ADCI)	Entry Level Tender/Diver	
E5	Board of Certified Safety Professionals (BCSP)	Associate Safety Professional (ASP)	
E3	Board of Certified Safety Professionals (BCSP)	Certified Environmental, Safety & Health Trainer (CET)	
E5	Board of Certified Safety Professionals (BCSP)	Certified Safety Professional (CSP)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Nurse (CHN)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Technician (CHT)	
E4	Board of Registered Polysomnographic Technologists (BRPT)	Registered Polysomnographic Technologist (RPSGT)	
E4	Cardiovascular Credentialing International (CCI)	Certified Cardiographic Technician (CCT)	
E3	Cardiovascular Credentialing International (CCI)	Certified Rhythm Analysis Technician (CRAT)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Electrophysiology Specialist (RCES)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Sonographer (RCS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiovascular Invasive Specialist (RCIS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Vascular Specialist (RVS)	
E5	Certification Board for Radiology Practitioner Assistants	Radiology Practitioner Assistant	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Flexible Endoscope Reprocessor (CFER)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Surgical Instrument Specialist (CSIS)	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Technician (CSPDT)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing Management (CSPM)	
E4	Certification Board for Urologic Nurses and Associates (CBUNA)	Certified Urologic Associate (CUA)	
E3	Computing Technology Industry Association (CompTIA)	CompTIA Certified Technical Trainer (CTT+)	
E3	Council for Accreditation in Occupational Hearing Conservation (CAOHC)	Occupational Hearing Conservationist (OHC)	
E3	Dental Assisting National Board (DANB)	Certified Dental Assistant (CDA)	
E3	Dental Assisting National Board (DANB)	Certified Preventive Functions Dental Assistant (CPFDA)	
E3	Dental Assisting National Board (DANB)	Certified Restorative Functions Dental Assistant (CRFDA)	
E3	Dental Assisting National Board (DANB)	National Entry Level Dental Assistant (NELDA)	
E4	Electronics Technicians Association, International (ETA-I)	Associate Electronics Technician (CETa)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Electronics Technician (BMD)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Imaging Electronics Technician (BIET)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate AC (EM2)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate Analog (EM3)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Comprehensive (EM5)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate DC (EM1)	
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Digital (EM4)	
E6	Federation of State Boards of Physical Therapy (FSBPT)	National Physical Therapist Assistant Examination (NPTAE)	
E6	Institute for Safety and Health Management (ISHM)	Certified Safety and Health Manager (CSHM)	
E4	International Association of Healthcare Central Service Materiel Management (IAHCSMM)	Certified Registered Central Service Technician (CRCST)	
E6	International Board for Certification of Safety Managers	Certified Emergency Disaster Professional (CEDP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Emergency Professional (CHEP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Safety Professional (CHSP)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Environmental Services (CHS-EVS)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Long Term Care (CHS-LTC)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Cardiac Device Specialist for the Allied Professional (CCDS)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Electrophysiology Specialist for the Allied Professional (CEPS)	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Associate-Level	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Journeyman-Level - Medical	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Assistant (COA)	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Technician (COT)	
E5	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Ophthalmic Surgical Assistant (OSA)	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Examination - Part I	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Hygiene Exam (NBDHE)	
E3	Medical Dosimetrist Certification Board (MDCB)	Certified Medical Dosimetrist	
E5	National Association for Fitness Certification (NAFC)	NAFC Personal Training	
E3	National Asthma Educator Certification Board (NAECB)	Certified Asthma Educator (AE-C)	
E3	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Ceramics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Complete Dentures	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Crown and Bridge	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Implants	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Orthodontics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Partial Dentures	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Certified Occupational Therapy Assistant (COTA)	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Occupational Therapist Registered (OTR)	
E3	National Board for Certification of Orthopaedic Technologists (NBCOT)	Orthopaedic Technologist - Certified (OTC)	
E3	National Board for Respiratory Care (NBRC)	Adult Critical Care Specialty Examination (ACCS)	
E3	National Board for Respiratory Care (NBRC)	Certified Pulmonary Function Technologist (CPFT)	
E3	National Board for Respiratory Care (NBRC)	Certified Respiratory Therapist (CRT)	
E4	National Board for Respiratory Care (NBRC)	Neonatal/Pediatric Respiratory Care Specialist (CRT-NPS RRT-NPS)	
E3	National Board for Respiratory Care (NBRC)	Registered Respiratory Therapist (RRT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Certified Hyperbaric Technologist (CHT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Diving Medical Technician (DMT)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	National Board of Surgical Technology and Surgical Assisting (NBSTSA)	Certified Surgical Technologist (CST)	
E3	National Center for Competency Testing (NCCT)	Medical Assistant (NCMA)	
E3	National Center for Competency Testing (NCCT)	Medical Office Assistant (NCMOA)	
E3	National Center for Competency Testing (NCCT)	National Certified ECG Technician (NCET)	
E3	National Center for Competency Testing (NCCT)	National Certified Insurance and Coding Specialist (NCICS)	
E3	National Center for Competency Testing (NCCT)	National Certified Patient Care Technician (NCPCT)	
E3	National Center for Competency Testing (NCCT)	National Certified Phlebotomy Technician (NCPT)	
E3	National Center for Competency Testing (NCCT)	Tech in Surgery - Certified TS-C (NCCT)	
E3	National Commission for the Certification of Surgical Assistants (NCCSA)	Certified Surgical Assistant (CSA)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN)	
E6	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Registered Nurses (NCLEX-RN)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Nurse Aide Assessment Program (NNAAP)	
E3	National Environmental Health Association (NEHA)	Certified Professional - Food Safety (CP-FS)	
E3	National Environmental Health Association (NEHA)	Healthy Homes Specialist (HHS)	
E3	National Environmental Health Association (NEHA)	Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS)	
E5	National Exercise Trainers Association (NETA)	Certified Group Exercise Instructor	
E4	National Healthcareer Association (NHA)	Certified Billing and Coding Specialist (CBCS)	
E3	National Healthcareer Association (NHA)	Certified Clinical Medical Assistant (CCMA)	
E3	National Healthcareer Association (NHA)	Certified EKG Technician (CET)	
E4	National Healthcareer Association (NHA)	Certified Electronic Health Record Specialist (CEHRS)	
E3	National Healthcareer Association (NHA)	Certified Medical Administrative Assistant (CMAA)	
E3	National Healthcareer Association (NHA)	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	National Healthcareer Association (NHA)	NHA-Certified Pharmacy Technician (NHA-CPhT)	
E3	National Healthcareer Association (NHA)	NHA-Certified Phlebotomy Technician (NHA-CPT)	
E3	National Phlebotomy Association (NPA)	Certified Phlebotomist Technologist (CPT)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Responder (EMR)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Technician (EMT)	
E4	National Registry of Emergency Medical Technicians (NREMT)	National Registered Paramedic (NRP)	
E4	National Registry of Radiation Protection Technologists	Registered Radiation Protection Technologist (RRPT)	
E4	Nephrology Nursing Certification Commission (NNCB)	Certified Clinical Hemodialysis Technician (CCHT)	
E4	Nuclear Medicine Technology Certification Board (NMTCB)	Nuclear Medicine Technologist (NMT)	
E3	Pharmacy Technician Certification Board (PTCB)	PTCB-Certified Pharmacy Technician (PTCB-CPhT)	
E5	PTA Global	Certified Personal Trainer (CPT)	
E4	Radiology Coding Certification Board (RCCB)	Radiology Certified Coder	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Educator (CHSE)	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Operations Specialists (CHSOS)	
E5	The American Society of Anesthesia Technologists and Technicians	ASATT Technologist Certification (Cer.A.T.T)	
E5	World Safety Organization (WSO)	Certified Safety Specialist (WSO-CSS)	
E5	World Safety Organization (WSO)	Certified Safety Technician (WSO-CST)	

Visit Navy COOL at https://www.cool.navy.mil/usn/ for additional Credentials that you may qualify to earn; however funding may be limited to your GI Bill.

UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM (USMAP):

Rank	Apprenticeship	Date Completed
E1 - E9	Computer Operator	
E1 - E9	Dental Assistant (Medical Service)	
E1 - E9	Dental-Equipment Installer And Servicer (Wholesale Trade)	
E1 - E9	Dental-Laboratory Technician (Protective Devices)	
E1 - E9	Electromedical Equipment Repairer (Any Industry)	
E1 - E9	Electronics Tester	
E1 - E9	Emergency Medical Technician	
E1 - E9	Medical Laboratory Technician (Medical Service)	
E1 - E9	Medical Secretary (Medical Service)	
E1 - E9	Nurse Assistant (Medical Service)	
E1 - E9	Paramedic (Medical Service)	
E1 - E9	Pharmacist Assistant (Military Service)	

Visit USMAP https://usmap.netc.navy.mil/usmapss/static/index.htm for additional information.

STAY NAVY

REENLIST / EXTEND: Request Chit/Form: _____ Career Waypoints-Reenlistment Approval: _____

Selective Training and Reenlistment (STAR): _____ Guaranteed Assignment in Detailing (GUARD 2000): _____

School as a Reenlistment Incentive: _____ Prior Service Reenlistment Eligibility - Reserve (PRISE-R):_____

Career Management System/Interactive Detailing (CMS/ID): _____

Medical/Dental Screening: _____ Command Recommendation (evaluation): _____ Bonus: _____ Ceremony: _____

Career Waypoints-Reenlistment:

The Command Career Counselor is your local advocate to assist you with the Career Waypoints application process.

- E3-E6 Sailors with less than 14 years of service must submit a Career Waypoint application, regardless of reenlistment intentions. Sailors who do not desire to reenlist will submit an "intends to separate" application. Sailors not eligible for reenlistment will submit a "not eligible" application.
- The Career Waypoints system automatically generates most of the applications needed by Sailors. Applications must be submitted no later than 13 months prior to expiration of active obligated service (EAOS) or as extended (SEAOS). Sailors with less than 24 months of contract time remaining at their projected rotation date (PRD) will submit an application 12 months prior to their PRD. In either case, the Career Waypoints system will automatically generate applications for Sailors 15 months prior to either timeframe. Applications required outside of the established C-Way gates can be submitted as Special Circumstance applications. Examples of when these may be needed include OBLISERVE for special duty, decommissioning or homeport shift.
- The C-Way 3-2-1 Process aligns career decisions with the detailing process. Soft End of Active Obligated Service (SEAOS)/End of Active Obligated Service (EAOS) applications are created by C-Way at the 15 month from SEAOS/EAOS mark and must be submitted by the Command Career Counselor at the 13 month mark. This provides time for the Career Counselor to validate the Sailor's information and to ascertain the Sailors career intentions. The first C-Way review gate occurs from 13 to 10 months from SEAOS/EAOS with career choice options of in-rate, conversion, and Selected Reserve. The second review gate occurs from 9 to 7 months from SEAOS/EAOS with career choice options of conversion and Selected Reserve. From 6 months to 3 months to SEAOS/EAOS the Sailor can only choose Selected Reserve affiliation.
- Monthly reenlistment quotas are limited and must be reserved for our best and brightest Sailors who desire to Stay Navy.
  Sailors must choose one of the following based on their desires and qualifications:
  - Reenlist-in-Rate,
  - Reenlist-in-rate, Willing to Convert
  - Convert only
  - SELRES option
  - Intend to separate
  - Not eligible

In February 2014, C-Way delivered auto-approval capabilities to provide reenlistment decisions on SEAOS/EAOS applications more quickly for eligible ratings. This changed the monthly processing of reenlistment applications as described below.

- If you are in an, "open" rating or a "balanced" rating in an undermanned year group or an E-6, you are eligible for reenlistment, and your application is submitted with correct data it will be auto-approved and returned immediately, and you can reenlist.
- If you are in a "competitive" rating or a balanced rating but not an undermanned year group, then your application will be processed through the monthly Rack and Stack process. Applications submitted in one month are processed in Rack and Stack the following month.
- For Nuclear ratings, all applications are reviewed by enlisted community managers on an ongoing basis throughout the processing month.
- If required data is missing (evaluations, Physical Fitness Assessment (PFA) data, security clearance etc.) the application will be denied with a note to your career counselor regarding what needs to be fixed. It is critical the Command Career Counselor reviews these notes to ensure Sailor's are not disadvantaged in their opportunities for retention.

- Upon completion of the monthly process, Career Waypoints results will be available to command users via the Monthly report section of the Career Waypoints system.
- Additional guidance MILPERSMAN 1440-060, NAVADMIN 149/13, NAVADMIN 150/13, and your Career Counselor

TRANSFER:

15 Months	12 Months	9 Months	6 Months	Orders Received
Career Waypoint____	Career Waypoint____	Career Waypoint____	Accept Orders_____	Screening_____
Exception Family Member___	EFM_____	CMS/ID_____	Reverse Sponsor_____	Obligate_____
CMS/ID_____	CMS/ID_____	SRB_____	Relocation (FFSC) ____	Bonus_____
Continuous Overseas Tours (COT) _____			Medical/Dental_____	
Overseas Tour Extension Incentive Program (OTEIP) _____			SRB_____	

For additional assistance in transfer and relocation, go to the Military HOMEFRONT website: http://www.public.navy.mil/bupers-npc/Pages/default.aspx and visit your Fleet and Family Support Center on base.

SEPARATING/RETIRE:

18 -12 months	6 months	90 days	30 days
Transition GPS _____	MED/DEN _____	Copy of Records_____	Copy of Records _____
Complete DD2648PSD_____	Relocation _____	Microfiche CD_____	PSD_____
Transition Planning_____	Relocation Services (FFSC) _____	Arrange Ceremony_____	MED/DEN _____
	Reserve Affiliation_____	Request Leave / PTDY _____	
	VA/DVA_____		

PHYSICAL FITNESS:

Participate in a year-round physical fitness program to meet Navy fitness and BCA standards. Review and verify accuracy of PFA data in PRIMS within 60 days of the PFA cycle. (PRIMS is accessible through your BUPERS Online Account)

Height_____ Weight_____ If Required (Neck_____ Waist_____ Hips (Female) _____ BCA _____)

Last 2 PRT Cycles: Curl-ups_____/_____ Push-ups_____/_____ Run/Swim/Cardio_____/____ Overall Score_____/_____

List date (if) any PRT/BCA failure(s) over the last 5 years _____/_____ List if any Medical Waiver(s)_____/_____

For more information on Navy Fitness, visit: http://www.navyfitness.org/

PROFESSIONAL MILITARY EDUCATION

(Resident and non-resident coursework designed to enhance a Sailor's general military professional knowledge and abilities)

EDUCATION: (Prior to considering any pursuit of off duty education or program enrollment VISIT YOUR NAVY COLLEGE OFFICE or call the Virtual Education Center (VEC)!!!)

Education Plan Completed (Navy College Office/VEC _____Current Education Level_____

Degree Goal_____
Various distance learning degree options are available using, Sailor and Marine Online Academic Advisor (SMOLAA)

Goal: Date: AA/AS _____ BA/BS _____ Master _____
(Credits to earn a degree - AA/AS: 60 SH/90 QH, BA/BS: 120 SH/180, QH, Master /Doctorate: Variable based on program)

Number of current credits _____ American Council on Education (ACE) recommended credits_____

SOC DNS Agreement _____ Joint Service Transcripts (JST) _____ HS Transcripts_____ College Transcripts_____

Date Degree Obtained: AA/AS _____ BA/BS _____ Master _____ Doctorate _____

For entry into JST, send official transcripts to:
Naval Education and Training Professional Development and Technology Center
Attn: JST Operation Center N615
6490 Saufley Field Road
Pensacola, FL 32509
Phone: 1-877-838-1659
Comm: 757-492-4684
FAX: 757-492-5095
DSN: 492-4684
Email: VEC@navy.mil

VOLUNTARY EDUCATION (Study guides and exam preparations and practice test located on NKO)

Academic skills _____ NCPACE _____CLEP _____DSST _____TA _____MGIB _____Post 9/11 GIB_____

E5 REQUIRED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Petty Officer First Class Selectee Leadership Course - Phase One	Command Delivered	CPPD-LEAD09-003	16 hours	
Petty Officer First Class Selectee Leadership Course - Phase Two (Frocked E-6)	Command Delivered	CPPD-LEAD09-003		
ADAMS for Supervisors	Various Locations	S-501-0120	8 hours	
Ethics Training	Command Delivered			
Required General Military Training Topics For FY 2016 (Standardized Core Training) [1]				
Antiterrorism Level I Awareness	NKO/Command Delivered	CENSECFOR-AT-010-1.0		
Combating Trafficking in Persons General Awareness	NKO/Command Delivered	DOD-CTIP-1.0		
Counterintelligence Awareness and Reporting	NKO/Command Delivered	DOD-CIAR-1.0		
Cyber Awareness Challenge V3	NKO/Command Delivered	DOD-IAA-V13.0		
Operations Security (Uncle Sam's OPSEC)	NKO/Command Delivered	NIOC-USOPSEC-2.0		
Privacy and Personally Identifiable Information	NKO/Command Delivered	DOD-PII-2.0		
Records Management	NKO/Command Delivered	DOR-RM-010-1.1		
Sexual Assault Prevention and Response Awareness (SAPR)	Command Delivered	CPPD-GMT-SAPRA-1.0 CC		
Equal Opportunity/Sexual Harassment/Grievance Procedures [2]	Command Delivered	CPPD-GMT-EOSH-1.0		
Suicide Prevention	Command Delivered	CPPD-GMT-SAP-1.0		
Required General Military Training Topics For FY 2016 (Command-Assigned Readiness –Enhancement topics; biennial periodicity) [3]				
Alcohol, Drug, and Tobacco Awareness	Command Delivered	CPPD-GMT-ADTA-1.0		
Domestic Violence Prevention and Reporting	NKO/Command Delivered	CPPD-GMT-DV-1.0		
Sexual Health and Responsibility	NKO/Command Delivered	CPPD-GMT-SHR-1.0		
Stress Management	Command Delivered	CPPD-GMT-SM-1.0		

1 - Verify GMT topics on NKO GMT web page.
2 - Course should be delivered in conjunction with SAPR. If not practicable, separate training is still required.
3 - Topics to be delivered once per deployment cycle. If deployment cycle is not applicable or exceeds two years between deployments, then deliver once every two years.

E5 REQUIRED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	NRTC	NAVEDTRA 14295B		
Customer Service	NRTC	NAVEDTRA 14056		
Immunization Basic Course	NMO	MILVAX		
TRICARE Fundamentals	TRICARE UNIVERSITY			
MHS HIPAA courses	Military Health System Learning Portal (MHS)			
Chemical, Biological, Radiological (CBR) Personnel Casualty Treatment	NKO E-Learning	CNE-EPOC-ELO-29.01.01.03-00001	2 hours	
BLS Healthcare Provider Course	Command Delivered		4 hours	
Navy Enlisted Occupational Standards	NPC	NAVPERS 18068F		
Expeditionary Medicine - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0		

E5 RECOMMENDED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Leadership Core Continuum (LCC)	Command Delivered	CPPD10-LCC (Series)	6 hours	
Military Requirements for Petty Officer First Class (EDITION 1/1/1991)		NAVEDTRA 14145		
Basic Enlisted Professional Military Education (BEPME)	NKO	Military DON/ PME	20 hours	
Block 1 Basic EPME - Introduction	NKO	EPME-BASIC-B1		
Block 2 Basic EPME - Navy History and Heritage	NKO	EPME-BASIC-B2		
Block 3 Basic EPME - The Navy Professional	NKO	EPME-BASIC-B3		
Block 4 Basic EPME - Organization and Guidance	NKO	EPME-BASIC-B4		
Block 5 Basic EPME - Planning	NKO	EPME-BASIC-B5		
Block 6 Basic EPME - Regional Expertise and Cultural Awareness	NKO	EPME-BASIC-B6		
Block 7 Basic EPME - Technology for the Warfighter	NKO	EPME-BASIC-B7		
Block 8 Basic EPME - Conclusion	NKO	EPME-BASIC-B8		
Navy Reserve Fundamentals for Active Duty Course	NKO	NAVRESFOR-NRF-3.0	10 hours	
Nutrition	NKO	NMHCI2107V2.1	1 hour	
Culture	NKO or College Course	Foreign Language and Culture	45 hours	
Communication	College Course		45 hours	
English 101	College Course		45 hours	
English Reading	College Course		45 hours	
English Writing	College Course		45 hours	
Geography	College Course		45 hours	
History	College Course		45 hours	
Humanities	College Course		45 hours	
Language and Literature Study Guides	College Course		45 hours	
Math	College Course		45 hours	
Physical Sciences	College Course		45 hours	
Social Sciences	College Course		45 hours	
Recommended General Military Training Topics For FY 2016 (Delivery determined by command discretion) [1]				
Energy Policy	Command Delivered	OPNAV-GMTE-1.0		
Hazing Policy and Prevention	Command Delivered	CPPD-GMT-HPP-1.0		
Operational Risk Management	NKO/Command Delivered	CPPD-GMT-ORM-1.0		
Personal Financial Management	Command Delivered	CPPD-GMT-PFM16-1.0		
Physical Readiness	NKO/Command Delivered	CPPD-GMT-PRT-2.0		

1 - Verify GMT topics on NKO GMT web page.

Courses with Recommended Reserve Points:

Commander Navy Reserve Forces (CNRF) N7 determines the number of reserve points awarded for completion of a course taken on Navy E-Learning. This listing should only be used as a guide and is subject to change by direction of CNFR N7.

Navy E-Learning has no control over how many, if any, reserve points are eventually awarded for the completion of a course. All questions concerning the award of reserve points should be directed to CNFR N7.

E5 RECOMMENDED RESERVE PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NROWS Orders Administration Course	NKO	R-500-0140/02PG /DoN	8 hours	
Naval Reserve Center Commanding Officer Officer In Charge	NKO	CNRFC-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRFC-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRFC-MSC101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRFC-NPSAP-2 /DoN 0	23 hours	

E5 RECOMMENDED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Reserve Center Medical Administration	New Orleans/NKO E-Learning	R-500-0007	5 days	
13 Heat Stress Program Fundamentals-WBGT	NKO E-Learning	CNE-BECC-0130-1.0	1 hour	
Heat Stress Afloat	NKO E-Learning	NMCPHC-HAS-1.0	1 hour	
Environmental Injuries	NKO E-Learning	NMHCI4207V2 DON	2 hours	
Plant Pest and Vegetation Management	CA/FL	B-322-1071	4 days	
Arthropod and Vertebrate Pest Management	CA/FL	B-322-1072	10 days	
DOD Pest Management Recertification	CA/FL/HI	B-322-1074	3 days	
Shipboard Pest Management	CA/FL/HI/VA	B-322-1075	2 days	
Operational Entomology Training	CA/FL	B-322-1077	10 days	
Casualty Treatment Training Course	CA	B-330-0012	4 days	
DOD Smallpox Vaccination	Navy Med. Online	MILVAX		
TRICARE Online Courses	TRICARE UNIVERSITY	Various Courses		
MHS Clinical Quality Management Courses	MHS Online Ed	Various Courses		
Navy Trauma Training Center	NMOTC Pensacola, FL	Navy Trauma Training Center	21 days	
Aviation Medicine for the IDC	NKO E-Learning	NMMPTE-AMIDC-1.0	1 hour	
Triage and Surgical Procedures	NKO E-Learning	CNET10090	8 hours	
How to Identify and Provide Non-Surgical Treatment of Airway Obstruction	NKO E-Learning	CNET11439	1 hour	
Burn Casualty Management	NKO E-Learning	CNET12623	15 hours	
Envenomations and Poisonings Reference	NKO E-Learning	CNET12639	1 hour	
Chemical, Biological, Radiation, and Nuclear Explosive Casualties	NKO E-Learning	NMHCI4407V2.1	1 hour	
BMDOC Unit 1: Organizational Structure, Relationships, and Policy Courses	NKO E-Learning	NM-11-BMDOC-U1-3.0	2 hours	
BMDOC Unit 2: Utilization and Management of Resources Courses	NKO E-Learning	NM-11-BMDOC-U2-3.0	2 hours	
BMDOC Unit 3: Operational Policies, Procedures, and Strategies Courses	NKO E-Learning	NM-11-BMDOC-U3-3.0	2 hours	
Deployable Medical Systems (DepMeds) Readiness Training	NKO E-Learning	NMETC-DMS-01	40 hours	
Health Aspects of Marine Sanitation	NKO E-Learning	NMETC-HAMSD-1.0	2 hours	
Hearing Conservation	NKO E-Learning	NMCPHC-HC-1.0	1 hour	
Navy Medicine Public Affairs--120 Day Survival Kit	NKO E-Learning	NMETC-NMPA-1	1 hour	
Optician Sustainment Training	NKO E-Learning	NMETC-OST-3	4 hours	
Water Sanitation Afloat	NKO E-Learning	NMETC-WSA-1.0	1 hour	
FDPMU Orientation Training Course	NKO E-Learning	CFHP-FDPMU-OTC-1.0	5 hours	
Navy Health Promotions Basics Course Level 1	NKO E-Learning	NMHPB081	8 hours	
HRO - 120 Day Survival Kit	NKO E-Learning	NMHRO071	2 hours	
Sexual Assault Prevention and Response Course	NKO E-Learning	NMSAPR071	2 hours	
Operational Medicine 2007	NKO E-Learning	opMED2007	3 hours	
Virtual NH courses by systems	Virtual Naval Hospital			
Jouneyman Instructor Training (JIT)	NKO E-Learning	CPPD-JIT-0010-1.0	1 hour	
Tactical Combat Casualty Care (TCCCT) Train-the-Trainer Course	West Coast - Naval Expeditionary Medicine Institute (Camp Pendleton, CA)	B-300-4000	3 days TCCC-P should be completed prior to attending the Instructor course	

NAVY PROFESSIONAL READING PROGRAM (PRP)

The purpose of the Reading Program is to facilitate the professional and personal development of all Sailors. For additional information on changes, refer to NAVADMIN 309/12 or visit http://navyreading.dodlive.mil/ or http://navy.lib.overdrive.com/ or https://wwwa.nko.navy.mil

ESSENTIAL READING

WARFIGHTING FIRST	**Completed**
1812: The Navy's War *by George C. Daughan*	
Cybersecurity and Cyberwar: What Everyone Needs to Know *by P.W. Singer*	
SEAL of Honor *by Gary Williams*	
Leading with the Heart *by Mike Krzyzewski, Donald T. Phillips, and Grant Hill*	
The Twilight War *by David Crist*	
Wake of the Wahoo *by Forest J. Sterling*	
OPERATE FORWARD	**Completed**
The Crisis of Islam *by Bernard Lewis*	
Execute Against Japan *by LT Joel Holwitt, USN*	
Monsoon *by Robert Kaplan*	
Neptune's Inferno *by James D. Hornfischer*	
Red Star Over the Pacific *by Toshi Yoshihara and James Holmes*	
Fallout *by Catherine Collins and Douglas Frantz*	
BE READY	**Completed**
A Sailor's History of the U.S. Navy *by Thomas Cutler*	
In the Shadow of Greatness *by Joshua Welle, John Ennis, Katherine Kranz and Graham Plaster*	
Navigating the Seven Seas *by Melvin G. Williams, Sr. and Melvin G. Williams, Jr.*	
The Trident: The Forging and Reforging of a Navy SEAL Leader *by Jason Redman and John Bruning*	
Turn the Ship Around *by David Marquet*	
Wired for War *by P.W. Singer*	

Twenty-four additional books are categorized as "recommended reading," and are available as electronic books (e-books). Many can be downloaded at no cost through the Navy general library program site on Navy Knowledge On-line (NKO).

The entire list, with book summaries and additional information is available at http://navyreading.dodlive.mil/

The CNO-PRP has been streamlined to make our Navy's reading program more interactive, affordable, and wherever possible, electronically accessible. To that end: a number of the titles will be available for free at the NKO portal at https://wwwa.nko.navy.mil.

- Click on the reference tab, then e-library audio and e-books tab.
- In order to download books, an "overdrive" account is required. On the top right, click on the overdrive window and follow the prompts.
- Then, not only are the PRP books available, but also hundreds of other items.

Note: Security restrictions preclude downloading via Navy owned computers, so downloading them to personally-owned devices will be required.

E5 RECOMMENDED COMMUNITY READING

Title	Completed
Flags of our Fathers *by James Bradley*	
Doc: Heroic Stories of Medics, Corpsmen, and Surgeons in Combat *by Mark R. Littleton*	
Corpsman Up *by Paul Baviello*	
A Corpsman's Legacy: He continues to Heal Others Through a Daughter He never Knew *by Stephanie Hanson*	
Corpsman Up! *by Charlie 'Doc' Rose*	
Not On My Watch: The 21st Century Combat Medic *by Joshua M. Peters, Joshua R. Fansler*	
On Call In Hell: A Doctor's Iraq War Story *by CDR Richard Jadick*	
A Doctor Looks at War: My Year in Iraq *by Michael C. Hodges*	
Medics at War: Military Medicine from Colonial Times to the 21st Century *by John T. Greenwood, F. Clifton Berry Jr.*	
Medic!: How I Fought World War II *by Morphine, Sulfa, and Iodine Swabs*	
Combat Medic: World war II *by John A. Kerner*	
Lone Survivor: The Eyewitness Account of Operation Redwing and the Lost Heroes of SEAL Team 10 *by Marcus Luttrell*	
My Men Are My Heroes: the Brad Kasal Story *by Nathaniel R. Helms*	
In the Company Of Heroes *by Michael J. Durant*	
Combat Corpsman *by Greg McPartlin*	

Hospital Corpsman
Petty Officer First Class
(Journeyman/Master)

NAME_____

SKILL TRAINING

(Schools, courses and assignments directly related to occupation)

REQUIRED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Basic	Fort Sam Houston, TX	B-300-0010	96 days	
Dental Assistant (8701)	Fort Sam Houston, TX	B-300-3300	40 days	
HMSB [2]	Local CMD			
ExMed. - Combat related field skills	NKO E-Learning	NMEMCRFS061	8 hours	
ExMed. - Non-Combat related field skills	NKO E-Learning	NMEMNCRFS061	4 hours	
ExMed. - Patient Movement	NKO E-Learning	NMEMPATMOV061	2 hours	
ExMed. - Shipboard Operations	NKO E-Learning	NMEMSHIPOP061	4 hours	
ExMed. - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0	1 hour	
Enlisted Warfare Qualification [1]				

1 - Required if afforded the opportunity
2 - BUMED INSTRUCTION 1510.23D

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	Navy Advancement Center	NAVEDTRA 14295B		
FMTB	FMTB East/West	B-300-0013	54 days	
Sickcall Screener Course	Local CMD training			
Cold Weather Medicine [1]	NOMI Pensacola	B-300-0036	16 days	
Mountain Medicine [1]	NOMI Pensacola MMED	B-300-0023	18 days	
Surface Force Medical Indoc [1]	Japan, San Diego, Norfolk	B-300-1000	5 days	
MRRS + SAMS [1]	SPAWAR			
Field Management of Chemical & Biological Casualties [1]	Various	6H-F37/300-F31		
Fleet Hospital I & O	Local Fleet Hospital			
Fleet Hospital Field Training	NOMI/NEMTI	B-300-2404	8 days	
AV / Hearing Acuity	EPMU	B-300-0140	5 days	
DMLSS inventory mgmt [1]	CA/FL/NC/VA/WA Japan/Cuba	NAVMEDLOGCOM non-Cantrac		
Industrial Noise Safety Manager	IL/LA/Japan/Various Locations	A-493-0092	1 day	
Advanced Medical Department Enlisted Course (AMDEC)	NKO E-Learning	NMETC-AMD-010 NMETC-AMD-020 NMETC-AMD-030		
Clinic MGMT Course	NMPDC Local CMD	B-6I-2200	4 days	
POMI Course [1]	NMPDC Bethesda, MD	B-6I-2310	19 days	
Intro to Expeditionary Logistics [1]	NSCS Newport, RI	A-8B-0055	12 days	
Transportation of Hazardous Materials [1]	San Diego,CA Norfolk, VA	A-822-0012	2 weeks	
Combat Skills [1]	Lejeune NC/Pendleton CA	MC Training Team non-Cantrac		
Tactical Combat Casualty Care Provider (TCCCP) Course [2]	Camp Pendleton, CA	B-300-4010	3 days	

1 - Billet specific
2 - BUMED INSTRUCTION 1510.25

NAVY ENLISTED CLASSIFICATION CODE (NEC) OPPORTUNITIES

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
8402 - Submarine Force Independent Duty Corpsman; E5-E7	Groton, CT	B-300-0001	365 days	
8403 - Fleet Marine Force Reconnaissance Independent Duty Corpsman; E5-E7	Ft. Bragg, NC	B-300-2403	138 days	
8404 - Field Medical Service Technician; E1-E9	Camp Lejeune, NC / Camp Pendleton, CA	B-300-0013	54 days	
8407 - Radiation Health Technician; E1-E6	Groton, CT	B-322-0010	68 days	
8409 - Aerospace Physiology Technician; E4-E6	Pensacola, FL	B-305-0011	33 days	
8416 - Nuclear Medicine Technologist (Phase 1) / (Phase 2); E4-E6 (Phase 1) / E4-E7 (Phase 2)	Ft. Sam Houston, TX (PH1) San Diego, CA or Portsmouth, VA (PH2)	B-311-0015 / B-311-0016	141 days (PH1) / 225 days (PH2)	
8425 - Surface Force Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0019	348 days	
8432 - Preventive Medicine Technician; E1-E6	Ft. Sam Houston, TX	B-322-0012	164 days	
8434 - Hemodialysis Technician; E4-E6	Portsmouth, VA	B-311-0123	96 days	
8467 - Occupational Therapy Assistant; E4-E6	Ft. Sam Houston, TX	B-303-0152	229 days	
8446 - Otolaryngology (ENT); E3-E6	OJT			
8493 - Medical Deep Sea Diving Technician; E1-E6	Panama City, FL	A-433-0020	123 days	
8494 - Deep Sea Diving Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0022	348 days	
8496 - Mortician; E3-E7	N/A	State License		
8503 - Histopathology Technician; E3-E6	Ft. Sam Houston, TX	B-311-0039	250 days	
8708 - Dental Hygienist; (with less than 12yrs TIS) E3-E6	Pensacola, FL or Jacksonville, NC	B-330-0038	730 days	
8753 - Dental Laboratory Technician, Advanced; E4-E6	Ft. Sam Houston, TX	B-331-0017	234 days	
8765 - Dental Laboratory Technician, Maxillofacial; E4-E7	Bethesda, MD	B-331-0018	166 days	
9502 - Navy Instructor Training Course (NITC)	Various Locations	A-012-0077	19 days	
9588 - Command Career Counselor Course; E-6	Norfolk, VA / San Diego, CA	A-501-0011	26 days	

JOB DESCRIPTION

Hosptial Corpsman (HM) in paygrade E6 (Hospital Corpsman First Class/HM1), able to perform the duties required for HM2; assists in command medical readiness, health and safety inspection, relationship building, and staff management. Specific tasks include screening active duty medical records and data for overseas and sea duty assignment suitability; updating medical and dental readiness reports; determining medical workspace problems to prevent adverse results; ordering medical supplies and equipment; advising medical or dental facilities of requirements for appointments including specialty consults, x-rays, and laboratory work; coordinating training for medical personnel and first responder crew; conducting trauma training to match field or fleet requirements; and operating shipboard battle dressing or battalion aid stations.

RECOMMENDED BILLET ASSIGNMENTS

As the Navy's largest rating, Hospital Corpsman (HM) are exposed to a wide range of diverse training and Navy Enlisted Classification (NEC) opportunities. Whether stationed at a deployable unit or Medical Treatment Facility (MTF), they have opportunities to perform a significant role as part of a larger team. Regardless of duty station, they are expected to be relied upon more by junior personnel acting as both mentor and trainer, while simultaneously being held to a higher standard of technical expertise by seniors. If an Enlisted Warfare designation has not yet been earned, every effort should be made to choose orders that will provide the greatest opportunity to qualify for a warfare device. As a Senior Hospital Corpsman, now is the time to seek challenging and diverse assignments that maintain your sea/shore rotation while also developing your leadership skills and abilities. Challenging sea rotations include shipboard duty, Fleet Marine Force, Seabees, Fleet Surgical Teams, and various Navy Expeditionary Combat Command duties. Demanding Shore duty rotational billets include instructor duty, Major Medical Treatment Facilities, Inspector & Instructor (I&I) duty and various overseas assignments.

PERSONAL AND PROFESSIONAL DEVELOPMENT (Completed at reporting 30 day Career Development Board)

Command Address: _____ QD Phone Number: _____

_____

Division Officer: _____ Phone Number: _____

Leading Chief Petty Officer: _____ Phone Number: _____

Leading Petty Officer: _____ Phone Number: _____

Sponsor/Mentor: _____ Phone Number: _____

Depart/Division Career Counselor: _____ Phone Number: _____

ADSD: _____ REPORT DATE: _____ EAOS: _____ PRD: _____ SEA / SHORE: _____/____
PAYGRADE E6 (3 Years time in service required to be eligible for advancement to E-7)

Date Advanced: _____ Eligible Advancement Date: _____ Number of times up: _____ HYT Date: _____

Security Clearance Level: _____ Date Last updated: _____ Command INDOC complete: _____

CAREER DEVELOPMENT BOARDS: Use OPNAVINST 1040.11(ser) & Career Counselor Handbook NAVPERS 15878
(E6) Reason for Convening/Discussion Items: (Upon completion update (CIMS) Career Information Management System)

Reporting (within 30 days for active duty or three drill weekends for SELRES) (Date Conducted): _____

6 Month: _____ 12 Month: _____ 24 Month: _____36 Month: _____48 Month: _____

60 Month: _____ CPO 365: _____ Special Program: _____ Member Request: _____

HYT 24 months (Date): _____ HYT 12 months (Date): _____ HYT Waiver Date: _____Approve/Disapprove

Career Waypoint 15 months to EAOS: _____ Career Waypoint not approved: _____ CMS/ID 13 months to PRD: _____

Rating Conversion: _____ Navy Formal Training Schools Request ("A"/"C"etc): _____

Transfer: _____ Early Separation: _____ Fleet Reserve Retirement Options:_____

Physical Fitness Test Failure: _____ Career Status Bonus (election message received): _____

Advancement Center: Visit NKO Navy Advancement page located under the Career Management Tab
(Items to collect/discuss: Bibliography for Advancement, Enlisted Advancement Exam Strategy Guide, Profile Sheets)

Selection Board Ineligible/Non-Select: _____ Standard Score 40 or less/failed: _____

Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series):

Commissioning Programs Applications: _____ (prior to submission, command endorsement):_____

Naval Academy _____ Naval Academy Preparatory School (NAPS) _____ Limited Duty Officer _____

Officer Candidate School _____ Seaman to Admiral 21 (STA-21) _____

Medical Enlisted Commissioning Program (MECP) _____ Medical Service Corps In-service Procurement _____

Navy Leader Planning Guide: Log on to NKO and select the Leadership Tab to access this guide.

SELECTION BOARD CHECKLIST FOR E6 PROMOTION TO CPO

Step 1 - Review your Official Record to see what documentation, qualifications, etc. may be missing or requiring an update. This should be accomplished every six months after promotion to Second Class. However, it is imperative that this is accomplished six months prior to a selection board. Check the following three major sections to verify your Official Record:

a. **BUPERS Online**: BUPERS Online (https://www.bol.navy.mil) is your main tool to ensure your record is up to date and helps you to be proactive in making the most of your promotion opportunity. You should review your:
   1. **Official Military Personnel File (OMPF)**: All active duty and reserve personnel having a BOL account, a CAC (with appropriate certificates) and a CAC-enabled computer can now view their OMPF online by selecting the OMPF option on the BOL main menu page. This is the preferred method of obtaining OMPF information to eliminate the unnecessary time-lags caused by waiting days or weeks to receive a requested CD ROM.
   2. **If Deployed:** Click on "*Request Record on CD*" to order your Official Military Personnel File (OMPF). This must be accomplished four to six months before a board convenes, which will allow time for delivery and updating of your record if required.
   3. Check your **Performance Summary Record (PSR)** and **Enlisted Summary Record (ESR)** on https://www.bol.navy.mil, click on the "*ODC, OSR, PSR, ESR*" link.
b. **Electronic Service Record (ESR)** Self-Service ESR: This can be viewed at (https://nsips.nmci.navy.mil) or on the Navy Standard Integrated Personnel System (NSIPS) ESR server onboard ship.
c. **Electronic Training Jacket (ETJ)**: Log-on to Navy Knowledge Online (NKO) and review your entire ETJ making sure that each section is correct. If not, clicking on "*Data Problems*" at the bottom of each page which will guide you on how to make corrections or updates.
d. **US Navy Awards website**: Log onto (https://awards.navy.mil/) to review any awards you may qualify for but were unaware of.

Step 2 - Submit appropriate missing documents to the selection board.

a. Selection board packages provide candidates the opportunity to submit any documents missing from the sections of their records which are viewed by the selection boards. MILPERSMAN 1070-080 specifies which documents from the enlisted permanent personnel record are provided to the selection board for review. Any documents the member has verified as missing from those sections of their permanent personnel record may be submitted as a selection board package.
b. For submissions directly to the board and for those circumstances where the eligible candidate cannot get their official record updated and confirmed prior to the selection board convening date:
   1. All correspondence should be on plain white paper for readability; paper clipped (no staples, binders, folders, or tabs) and submitted under cover letter to the president of the board. Candidates must verify the correct subject line and board number (see below) is on their cover letters to ensure their packages appear before the proper board.
   2. Correspondence must include your Full name and SSN, must be affixed and legible on all documents submitted, and must be postmarked not later than that date listed in the associated NAVADMIN and addressed to:

      NAVY PERSONNEL COMMAND CUSTOMER SERVICE CENTER
      PRESIDENT
      FY-**XX ACTIVE/RESERVE** E7 ENLISTED SELECTION BOARD **#XXX**
      5640 TICONDEROGA LOOP BLDG 768 RM E302
      MILLINGTON TN 38055
      (Active = 360 / SELRES = 335 / FTS = 336)

      (Use of special handling mail (certified or registered) is not advised due to significant delays in handling.)

c. Ensure official record reflects any individual augmentation mission. (awards, evals, NEC, etc).
d. Check http://www.npc.navy.mil/Boards/ActiveDutyEnlisted/GeneralInformation.htm to verify that the selection board has received your correspondence (if sent).

NOTE: It is highly recommended that if corrections or updates are made, review your OMPF, or if Deployed, re-order your CD-Rom to confirm changes. (NOTE: Please allow 60 days for changes to take effect)

Step 3 - After reviewing your service record - such as evaluations, awards, qualifications, etc. - start reviewing what you can do to improve yourself, such as:

a. Request a **Career Development Board (CDB)** through your chain of command.
b. Take a good, hard look at the type of **Collateral Duties** you are assigned. Review your command collateral duties instruction and talk with your COC and / or appear before the CDB. Take the tough command duties that provide the most involvement in the command as a whole and that have direct sailor support.
c. Review your current level of education to see how far along you are in earning a **college degree** and pursue **non-resident Navy courses** to expand your level of knowledge. Complete the **Navy e-Learning courses** on **NKO** that are recommended in this document.
d. Check out **OTHER Learning Opportunities** to add to your service record, such as the CANTRAC Volume I (Training Facilities) and CANTRAC Volume II (Course Descriptions). NKO at Learning > Learning Opportunities

Step 4 - Review qualifications that your rating values or requires for advancement and create a plan to earn these important pieces in the professional growth and advancement puzzle. Read the applicable NAVADMIN for additional dates and information, and review previous selection board precepts.

Step 5 - Prepare for the next CPO Advancement Exam cycle in January for Active Duty & February for Reserves as soon as the Bibliography References are posted six months prior in July. Use the Navy Advancement Center info and website listed above in the advancement section.

Step 6 - CPO365 Phase 1 & 2: See your Chief to obtain the current CPO365 Development Guide (CPODG)

Phase 1: Begins September 17 and concludes when the NAVADMIN announcing CPO selection is released. CPO 365 training is not intended to distract or take away from yours or our FCPOs primary duties, but will serve to enhance their ability to lead. It is used to build the foundation in the year round training cycle. Phase 1 sparks the teamwork and initial training to engage the FCPOs on their road to becoming Chief Petty Officers. It is understood that not all FCPOs will promote to CPO. As much as CPO 365 prepares a person to enter the mess, just as importantly - it also helps our FCPOs to be better workcenter supervisors and Leading Petty Officers. For that reason all FCPOs will participate throughout Phase 1&2, regardless of whether they are board-eligible or have participated in previous years.

Phase 2: Begins when the NAVADMIN announcing CPO selection is released and is designed as the final training period to prepare Selectees for entry into the Chiefs' Mess. This phase culminates with the Final Test, followed by a pinning ceremony on September 16, or a suitable date.
As determined to be appropriate by the CPO mess, all FCPOs will continue to participate in some form of CPO 365 training throughout Phase 2 - when and where practical. It is agreed that there will be several instances where CPO Selectees and non Selects will conduct separate sessions.

QUALIFICATIONS AND CERTIFICATIONS

Sea/Shore General Qualifications **Watch Standing Qualifications**	**Report Date**	**Completion Date** **(If qualification is not required place N/A in this Block)**
Ship Board Fire Fighting		
Aviation Fire Fighting		
Basic Damage Control		
Advanced Damage Control		
3M 301 Maintenance Person		
3M 302 Repair Parts/Supply Petty Officer (RPPO)		
3M 303 Work Center Supervisor (WCS)		
3M 305 Departmental Maintenance and Material Management (3M) Assistant		
DC 301 Basic Damage Control (DC) Communications		
DC 302 Basic First-Aid		
DC 303 Basic Firefighting		
DC 304 Fire Watch Stander		
DC 305 Basic Chemical, Biological, and Radiological (CBR) Defense		
DC 306 Basic Damage Control (DC)		
DC 307 Advanced Damage Control (DC)		
DC 308 Team Leader		
DC 309 Advanced Chemical, Biological, and Radiological (CBR) Defense Person		
DC 310 Advanced First-Aid/Stretcher Bearer		
DC 313 Scene Leader		
DC 318 Repair Party Leader		
DC 320 Damage Control Training Team (DCTT) Member		
Medical Training Team (MTT) Trainer/Evaluator		
Medical Training Team (MTT) Team Coordinator		
Medical Training Team (MTT) Team Leader		
Integrated Training Team (ITT)		
Messenger of the Watch (MOOW)		
Petty Officer of the Watch (POOW)		
Duty Section, Section Leader		
Officer of the Deck (OOD) (In Port)		
Flight Deck Observer (required for AW qualification)		
Personal Qualifications Standard		

Mandatory warfare qualification for enlisted Sailors assigned to designated warfare qualifying commands:

Warfare qualification programs	**Report Date**	**Completion Date** (If qualification is not required place N/A in this Block)
Aviation Warfare Specialist		
Expeditionary Warfare Specialist		
Fleet Marine Forces		
Information Dominance Warfare Specialist		
SEABEE Combat Warfare		
Special Warfare Combatant-Craft Crewman		
Submarine Specialist		
Surface Warfare Specialist		

Rate Specific/Department Qualifications (Add)	**Report Date**	**Completion Date** (If qualification is not required place N/A in this Block)
Medical Department JQR/PQS		

CERTIFICATIONS

The following post military occupations are similar to the HM-Hospital Corpsman Rating. For more information about these occupations, visit NAVY COOL at https://www.cool.navy.mil/usn/.

Occupation (Civilian Employer)
Anesthesiologist Assistants
Audio and Video Equipment Technicians
Camera and Photographic Equipment Repairers
Camera Operators, Television, Video, and Motion Picture
Cardiovascular Technologists and Technicians
Commercial Divers
Dental Assistants
Dental Hygienists
Dental Laboratory Technicians
Embalmers
Emergency Medical Technicians and Paramedics
Environmental Science and Protection Technicians, Including Health
Film and Video Editors
Funeral Attendants
Funeral Service Managers
Health Educators
Histotechnologists and Histologic Technicians
Licensed Practical and Licensed Vocational Nurses
Medical and Clinical Laboratory Technicians
Medical and Clinical Laboratory Technologists
Medical and Health Services Managers
Medical Assistants
Medical Equipment Preparers
Medical Equipment Repairers
Medical Records and Health Information Technicians
Morticians, Undertakers, and Funeral Directors
Neurodiagnostic Technologists
Nuclear Equipment Operation Technicians
Nuclear Medicine Technologists
Nursing Assistants
Occupational Health and Safety Specialists
Occupational Health and Safety Technicians
Occupational Therapy Aides
Occupational Therapy Assistants
Ophthalmic Medical Technicians
Opticians, Dispensing
Orderlies
Pharmacy Aides
Pharmacy Technicians
Phlebotomists
Photographic Process Workers and Processing Machine Operators
Physical Therapist Aides
Physical Therapist Assistants
Physician Assistants
Psychiatric Technicians
Radiation Therapists
Radiologic Technicians
Radiologic Technologists
Recreation and Fitness Studies Teachers, Postsecondary
Respiratory Therapy Technicians
Self-Enrichment Education Teachers
Skincare Specialists
Surgical Assistants
Surgical Technologists

Occupation (Federal Employer)
0018 - Safety and Occupational Health Management Series
0101 - Social Science Series
0102 - Social Science Aid and Technician Series
0180 - Psychology Series
0181 - Psychology Aid and Technician Series
0405 - Pharmacology Series
0601 - General Health Science Series
0603 - Physician Assistant Series
0610 - Nurse Series
0621 - Nursing Assistant Series
0622 - Medical Supply Aide and Technician Series
0625 - Autopsy Assistant Series
0630 - Dietitian and Nutritionist Series
0631 - Occupational Therapist Series
0633 - Physical Therapist Series
0635 - Kinesiotherapy Series
0636 - Rehabilitation Therapy Assistant Series
0638 - Recreation/Creative Arts Therapist Series
0639 - Educational Therapist Series
0640 - Health Aid and Technician Series
0642 - Nuclear Medicine Technician Series
0644 - Medical Technologist Series
0645 - Medical Technician Series
0646 - Pathology Technician Series
0647 - Diagnostic Radiologic Technologist Series
0648 - Therapeutic Radiologic Technologist Series
0650 - Medical Technical Assistant Series
0651 - Respiratory Therapist Series
0661 - Pharmacy Technician Series
0667 - Orthotist and Prosthetist Series
0668 - Podiatrist Series
0669 - Medical Records Administration Series
0670 - Health System Administration Series
0671 - Health System Specialist Series
0675 - Medical Records Technician Series
0679 - Medical Support Assistance Series
0680 - Dental Officer Series
0681 - Dental Assistant Series
0682 - Dental Hygiene Series
0683 - Dental Laboratory Aid and Technician Series
0685 - Public Health Program Specialist Series
0690 - Industrial Hygiene Series
3511 - Laboratory Working

Navy COOL: The following certifications and licenses are applicable to the HM-Hospital Corpsman rating. *They may require additional education, training or experience.*

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Academy of Professional Coders (AAPC)	Certified Professional Coder (CPC)	
E5	American Association of Bioanalysts (AAB)	Medical Technologist- Generalist (MT(AAB))	
E3	American Association of Electrodiagnostic Technologists (AAET)	Registered Nerve Conduction Study Technologist (R.NCS.T.)	
E3	American Association of Medical Assistants (AAMA)	Certified Medical Assistant (CMA)	
E3	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 1	
E4	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 2	
E5	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 3	
E5	American Board for Certification in Homeland Security (ABCHS)	Certified in Homeland Security Level V (CHS-V)	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	Contact Lens Registry Examination - NCLE- Basic	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	National Opticianry Competency Examination - ABO Basic	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Electroencephalographic Technologist (R. EEG T.)	
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Evoked Potential Technician (R.EP T.)	
E5	American Board of Wound Management (ABWM)	Certified Wound Care Associate (CWCA)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Clinical Exercise Physiologist (ACSM CEP)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Exercise Physiologist (ACSM EP-C)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Personal Trainer (CPT)	
E5	American College of Sports Medicine (ACSM)	ACSM Registered Clinical Exercise Physiologist	
E5	American Correctional Association (ACA)	Certified Corrections Nurse (CCN)	
E5	American Correctional Association (ACA)	Certified Corrections Nurse Manager (CCN/M)	
E3	American Education Certification Association	Certified Clinical Medical Assistant Specialist (CCMAS)	
E3	American Education Certification Association	Certified Computer Skills Specialist (CCSS)	
E3	American Education Certification Association	Certified EKG/Electrocardiogram Technician (Clinical)	
E4	American Education Certification Association	Certified Electronic Health Record Professional (CEHRP)	
E3	American Education Certification Association	Certified Medical Administrative Assistant /Office Specialist	
E3	American Education Certification Association	Certified Medical Billing & Coding	
E3	American Education Certification Association	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	American Education Certification Association	Certified Personal Trainer Specialist	
E3	American Education Certification Association	Certified Phlebotomy Technician (Clinical)	
E4	American Education Certification Association	Certified Rehabilitation Exercise Specialist	
E5	American Education Certification Association	Certified Rehabilitation Therapy Assistant	
E3	American Education Certification Association	Certified Rehabilitation Therapy Technician	
E3	American Education Certification Association	Certified Restorative Care Assistant / Specialist	
E3	American Education Certification Association	Certified Strength & Conditioning Rehabilitation Specialist	
E5	American Health Information Management Association (AHIMA)	Certified Coding Associate (CCA)	
E6	American Health Information Management Association (AHIMA)	Certified Coding Specialist (CCS)	
E3	American Medical Certification Association (AMCA)	Clinical Medical Assistant Certification (CMAC)	
E5	American Medical Certification Association (AMCA)	Nursing Assistant Certification	
E4	American Medical Technologists (AMT)	Certified Medical Administrative Specialist (CMAS)	
E4	American Medical Technologists (AMT)	Certified Medical Laboratory Assistant (CMLA)	
E3	American Medical Technologists (AMT)	Medical Laboratory Technician (MLT)	
E3	American Medical Technologists (AMT)	Registered Dental Assistant (RDA)	
E3	American Medical Technologists (AMT)	Registered Medical Assistant (RMA)	
E3	American Medical Technologists (AMT)	Registered Phlebotomy Technician (RPT)	
E3	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric (CPO)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Assistant (CPOA)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Technician (CPOT)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Adult Echocardiography) (RDCS-AE)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Pediatric Echocardiography) (RDCS-PE)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Abdomen) (RDMS-AB)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Obstetrics and Gynecology) (RDMS-OB/GYN)	
E4	American Registry of Radiologic Technologists (ARRT)	Computed Tomography (CT)	
E4	American Registry of Radiologic Technologists (ARRT)	Fluoroscopy Exam	
E6	American Registry of Radiologic Technologists (ARRT)	Mammography	
E4	American Registry of Radiologic Technologists (ARRT)	Nuclear Medicine Technology (R.T.(N))	
E4	American Registry of Radiologic Technologists (ARRT)	Quality Management (QM)	
E4	American Registry of Radiologic Technologists (ARRT)	Radiation Therapy (R.T.(T))	
E4	American Registry of Radiologic Technologists (ARRT)	Radiography (R.T.(R))	
E4	American Registry of Radiologic Technologists (ARRT)	Registered Radiologist Assistant (R.R.A.)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Registry of Radiologic Technologists (ARRT)	Sonography	
E4	American Society for Clinical Pathology (ASCP)	Histotechnician, HT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Histotechnologist, HTL(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Medical Laboratory Technician, MLT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Phlebotomy Technician, PBT(ASCP)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray (IRSSP-X-Ray)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray and RAM (IRSSP-Combo)	
E5	American Society for Quality (ASQ)	Pharmaceutical GMP Professional	
E6	Association for Medical Imaging Management (AHRA)	Certified Radiology Administrator (CRA)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Biomedical Equipment Technician (CBET)	
E6	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Healthcare Technology Manager (CHTM)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Laboratory Equipment Specialist (CLES)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Radiology Equipment Specialist (CRES)	
E3	Association of Diving Contractors International (ADCI)	Air Diver	
E3	Association of Diving Contractors International (ADCI)	Entry Level Tender/Diver	
E5	Board of Certified Safety Professionals (BCSP)	Associate Safety Professional (ASP)	
E3	Board of Certified Safety Professionals (BCSP)	Certified Environmental, Safety & Health Trainer (CET)	
E5	Board of Certified Safety Professionals (BCSP)	Certified Safety Professional (CSP)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Nurse (CHN)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Technician (CHT)	
E4	Board of Registered Polysomnographic Technologists (BRPT)	Registered Polysomnographic Technologist (RPSGT)	
E4	Cardiovascular Credentialing International (CCI)	Certified Cardiographic Technician (CCT)	
E3	Cardiovascular Credentialing International (CCI)	Certified Rhythm Analysis Technician (CRAT)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Electrophysiology Specialist (RCES)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Sonographer (RCS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiovascular Invasive Specialist (RCIS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Vascular Specialist (RVS)	
E5	Certification Board for Radiology Practitioner Assistants	Radiology Practitioner Assistant	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Flexible Endoscope Reprocessor (CFER)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Surgical Instrument Specialist (CSIS)	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Technician (CSPDT)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing Management (CSPM)	
E4	Certification Board for Urologic Nurses and Associates (CBUNA)	Certified Urologic Associate (CUA)	
E3	Computing Technology Industry Association (CompTIA)	CompTIA Certified Technical Trainer (CTT+)	
E3	Council for Accreditation in Occupational Hearing Conservation (CAOHC)	Occupational Hearing Conservationist (OHC)	
E3	Dental Assisting National Board (DANB)	Certified Dental Assistant (CDA)	
E3	Dental Assisting National Board (DANB)	Certified Preventive Functions Dental Assistant (CPFDA)	
E3	Dental Assisting National Board (DANB)	Certified Restorative Functions Dental Assistant (CRFDA)	
E3	Dental Assisting National Board (DANB)	National Entry Level Dental Assistant (NELDA)	
E4	Electronics Technicians Association, International (ETA-I)	Associate Electronics Technician (CETa)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Electronics Technician (BMD)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Imaging Electronics Technician (BIET)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate AC (EM2)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate Analog (EM3)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Comprehensive (EM5)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate DC (EM1)	
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Digital (EM4)	
E6	Federation of State Boards of Physical Therapy (FSBPT)	National Physical Therapist Assistant Examination (NPTAE)	
E6	Institute for Safety and Health Management (ISHM)	Certified Safety and Health Manager (CSHM)	
E4	International Association of Healthcare Central Service Materiel Management (IAHCSMM)	Certified Registered Central Service Technician (CRCST)	
E6	International Board for Certification of Safety Managers	Certified Emergency Disaster Professional (CEDP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Emergency Professional (CHEP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Safety Professional (CHSP)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Environmental Services (CHS-EVS)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Long Term Care (CHS-LTC)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Cardiac Device Specialist for the Allied Professional (CCDS)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Electrophysiology Specialist for the Allied Professional (CEPS)	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Associate-Level	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Journeyman-Level - Medical	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Assistant (COA)	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Technician (COT)	
E5	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Ophthalmic Surgical Assistant (OSA)	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Examination - Part I	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Hygiene Exam (NBDHE)	
E3	Medical Dosimetrist Certification Board (MDCB)	Certified Medical Dosimetrist	
E5	National Association for Fitness Certification (NAFC)	NAFC Personal Training	
E3	National Asthma Educator Certification Board (NAECB)	Certified Asthma Educator (AE-C)	
E3	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Ceramics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Complete Dentures	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Crown and Bridge	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Implants	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Orthodontics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Partial Dentures	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Certified Occupational Therapy Assistant (COTA)	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Occupational Therapist Registered (OTR)	
E3	National Board for Certification of Orthopaedic Technologists (NBCOT)	Orthopaedic Technologist - Certified (OTC)	
E3	National Board for Respiratory Care (NBRC)	Adult Critical Care Specialty Examination (ACCS)	
E3	National Board for Respiratory Care (NBRC)	Certified Pulmonary Function Technologist (CPFT)	
E3	National Board for Respiratory Care (NBRC)	Certified Respiratory Therapist (CRT)	
E4	National Board for Respiratory Care (NBRC)	Neonatal/Pediatric Respiratory Care Specialist (CRT-NPS RRT-NPS)	
E3	National Board for Respiratory Care (NBRC)	Registered Respiratory Therapist (RRT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Certified Hyperbaric Technologist (CHT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Diving Medical Technician (DMT)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	National Board of Surgical Technology and Surgical Assisting (NBSTSA)	Certified Surgical Technologist (CST)	
E3	National Center for Competency Testing (NCCT)	Medical Assistant (NCMA)	
E3	National Center for Competency Testing (NCCT)	Medical Office Assistant (NCMOA)	
E3	National Center for Competency Testing (NCCT)	National Certified ECG Technician (NCET)	
E3	National Center for Competency Testing (NCCT)	National Certified Insurance and Coding Specialist (NCICS)	
E3	National Center for Competency Testing (NCCT)	National Certified Patient Care Technician (NCPCT)	
E3	National Center for Competency Testing (NCCT)	National Certified Phlebotomy Technician (NCPT)	
E3	National Center for Competency Testing (NCCT)	Tech in Surgery - Certified TS-C (NCCT)	
E3	National Commission for the Certification of Surgical Assistants (NCCSA)	Certified Surgical Assistant (CSA)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN)	
E6	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Registered Nurses (NCLEX-RN)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Nurse Aide Assessment Program (NNAAP)	
E3	National Environmental Health Association (NEHA)	Certified Professional - Food Safety (CP-FS)	
E3	National Environmental Health Association (NEHA)	Healthy Homes Specialist (HHS)	
E3	National Environmental Health Association (NEHA)	Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS)	
E5	National Exercise Trainers Association (NETA)	Certified Group Exercise Instructor	
E4	National Healthcareer Association (NHA)	Certified Billing and Coding Specialist (CBCS)	
E3	National Healthcareer Association (NHA)	Certified Clinical Medical Assistant (CCMA)	
E3	National Healthcareer Association (NHA)	Certified EKG Technician (CET)	
E4	National Healthcareer Association (NHA)	Certified Electronic Health Record Specialist (CEHRS)	
E3	National Healthcareer Association (NHA)	Certified Medical Administrative Assistant (CMAA)	
E3	National Healthcareer Association (NHA)	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	National Healthcareer Association (NHA)	NHA-Certified Pharmacy Technician (NHA-CPhT)	
E3	National Healthcareer Association (NHA)	NHA-Certified Phlebotomy Technician (NHA-CPT)	
E3	National Phlebotomy Association (NPA)	Certified Phlebotomist Technologist (CPT)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Responder (EMR)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Technician (EMT)	
E4	National Registry of Emergency Medical Technicians (NREMT)	National Registered Paramedic (NRP)	
E4	National Registry of Radiation Protection Technologists	Registered Radiation Protection Technologist (RRPT)	
E4	Nephrology Nursing Certification Commission (NNCB)	Certified Clinical Hemodialysis Technician (CCHT)	
E4	Nuclear Medicine Technology Certification Board (NMTCB)	Nuclear Medicine Technologist (NMT)	
E3	Pharmacy Technician Certification Board (PTCB)	PTCB-Certified Pharmacy Technician (PTCB-CPhT)	
E5	PTA Global	Certified Personal Trainer (CPT)	
E4	Radiology Coding Certification Board (RCCB)	Radiology Certified Coder	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Educator (CHSE)	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Operations Specialists (CHSOS)	
E5	The American Society of Anesthesia Technologists and Technicians	ASATT Technologist Certification (Cer.A.T.T)	
E5	World Safety Organization (WSO)	Certified Safety Specialist (WSO-CSS)	
E5	World Safety Organization (WSO)	Certified Safety Technician (WSO-CST)	

Visit Navy COOL at https://www.cool.navy.mil/usn/ for additional Credentials that you may qualify to earn; however funding may be limited to your GI Bill.

UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM (USMAP):

Rank	Apprenticeship	Date Completed
E1 - E9	Computer Operator	
E1 - E9	Dental Assistant (Medical Service)	
E1 - E9	Dental-Equipment Installer And Servicer (Wholesale Trade)	
E1 - E9	Dental-Laboratory Technician (Protective Devices)	
E1 - E9	Electromedical Equipment Repairer (Any Industry)	
E1 - E9	Electronics Tester	
E1 - E9	Emergency Medical Technician	
E1 - E9	Medical Laboratory Technician (Medical Service)	
E1 - E9	Medical Secretary (Medical Service)	
E1 - E9	Nurse Assistant (Medical Service)	
E1 - E9	Paramedic (Medical Service)	
E1 - E9	Pharmacist Assistant (Military Service)	

Visit USMAP https://usmap.netc.navy.mil/usmapss/static/index.htm for additional information.

STAY NAVY

REENLIST / EXTEND: Request Chit/Form: _____ Career Waypoints-Reenlistment Approval: _____

Selective Training and Reenlistment (STAR): _____ Guaranteed Assignment in Detailing (GUARD 2000): _____

School as a Reenlistment Incentive: _____ Prior Service Reenlistment Eligibility - Reserve (PRISE-R):_____

Career Management System/Interactive Detailing (CMS/ID): _____

Medical/Dental Screening: _____ Command Recommendation (evaluation): _____ Bonus: _____ Ceremony: _____

Career Waypoints-Reenlistment:

The Command Career Counselor is your local advocate to assist you with the Career Waypoints application process.

- E3-E6 Sailors with less than 14 years of service must submit a Career Waypoint application, regardless of reenlistment intentions. Sailors who do not desire to reenlist will submit an "intends to separate" application. Sailors not eligible for reenlistment will submit a "not eligible" application.
- The Career Waypoints system automatically generates most of the applications needed by Sailors. Applications must be submitted no later than 13 months prior to expiration of active obligated service (EAOS) or as extended (SEAOS). Sailors with less than 24 months of contract time remaining at their projected rotation date (PRD) will submit an application 12 months prior to their PRD. In either case, the Career Waypoints system will automatically generate applications for Sailors 15 months prior to either timeframe. Applications required outside of the established C-Way gates can be submitted as Special Circumstance applications. Examples of when these may be needed include OBLISERVE for special duty, decommissioning or homeport shift.
- The C-Way 3-2-1 Process aligns career decisions with the detailing process. Soft End of Active Obligated Service (SEAOS)/End of Active Obligated Service (EAOS) applications are created by C-Way at the 15 month from SEAOS/EAOS mark and must be submitted by the Command Career Counselor at the 13 month mark. This provides time for the Career Counselor to validate the Sailor's information and to ascertain the Sailors career intentions. The first C-Way review gate occurs from 13 to 10 months from SEAOS/EAOS with career choice options of in-rate, conversion, and Selected Reserve. The second review gate occurs from 9 to 7 months from SEAOS/EAOS with career choice options of conversion and Selected Reserve. From 6 months to 3 months to SEAOS/EAOS the Sailor can only choose Selected Reserve affiliation.
- Monthly reenlistment quotas are limited and must be reserved for our best and brightest Sailors who desire to Stay Navy.
  Sailors must choose one of the following based on their desires and qualifications:
  - Reenlist-in-Rate,
  - Reenlist-in-rate, Willing to Convert
  - Convert only
  - SELRES option
  - Intend to separate
  - Not eligible

In February 2014, C-Way delivered auto-approval capabilities to provide reenlistment decisions on SEAOS/EAOS applications more quickly for eligible ratings. This changed the monthly processing of reenlistment applications as described below.

- If you are in an, "open" rating or a "balanced" rating in an undermanned year group or an E-6, you are eligible for reenlistment, and your application is submitted with correct data it will be auto-approved and returned immediately, and you can reenlist.
- If you are in a "competitive" rating or a balanced rating but not an undermanned year group, then your application will be processed through the monthly Rack and Stack process. Applications submitted in one month are processed in Rack and Stack the following month.
- For Nuclear ratings, all applications are reviewed by enlisted community managers on an ongoing basis throughout the processing month.
- If required data is missing (evaluations, Physical Fitness Assessment (PFA) data, security clearance etc.) the application will be denied with a note to your career counselor regarding what needs to be fixed. It is critical the Command Career Counselor reviews these notes to ensure Sailor's are not disadvantaged in their opportunities for retention.

- Upon completion of the monthly process, Career Waypoints results will be available to command users via the Monthly report section of the Career Waypoints system.
- Additional guidance MILPERSMAN 1440-060, NAVADMIN 149/13, NAVADMIN 150/13, and your Career Counselor

TRANSFER:

15 Months	12 Months	9 Months	6 Months	Orders Received
Career Waypoint____	Career Waypoint____	Career Waypoint____	Accept Orders_____	Screening_____
Exception Family Member___	EFM_____	CMS/ID_____	Reverse Sponsor_____	Obligate_____
CMS/ID_____	CMS/ID_____	SRB_____	Relocation (FFSC) ____	Bonus_____
Continuous Overseas Tours (COT) _____			Medical/Dental_____	
Overseas Tour Extension Incentive Program (OTEIP) _____			SRB_____	

For additional assistance in transfer and relocation, go to the Military HOMEFRONT website: http://www.public.navy.mil/bupers-npc/Pages/default.aspx and visit your Fleet and Family Support Center on base.

SEPARATING/RETIRE:

18 -12 months	6 months	90 days	30 days
Transition GPS _____	MED/DEN _____	Copy of Records_____	Copy of Records _____
Complete DD2648PSD_____	Relocation _____	Microfiche CD_____	PSD_____
Transition Planning_____	Relocation Services (FFSC) _____	Arrange Ceremony_____	MED/DEN _____
	Reserve Affiliation_____	Request Leave / PTDY _____	
	VA/DVA_____		

PHYSICAL FITNESS:

Participate in a year-round physical fitness program to meet Navy fitness and BCA standards. Review and verify accuracy of PFA data in PRIMS within 60 days of the PFA cycle. (PRIMS is accessible through your BUPERS Online Account)

Height_____ Weight_____ If Required (Neck_____ Waist_____ Hips (Female) _____ BCA _____)

Last 2 PRT Cycles: Curl-ups_____/_____ Push-ups_____/_____ Run/Swim/Cardio_____/____ Overall Score_____/_____

List date (if) any PRT/BCA failure(s) over the last 5 years _____/_____ List if any Medical Waiver(s)_____/_____

For more information on Navy Fitness, visit: http://www.navyfitness.org/

PROFESSIONAL MILITARY EDUCATION

(Resident and non-resident coursework designed to enhance a Sailor's general military professional knowledge and abilities)

EDUCATION: (Prior to considering any pursuit of off duty education or program enrollment VISIT YOUR NAVY COLLEGE OFFICE or call the Virtual Education Center (VEC)!!!)

Education Plan Completed (Navy College Office/VEC _____Current Education Level_____

Degree Goal_____
Various distance learning degree options are available using, Sailor and Marine Online Academic Advisor (SMOLAA)

Goal: Date: AA/AS _____ BA/BS _____ Master _____
(Credits to earn a degree - AA/AS: 60 SH/90 QH, BA/BS: 120 SH/180, QH, Master /Doctorate: Variable based on program)

Number of current credits _____ American Council on Education (ACE) recommended credits_____

SOC DNS Agreement _____ Joint Service Transcripts (JST) _____ HS Transcripts_____ College Transcripts_____

Date Degree Obtained: AA/AS _____ BA/BS _____ Master _____ Doctorate _____

For entry into JST, send official transcripts to:
Naval Education and Training Professional Development and Technology Center
Attn: JST Operation Center N615
6490 Saufley Field Road
Pensacola, FL 32509
Phone: 1-877-838-1659
Comm: 757-492-4684
FAX: 757-492-5095
DSN: 492-4684
Email: VEC@navy.mil

VOLUNTARY EDUCATION (Study guides and exam preparations and practice test located on NKO)

Academic skills _____ NCPACE _____CLEP _____DSST _____TA _____MGIB _____Post 9/11 GIB_____

E6 REQUIRED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Chief Petty Officer Selectee Leadership Course	Command Delivered	CPPD-LEAD09-004	30 hours	
ADAMS for Supervisors	Various Locations	S-501-0120	8 hours	
ADAMS for Facilitators	Various Locations	S-501-0110	16 hours	
Ethics Training	Command Delivered			
Required General Military Training Topics For FY 2016 (Standardized Core Training) [1]				
Antiterrorism Level I Awareness	NKO/Command Delivered	CENSECFOR-AT-010-1.0		
Combating Trafficking in Persons General Awareness	NKO/Command Delivered	DOD-CTIP-1.0		
Counterintelligence Awareness and Reporting	NKO/Command Delivered	DOD-CIAR-1.0		
Cyber Awareness Challenge V3	NKO/Command Delivered	DOD-IAA-V13.0		
Operations Security (Uncle Sam's OPSEC)	NKO/Command Delivered	NIOC-USOPSEC-2.0		
Privacy and Personally Identifiable Information	NKO/Command Delivered	DOD-PII-2.0		
Records Management	NKO/Command Delivered	DOR-RM-010-1.1		
Sexual Assault Prevention and Response Awareness (SAPR)	Command Delivered	CPPD-GMT-SAPRA-1.0 CC		
Equal Opportunity/Sexual Harassment/Grievance Procedures [2]	Command Delivered	CPPD-GMT-EOSH-1.0		
Suicide Prevention	Command Delivered	CPPD-GMT-SAP-1.0		
Required General Military Training Topics For FY 2016 (Command-Assigned Readiness –Enhancement topics; biennial periodicity) [3]				
Alcohol, Drug, and Tobacco Awareness	Command Delivered	CPPD-GMT-ADTA-1.0		
Domestic Violence Prevention and Reporting	NKO/Command Delivered	CPPD-GMT-DV-1.0		
Sexual Health and Responsibility	NKO/Command Delivered	CPPD-GMT-SHR-1.0		
Stress Management	Command Delivered	CPPD-GMT-SM-1.0		

1 - Verify GMT topics on NKO GMT web page.
2 - Course should be delivered in conjunction with SAPR. If not practicable, separate training is still required.
3 - Topics to be delivered once per deployment cycle. If deployment cycle is not applicable or exceeds two years between deployments, then deliver once every two years.

E6 REQUIRED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	NRTC	NAVEDTRA 14295B		
Customer Service	NRTC	NAVEDTRA 14056		
Immunization Basic Course	NMO	MILVAX		
TRICARE Fundamentals	TRICARE UNIVERSITY			
MHS HIPAA courses	Military Health System Learning Portal (MHS)			
Chemical, Biological, Radiological (CBR) Personnel Casualty Treatment	NKO E-Learning	CNE-EPOC-ELO-29.01.01.03-00001	2 hours	
BLS Healthcare Provider Course	Command Delivered		4 hours	
Navy Enlisted Occupational Standards	NPC	NAVPERS 18068F		
Expeditionary Medicine - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0		

E6 RECOMMENDED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Leadership Core Continuum (LCC)	Command Delivered	CPPD10-LCC (Series)	6 hours	
Military Requirements for Chief Petty Officer (EDITION 1/1/1991)		NAVEDTRA 14144		
Basic Enlisted Professional Military Education (BEPME)	NKO	Military DON/ PME	20 hours	
Block 1 Basic EPME - Introduction	NKO	EPME-BASIC-B1		
Block 2 Basic EPME - Navy History and Heritage	NKO	EPME-BASIC-B2		
Block 3 Basic EPME - The Navy Professional	NKO	EPME-BASIC-B3		
Block 4 Basic EPME - Organization and Guidance	NKO	EPME-BASIC-B4		
Block 5 Basic EPME - Planning	NKO	EPME-BASIC-B5		
Block 6 Basic EPME - Regional Expertise and Cultural Awareness	NKO	EPME-BASIC-B6		
Block 7 Basic EPME - Technology for the Warfighter	NKO	EPME-BASIC-B7		
Block 8 Basic EPME - Conclusion	NKO	EPME-BASIC-B8		
Navy Reserve Fundamentals for Active Duty Course	NKO	NAVRESFOR-NRF-3.0	10 hours	
Nutrition	NKO	NMHCI2107V2.1	1 hour	
Culture	NKO or College Course	Foreign Language and Culture	45 hours	
Communication	College Course		45 hours	
English 101	College Course		45 hours	
English Reading	College Course		45 hours	
English Writing	College Course		45 hours	
Geography	College Course		45 hours	
History	College Course		45 hours	
Humanities	College Course		45 hours	
Language and Literature Study Guides	College Course		45 hours	
Math	College Course		45 hours	
Physical Sciences	College Course		45 hours	
Social Sciences	College Course		45 hours	
Speech	College Course		45 hours	
Recommended General Military Training Topics For FY 2016 (Delivery determined by command discretion) [1]				
Energy Policy	Command Delivered	OPNAV-GMTE-1.0		
Hazing Policy and Prevention	Command Delivered	CPPD-GMT-HPP-1.0		
Operational Risk Management	NKO/Command Delivered	CPPD-GMT-ORM-1.0		
Personal Financial Management	Command Delivered	CPPD-GMT-PFM16-1.0		
Physical Readiness	NKO/Command Delivered	CPPD-GMT-PRT-2.0		

1 - Verify GMT topics on NKO GMT web page.

Courses with Recommended Reserve Points:

Commander Navy Reserve Forces (CNRF) N7 determines the number of reserve points awarded for completion of a course taken on Navy E-Learning. This listing should only be used as a guide and is subject to change by direction of CNFR N7.

Navy E-Learning has no control over how many, if any, reserve points are eventually awarded for the completion of a course. All questions concerning the award of reserve points should be directed to CNFR N7.

E6 RECOMMENDED RESERVE PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NROWS Orders Administration Course	NKO	R-500-0140/02PG /DoN	8 hours	
Naval Reserve Center Commanding Officer Officer In Charge	NKO	CNRFC-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRFC-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRFC-MSC101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRFC-NPSAP-2 /DoN 0	23 hours	

E6 RECOMMENDED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Reserve Center Medical Administration	New Orleans/NKO E-Learning	R-500-0007	5 days	
13 Heat Stress Program Fundamentals-WBGT	NKO E-Learning	CNE-BECC-0130-1.0	1 hour	
Heat Stress Afloat	NKO E-Learning	NMCPHC-HAS-1.0	1 hour	
Environmental Injuries	NKO E-Learning	NMHCI4207V2 DON	2 hours	
Plant Pest and Vegetation Management	CA/FL	B-322-1071	4 days	
Arthropod and Vertebrate Pest Management	CA/FL	B-322-1072	10 days	
DOD Pest Management Recertification	CA/FL/HI	B-322-1074	3 days	
Shipboard Pest Management	CA/FL/HI/VA	B-322-1075	2 days	
Operational Entomology Training	CA/FL	B-322-1077	10 days	
Casualty Treatment Training Course	CA	B-330-0012	4 days	
DOD Smallpox Vaccination	Navy Med. Online	MILVAX		
TRICARE Online Courses	TRICARE UNIVERSITY	Various Courses		
MHS Clinical Quality Management Courses	MHS Online Ed	Various Courses		
Navy Trauma Training Center	NMOTC Pensacola, FL	Navy Trauma Training Center	21 days	
Aviation Medicine for the IDC	NKO E-Learning	NMMPTE-AMIDC-1.0	1 hour	
Triage and Surgical Procedures	NKO E-Learning	CNET10090	8 hours	
How to Identify and Provide Non-Surgical Treatment of Airway Obstruction	NKO E-Learning	CNET11439	1 hour	
Burn Casualty Management	NKO E-Learning	CNET12623	15 hours	
Envenomations and Poisonings Reference	NKO E-Learning	CNET12639	1 hour	
Chemical, Biological, Radiation, and Nuclear Explosive Casualties	NKO E-Learning	NMHCI4407V2.1	1 hour	
BMDOC Unit 1: Organizational Structure, Relationships, and Policy Courses	NKO E-Learning	NM-11-BMDOC-U1-3.0	2 hours	
BMDOC Unit 2: Utilization and Management of Resources Courses	NKO E-Learning	NM-11-BMDOC-U2-3.0	2 hours	
BMDOC Unit 3: Operational Policies, Procedures, and Strategies Courses	NKO E-Learning	NM-11-BMDOC-U3-3.0	2 hours	
Deployable Medical Systems (DepMeds) Readiness Training	NKO E-Learning	NMETC-DMS-01	40 hours	
Health Aspects of Marine Sanitation	NKO E-Learning	NMETC-HAMSD-1.0	2 hours	
Hearing Conservation	NKO E-Learning	NMCPHC-HC-1.0	1 hour	
Navy Medicine Public Affairs--120 Day Survival Kit	NKO E-Learning	NMETC-NMPA-1	1 hour	
Optician Sustainment Training	NKO E-Learning	NMETC-OST-3	4 hours	
Water Sanitation Afloat	NKO E-Learning	NMETC-WSA-1.0	1 hour	
FDPMU Orientation Training Course	NKO E-Learning	CFHP-FDPMU-OTC-1.0	5 hours	
Navy Health Promotions Basics Course Level 1	NKO E-Learning	NMHPB081	8 hours	
HRO - 120 Day Survival Kit	NKO E-Learning	NMHRO071	2 hours	
Sexual Assault Prevention and Response Course	NKO E-Learning	NMSAPR071	2 hours	
Operational Medicine 2007	NKO E-Learning	opMED2007	3 hours	
Virtual NH courses by systems	Virtual Naval Hospital			
Jouneyman Instructor Training (JIT)	NKO E-Learning	CPPD-JIT-0010-1.0	1 hour	
Enlisted Advancement Program (EAP)	Local Command			
Tactical Combat Casualty Care (TCCCT) Train-the-Trainer Course	West Coast - Naval Expeditionary Medicine Institute (Camp Pendleton, CA)	B-300-4000	3 days TCCC-P should be completed prior to attending the Instructor course	

NAVY PROFESSIONAL READING PROGRAM (PRP)

The purpose of the Reading Program is to facilitate the professional and personal development of all Sailors. For additional information on changes, refer to NAVADMIN 309/12 or visit http://navyreading.dodlive.mil/ or http://navy.lib.overdrive.com/ or https://wwwa.nko.navy.mil

ESSENTIAL READING

WARFIGHTING FIRST	**Completed**
1812: The Navy's War *by George C. Daughan*	
Cybersecurity and Cyberwar: What Everyone Needs to Know *by P.W. Singer*	
SEAL of Honor *by Gary Williams*	
Leading with the Heart *by Mike Krzyzewski, Donald T. Phillips, and Grant Hill*	
The Twilight War *by David Crist*	
Wake of the Wahoo *by Forest J. Sterling*	
OPERATE FORWARD	**Completed**
The Crisis of Islam *by Bernard Lewis*	
Execute Against Japan *by LT Joel Holwitt, USN*	
Monsoon *by Robert Kaplan*	
Neptune's Inferno *by James D. Hornfischer*	
Red Star Over the Pacific *by Toshi Yoshihara and James Holmes*	
Fallout *by Catherine Collins and Douglas Frantz*	
BE READY	**Completed**
A Sailor's History of the U.S. Navy *by Thomas Cutler*	
In the Shadow of Greatness *by Joshua Welle, John Ennis, Katherine Kranz and Graham Plaster*	
Navigating the Seven Seas *by Melvin G. Williams, Sr. and Melvin G. Williams, Jr.*	
The Trident: The Forging and Reforging of a Navy SEAL Leader *by Jason Redman and John Bruning*	
Turn the Ship Around *by David Marquet*	
Wired for War *by P.W. Singer*	

Twenty-four additional books are categorized as "recommended reading," and are available as electronic books (e-books). Many can be downloaded at no cost through the Navy general library program site on Navy Knowledge On-line (NKO).

The entire list, with book summaries and additional information is available at http://navyreading.dodlive.mil/

The CNO-PRP has been streamlined to make our Navy's reading program more interactive, affordable, and wherever possible, electronically accessible. To that end: a number of the titles will be available for free at the NKO portal at https://wwwa.nko.navy.mil.

- Click on the reference tab, then e-library audio and e-books tab.
- In order to download books, an "overdrive" account is required. On the top right, click on the overdrive window and follow the prompts.
- Then, not only are the PRP books available, but also hundreds of other items.

Note: Security restrictions preclude downloading via Navy owned computers, so downloading them to personally-owned devices will be required.

E6 RECOMMENDED COMMUNITY READING

Title	Completed
Flags of our Fathers *by James Bradley*	
Doc: Heroic Stories of Medics, Corpsmen, and Surgeons in Combat *by Mark R. Littleton*	
Corpsman Up *by Paul Baviello*	
A Corpsman's Legacy: He continues to Heal Others Through a Daughter He never Knew *by Stephanie Hanson*	
Corpsman Up! *by Charlie 'Doc' Rose*	
Not On My Watch: The 21st Century Combat Medic *by Joshua M. Peters, Joshua R. Fansler*	
On Call In Hell: A Doctor's Iraq War Story *by CDR Richard Jadick*	
A Doctor Looks at War: My Year in Iraq *by Michael C. Hodges*	
Medics at War: Military Medicine from Colonial Times to the 21st Century *by John T. Greenwood, F. Clifton Berry Jr.*	
Medic!: How I Fought World War II *by Morphine, Sulfa, and Iodine Swabs*	
Combat Medic: World war II *by John A. Kerner*	
Lone Survivor: The Eyewitness Account of Operation Redwing and the Lost Heroes of SEAL Team 10 *by Marcus Luttrell*	
My Men Are My Heroes: the Brad Kasal Story *by Nathaniel R. Helms*	
In the Company Of Heroes *by Michael J. Durant*	
Combat Corpsman *by Greg McPartlin*	

Hospital Corpsman
Chief Petty Officer
(Master)

NAME_____

SKILL TRAINING

(Schools, courses and assignments directly related to occupation)

REQUIRED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Basic	Fort Sam Houston, TX	B-300-0010	96 days	
Dental Assistant (8701)	Fort Sam Houston, TX	B-300-3300	40 days	
ExMed. - Combat related field skills	NKO E-Learning	NMEMCRFS061	8 hours	
ExMed. - Non-Combat related field skills	NKO E-Learning	NMEMNCRFS061	4 hours	
ExMed. - Patient Movement	NKO E-Learning	NMEMPATMOV061	2 hours	
ExMed. - Shipboard Operations	NKO E-Learning	NMEMSHIPOP061	4 hours	
ExMed. - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0	1 hour	
Enlisted Warfare Qualification [1]				

1 - Required if afforded the opportunity

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	Navy Advancement Center	NAVEDTRA 14295B		
FMTB	FMTB East/West	B-300-0013	54 days	
Sickcall Screener Course	Local CMD training			
Cold Weather Medicine [1]	NOMI Pensacola	B-300-0036	16 days	
Mountain Medicine [1]	NOMI Pensacola MMED	B-300-0023	18 days	
Surface Force Medical Indoc [1]	Japan, San Diego, Norfolk	B-300-1000	5 days	
MRRS + SAMS [1]	SPAWAR			
Field Management of Chemical & Biological Casualties [1]	Various	6H-F37/300-F31		
Fleet Hospital I & O	Local Fleet Hospital			
Fleet Hospital Field Training	NOMI/NEMTI	B-300-2404	8 days	
AV / Hearing Acuity	EPMU	B-300-0140	5 days	
DMLSS inventory mgmt [1]	CA/FL/NC/VA/WA Japan/Cuba	NAVMEDLOGCOM non-Cantrac		
Industrial Noise Safety Manager	IL/LA/Japan/Various Locations	A-493-0092	1 day	
Executive Medical Department Enlisted Course (EMDEC)	NMPDC Bethesda, MD	B-300-1789	12 days	
Clinic MGMT Course	NMPDC Local CMD	B-6I-2200	4 days	
POMI Course [1]	NMPDC Bethesda, MD	B-6I-2310	19 days	
Joint Medical Planners Course [1]	NMPDC Bethesda, MD	B-6I-2400	19 days	
Patient Administration [1]	NMPDC Bethesda, MD	B-6I-0002	26 days	
Intro to Expeditionary Logistics [1]	NSCS Newport, RI	A-8B-0055	12 days	
Transportation of Hazardous Materials [1]	San Diego,CA Norfolk, VA	A-822-0012	2 weeks	
Combat Skills [1]	Lejeune NC/Pendleton CA	MC Training Team non-Cantrac		
Tactical Combat Casualty Care Provider (TCCCP) Course [2]	Camp Pendleton, CA	B-300-4010	3 days	

1 - Billet specific
2 - BUMED INSTRUCTION 1510.25

NAVY ENLISTED CLASSIFICATION CODE (NEC) OPPORTUNITIES

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
8402 - Submarine Force Independent Duty Corpsman; E5-E7	Groton, CT	B-300-0001	365 days	
8403 - Fleet Marine Force Reconnaissance Independent Duty Corpsman; E5-E7	Ft. Bragg, NC	B-300-2403	138 days	
8404 - Field Medical Service Technician; E1-E9	Camp Lejeune, NC / Camp Pendleton, CA	B-300-0013	54 days	
8425 - Surface Force Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0019	348 days	
8432 - Preventive Medicine Technician; E1-E6	Ft. Sam Houston, TX	B-322-0012	164 days	
8494 - Deep Sea Diving Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0022	348 days	
8496 - Mortician; E3-E7	N/A	State License		
9502 - Navy Instructor Training Course (NITC)	Various Locations	A-012-0077	19 days	
9588 - Command Career Counselor Course	Norfolk, VA / San Diego, CA	A-501-0011	26 days	
SHORE SPECIAL PROGRAMS				
9508 - Recruit/Assistant Recruit Company Commander/Recruit Instructor	Great Lakes, IL	A-012-0037	13 weeks	
9585 - Recruiter	NATTC, Pensacola, FL	S-501-0020	33 days	
9522 - Drug and Alcohol Counselor/Substance Abuse Rehabilitation Program [1]	San Diego, CA	B-302-0001	72 days	
9515 - Equal Opportunity Advisor [1]	Patrick AFB, FL	P-561-0001 A-500-0061	110 days	
SEA SPECIAL PROGRAMS				
0167 - LCAC CRAFTMASTER	Coronado, CA / Little Creek, VA	K-062-0100	117 days	
9579 - Chief of the Boat (COB) [1]	Newport, RI	A-570-4500	2 weeks	

Note: Many NEC's have prerequisites to apply. Some schools will waiver pay grade restrictions on a case by case basis. Some Schools accept "pipeline" students directly from Hospital Corpsman Basic. School details can be found on the CANTRAC. Some NEC's are dropped after being advanced to E7/8/9.
1 - Special Program with possibility of sea duty.

JOB DESCRIPTION

Hosptial Corpsman (HM) in paygrade E7 (Chief Hospital Corpsman/HMC), able to perform the duties required for HM1; assists in patient transport. Specific tasks include evaluating command quality assurance program for patient safety; monitoring command medical readiness and joint medical operational plans; coordinating medical evacuations; determining medical training needs for the crew; instructing medical personnel on triage procedures; providing post-mortem care; mediating problems between doctor, staff, and patient; planning, supervising, and coordinating health care programs; analyzing human capital assessments for accuracy and adequacy; preparing directives and instructions for attaining organizational objectives and improving operations; establishing a program for interviewing, evaluating, and assigning personnel for maximum usage; providing patient, family, and career counseling and mentoring; presenting analytical briefings to executive steering committees; managing military, civic, and political projects; and providing instruction on counseling and mentoring on career and medical department training opportunities.

RECOMMENDED BILLET ASSIGNMENTS

As a member of the Navy's largest rating, Hospital Corpsman (HM), you are exposed to a wide range of diverse training and Navy Enlisted Classification (NEC) opportunities. Whether stationed at a deployable unit or Medical Treatment Facility (MTF), they have opportunities to perform a significant role as part of a larger team. Regardless of duty station, they are expected to be relied upon more by junior personnel acting as both mentor and trainer, while simultaneously being held to a higher standard of technical expertise by seniors. If an Enlisted Warfare designation has not yet been earned, every effort should be made to choose orders that will provide the greatest opportunity to qualify for a warfare device. As a Chief Hospital Corpsman, now is the time to seek challenging and diverse assignments that maintain your sea/shore rotation. Challenging sea rotations include shipboard duty, Fleet Marine Force, Seabees, Fleet Surgical Teams, and various Navy Expeditionary Combat Command duties. Demanding Shore duty rotational billets include Instructor Duty, Major Medical Treatment Facilities, Inspector & Instructor (I&I) duty and various overseas assignments.

PERSONAL AND PROFESSIONAL DEVELOPMENT (Completed at reporting 30 day Career Development Board)

Command Address: _____ QD Phone Number: _____

_____

Division Officer: _____ Phone Number: _____

Leading Chief Petty Officer: _____ Phone Number: _____

Leading Petty Officer: _____ Phone Number: _____

Sponsor/Mentor: _____ Phone Number: _____

Depart/Division Career Counselor: _____ Phone Number: _____

ADSD: _____ REPORT DATE: _____ EAOS: _____ PRD: _____ SEA / SHORE: _____/____
PAYGRADE E7 (3 Years time in service required to be eligible for advancement to E-8)

Date Advanced: _____ Eligible Advancement Date: _____ Number of times up: _____ HYT Date: _____

Security Clearance Level: _____ Date Last updated: _____ Command INDOC complete: _____

CAREER DEVELOPMENT BOARDS: Use OPNAVINST 1040.11(ser) & Career Counselor Handbook NAVPERS 15878
(E7) Reason for Convening/Discussion Items: (Upon completion update (CIMS) Career Information Management System)

Reporting (within 30 days for active duty or three drill weekends for SELRES) (Date Conducted): _____

6 Month: _____ 12 Month: _____ 24 Month: _____36 Month: _____48 Month: _____

60 Month: _____ CPO 365: _____ Special Program: _____ Member Request: _____

HYT 24 months (Date): _____ HYT 12 months (Date): _____ HYT Waiver Date: _____Approve/Disapprove

CMS/ID 13 months to PRD: _____ Transfer: _____

Rating Conversion: _____ Navy Formal Training Schools Request ("A"/"C"etc): _____

Early Separation: _____ Fleet Reserve Retirement Options:_____

Physical Fitness Test Failure: _____ Career Status Bonus (election message received): _____

Advancement Center: Visit NKO Navy Advancement page located under the Career Management Tab
(Items to collect/discuss: Bibliography for Advancement, Enlisted Advancement Exam Strategy Guide, Profile Sheets)

Non-Select: _____

Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series):

Commissioning Programs Applications: _____ (prior to submission, command endorsement):_____

Medical Enlisted Commissioning Program (MECP) _____ Medical Service Corps In-service Procurement _____

Officer Candidate School _____ Limited Duty Officer _____ Chief Warrant Officer _____

Navy Leader Planning Guide: Log on to NKO and select the Leadership Tab to access this guide.

SELECTION BOARD CHECKLIST FOR CPO PROMOTION TO SCPO

Step 1 - Review your Official Record to see what documentation, qualifications, etc. may be missing or requiring an update. This should be accomplished every six months after promotion to Second Class. However, it is imperative that this is accomplished six months prior to a selection board. Check the following three major sections to verify your Official Record:

a. **BUPERS Online**: BUPERS Online (https://www.bol.navy.mil) is your main tool to ensure your record is up to date and helps you to be proactive in making the most of your promotion opportunity. You should review your:
   1. **Official Military Personnel File (OMPF)**: All active duty and reserve personnel having a BOL account, a CAC (with appropriate certificates) and a CAC-enabled computer can now view their OMPF online by selecting the OMPF option on the BOL main menu page. This is the preferred method of obtaining OMPF information to eliminate the unnecessary time-lags caused by waiting days or weeks to receive a requested CD ROM.
   2. **If Deployed:** Click on "*Request Record on CD*" to order your Official Military Personnel File (OMPF). This must be accomplished four to six months before a board convenes, which will allow time for delivery and updating of your record if required.
   3. Check your **Performance Summary Record (PSR)** and **Enlisted Summary Record (ESR)** on https://www.bol.navy.mil, click on the "*ODC, OSR, PSR, ESR*" link.
b. **Electronic Service Record (ESR)** Self-Service ESR: This can be viewed at (https://nsips.nmci.navy.mil) or on the Navy Standard Integrated Personnel System (NSIPS) ESR server onboard ship.
c. **Electronic Training Jacket (ETJ)**: Log-on to Navy Knowledge Online (NKO) and review your entire ETJ making sure that each section is correct. If not, clicking on "*Data Problems*" at the bottom of each page which will guide you on how to make corrections or updates.
d. **US Navy Awards website**: Log onto (https://awards.navy.mil/) to review any awards you may qualify for but were unaware of.

Step 2 - Submit appropriate missing documents to the selection board.

a. Selection board packages provide candidates the opportunity to submit any documents missing from the sections of their records which are viewed by the selection boards. MILPERSMAN 1070-080 specifies which documents from the enlisted permanent personnel record are provided to the selection board for review. Any documents the member has verified as missing from those sections of their permanent personnel record may be submitted as a selection board package.
b. For submissions directly to the board and for those circumstances where the eligible candidate cannot get their official record updated and confirmed prior to the selection board convening date:
   1. All correspondence should be on plain white paper for readability; paper clipped (no staples, binders, folders, or tabs) and submitted under cover letter to the president of the board. Candidates must verify the correct subject line and board number (see below) is on their cover letters to ensure their packages appear before the proper board.
   2. Correspondence must include your Full name and SSN, must be affixed and legible on all documents submitted, and must be postmarked not later than that date listed in the associated NAVADMIN and addressed to:

      NAVY PERSONNEL COMMAND CUSTOMER SERVICE CENTER
      PRESIDENT
      FY-**XX ACTIVE/RESERVE** E8 ENLISTED SELECTION BOARD **#XXX**
      5640 TICONDEROGA LOOP BLDG 768 RM E302
      MILLINGTON TN 38055
      (Active = 235 / SELRES = 205 / FTS = 206)

      (Use of special handling mail (certified or registered) is not advised due to significant delays in handling.)

c. Ensure official record reflects any individual augmentation mission. (awards, evals, NEC, etc).
d. Check http://www.npc.navy.mil/Boards/ActiveDutyEnlisted/GeneralInformation.htm to verify that the selection board has received your correspondence (if sent).

NOTE: It is highly recommended that if corrections or updates are made, review your OMPF, or if Deployed, re-order your CD-Rom to confirm changes. (NOTE: Please allow 60 days for changes to take effect)

Step 3 - After reviewing your service record - such as evaluations, awards, qualifications, etc. - start reviewing what you can do to improve yourself, such as:

a. Request a **Career Development Board (CDB)** through your chain of command.
b. Take a good, hard look at the type of **Collateral Duties** you are assigned. Review your command collateral duties instruction and talk with your COC and / or appear before the CDB. Take the tough command duties that provide the most involvement in the command as a whole and that have direct sailor support.
c. Review your current level of education to see how far along you are in earning a **college degree** and pursue **non-resident Navy courses** to expand your level of knowledge. Complete the **Navy e-Learning courses** on **NKO** that are recommended in this document.
d. Check out **OTHER Learning Opportunities** to add to your service record, such as the CANTRAC Volume I (Training Facilities) and CANTRAC Volume II (Course Descriptions). NKO at Learning > Learning Opportunities

Step 4 - Review qualifications that your rating values or requires for advancement and create a plan to earn these important pieces in the professional growth and advancement puzzle. Read the applicable NAVADMIN for additional dates and information, and review previous selection board precepts.

QUALIFICATIONS AND CERTIFICATIONS

Sea/Shore General Qualifications **Watch Standing Qualifications**	**Report Date**	**Completion Date** **(If qualification is not required place N/A in this Block)**
Ship Board Fire Fighting		
Aviation Fire Fighting		
Basic Damage Control		
Advanced Damage Control		
3M 301 Maintenance Person		
3M 302 Repair Parts/Supply Petty Officer (RPPO)		
3M 303 Work Center Supervisor (WCS)		
3M 304 Division Officer (DIVO)		
3M 305 Departmental Maintenance and Material Management (3M) Assistant		
3M 306 Department Head		
3M 307 Maintenance and Material Management (3M) Coordinator		
DC 301 Basic Damage Control (DC) Communications		
DC 302 Basic First-Aid		
DC 303 Basic Firefighting		
DC 304 Fire Watch Stander		
DC 305 Basic Chemical, Biological, and Radiological (CBR) Defense		
DC 306 Basic Damage Control (DC)		
DC 307 Advanced Damage Control (DC)		
DC 308 Team Leader		
DC 309 Advanced Chemical, Biological, and Radiological (CBR) Defense Person		
DC 310 Advanced First-Aid/Stretcher Bearer		
DC 313 Scene Leader		
DC 318 Repair Party Leader		
DC 320 Damage Control Training Team (DCTT) Member		
Medical Training Team (MTT) Trainer/Evaluator		
Medical Training Team (MTT) Team Coordinator		
Medical Training Team (MTT) Team Leader		
Integrated Training Team (ITT)		
Messenger of the Watch (MOOW)		
Petty Officer of the Watch (POOW)		
Duty Section, Section Leader		
Duty Section Senior Section Leader		
Officer of the Deck (OOD) (In Port)		
Command Duty Officer (CDO)		
Junior Officer of the Deck (JOOD)		
Officer of the Deck (OOD) (At Sea) [1]		
Antiterrorism Tactical Watch Officer (ATTWO) [1]		
Flight Deck Observer (required for AW qualification)		
Personal Qualifications Standard		

1 - Required if afforded the opportunity

Mandatory warfare qualification for enlisted Sailors assigned to designated warfare qualifying commands:

Warfare qualification programs	**Report Date**	**Completion Date** (If qualification is not required place N/A in this Block)
Aviation Warfare Specialist		
Expeditionary Warfare Specialist		
Fleet Marine Forces		
Information Dominance Warfare Specialist		
SEABEE Combat Warfare		
Special Warfare Combatant-Craft Crewman		
Submarine Specialist		
Surface Warfare Specialist		

Rate Specific/Department Qualifications (Add)	**Report Date**	**Completion Date** (If qualification is not required place N/A in this Block)
Medical Department JQR/PQS		

CERTIFICATIONS

The following post military occupations are similar to the HM-Hospital Corpsman Rating. For more information about these occupations, visit NAVY COOL at https://www.cool.navy.mil/usn/.

Occupation (Civilian Employer)
Anesthesiologist Assistants
Audio and Video Equipment Technicians
Camera and Photographic Equipment Repairers
Camera Operators, Television, Video, and Motion Picture
Cardiovascular Technologists and Technicians
Commercial Divers
Dental Assistants
Dental Hygienists
Dental Laboratory Technicians
Embalmers
Emergency Medical Technicians and Paramedics
Environmental Science and Protection Technicians, Including Health
Film and Video Editors
Funeral Attendants
Funeral Service Managers
Health Educators
Histotechnologists and Histologic Technicians
Licensed Practical and Licensed Vocational Nurses
Medical and Clinical Laboratory Technicians
Medical and Clinical Laboratory Technologists
Medical and Health Services Managers
Medical Assistants
Medical Equipment Preparers
Medical Equipment Repairers
Medical Records and Health Information Technicians
Morticians, Undertakers, and Funeral Directors
Neurodiagnostic Technologists
Nuclear Equipment Operation Technicians
Nuclear Medicine Technologists
Nursing Assistants
Occupational Health and Safety Specialists
Occupational Health and Safety Technicians
Occupational Therapy Aides
Occupational Therapy Assistants
Ophthalmic Medical Technicians
Opticians, Dispensing
Orderlies
Pharmacy Aides
Pharmacy Technicians
Phlebotomists
Photographic Process Workers and Processing Machine Operators
Physical Therapist Aides
Physical Therapist Assistants
Physician Assistants
Psychiatric Technicians
Radiation Therapists
Radiologic Technicians
Radiologic Technologists
Recreation and Fitness Studies Teachers, Postsecondary
Respiratory Therapy Technicians
Self-Enrichment Education Teachers
Skincare Specialists
Surgical Assistants
Surgical Technologists

Occupation (Federal Employer)
0018 - Safety and Occupational Health Management Series
0101 - Social Science Series
0102 - Social Science Aid and Technician Series
0180 - Psychology Series
0181 - Psychology Aid and Technician Series
0405 - Pharmacology Series
0601 - General Health Science Series
0603 - Physician Assistant Series
0610 - Nurse Series
0621 - Nursing Assistant Series
0622 - Medical Supply Aide and Technician Series
0625 - Autopsy Assistant Series
0630 - Dietitian and Nutritionist Series
0631 - Occupational Therapist Series
0633 - Physical Therapist Series
0635 - Kinesiotherapy Series
0636 - Rehabilitation Therapy Assistant Series
0638 - Recreation/Creative Arts Therapist Series
0639 - Educational Therapist Series
0640 - Health Aid and Technician Series
0642 - Nuclear Medicine Technician Series
0644 - Medical Technologist Series
0645 - Medical Technician Series
0646 - Pathology Technician Series
0647 - Diagnostic Radiologic Technologist Series
0648 - Therapeutic Radiologic Technologist Series
0650 - Medical Technical Assistant Series
0651 - Respiratory Therapist Series
0661 - Pharmacy Technician Series
0667 - Orthotist and Prosthetist Series
0668 - Podiatrist Series
0669 - Medical Records Administration Series
0670 - Health System Administration Series
0671 - Health System Specialist Series
0675 - Medical Records Technician Series
0679 - Medical Support Assistance Series
0680 - Dental Officer Series
0681 - Dental Assistant Series
0682 - Dental Hygiene Series
0683 - Dental Laboratory Aid and Technician Series
0685 - Public Health Program Specialist Series
0690 - Industrial Hygiene Series
3511 - Laboratory Working

Navy COOL: The following certifications and licenses are applicable to the HM-Hospital Corpsman rating. *They may require additional education, training or experience.*

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Academy of Professional Coders (AAPC)	Certified Professional Coder (CPC)	
E5	American Association of Bioanalysts (AAB)	Medical Technologist- Generalist (MT(AAB))	
E3	American Association of Electrodiagnostic Technologists (AAET)	Registered Nerve Conduction Study Technologist (R.NCS.T.)	
E3	American Association of Medical Assistants (AAMA)	Certified Medical Assistant (CMA)	
E3	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 1	
E4	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 2	
E5	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 3	
E5	American Board for Certification in Homeland Security (ABCHS)	Certified in Homeland Security Level V (CHS-V)	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	Contact Lens Registry Examination - NCLE- Basic	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	National Opticianry Competency Examination - ABO Basic	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Electroencephalographic Technologist (R. EEG T.)	
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Evoked Potential Technician (R.EP T.)	
E5	American Board of Wound Management (ABWM)	Certified Wound Care Associate (CWCA)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Clinical Exercise Physiologist (ACSM CEP)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Exercise Physiologist (ACSM EP-C)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Personal Trainer (CPT)	
E5	American College of Sports Medicine (ACSM)	ACSM Registered Clinical Exercise Physiologist	
E5	American Correctional Association (ACA)	Certified Corrections Nurse (CCN)	
E5	American Correctional Association (ACA)	Certified Corrections Nurse Manager (CCN/M)	
E3	American Education Certification Association	Certified Clinical Medical Assistant Specialist (CCMAS)	
E3	American Education Certification Association	Certified Computer Skills Specialist (CCSS)	
E3	American Education Certification Association	Certified EKG/Electrocardiogram Technician (Clinical)	
E4	American Education Certification Association	Certified Electronic Health Record Professional (CEHRP)	
E3	American Education Certification Association	Certified Medical Administrative Assistant /Office Specialist	
E3	American Education Certification Association	Certified Medical Billing & Coding	
E3	American Education Certification Association	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	American Education Certification Association	Certified Personal Trainer Specialist	
E3	American Education Certification Association	Certified Phlebotomy Technician (Clinical)	
E4	American Education Certification Association	Certified Rehabilitation Exercise Specialist	
E5	American Education Certification Association	Certified Rehabilitation Therapy Assistant	
E3	American Education Certification Association	Certified Rehabilitation Therapy Technician	
E3	American Education Certification Association	Certified Restorative Care Assistant / Specialist	
E3	American Education Certification Association	Certified Strength & Conditioning Rehabilitation Specialist	
E5	American Health Information Management Association (AHIMA)	Certified Coding Associate (CCA)	
E6	American Health Information Management Association (AHIMA)	Certified Coding Specialist (CCS)	
E3	American Medical Certification Association (AMCA)	Clinical Medical Assistant Certification (CMAC)	
E5	American Medical Certification Association (AMCA)	Nursing Assistant Certification	
E4	American Medical Technologists (AMT)	Certified Medical Administrative Specialist (CMAS)	
E4	American Medical Technologists (AMT)	Certified Medical Laboratory Assistant (CMLA)	
E3	American Medical Technologists (AMT)	Medical Laboratory Technician (MLT)	
E3	American Medical Technologists (AMT)	Registered Dental Assistant (RDA)	
E3	American Medical Technologists (AMT)	Registered Medical Assistant (RMA)	
E3	American Medical Technologists (AMT)	Registered Phlebotomy Technician (RPT)	
E3	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric (CPO)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Assistant (CPOA)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Technician (CPOT)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Adult Echocardiography) (RDCS-AE)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Pediatric Echocardiography) (RDCS-PE)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Abdomen) (RDMS-AB)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Obstetrics and Gynecology) (RDMS-OB/GYN)	
E4	American Registry of Radiologic Technologists (ARRT)	Computed Tomography (CT)	
E4	American Registry of Radiologic Technologists (ARRT)	Fluoroscopy Exam	
E6	American Registry of Radiologic Technologists (ARRT)	Mammography	
E4	American Registry of Radiologic Technologists (ARRT)	Nuclear Medicine Technology (R.T.(N))	
E4	American Registry of Radiologic Technologists (ARRT)	Quality Management (QM)	
E4	American Registry of Radiologic Technologists (ARRT)	Radiation Therapy (R.T.(T))	
E4	American Registry of Radiologic Technologists (ARRT)	Radiography (R.T.(R))	
E4	American Registry of Radiologic Technologists (ARRT)	Registered Radiologist Assistant (R.R.A.)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Registry of Radiologic Technologists (ARRT)	Sonography	
E4	American Society for Clinical Pathology (ASCP)	Histotechnician, HT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Histotechnologist, HTL(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Medical Laboratory Technician, MLT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Phlebotomy Technician, PBT(ASCP)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray (IRSSP-X-Ray)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray and RAM (IRSSP-Combo)	
E5	American Society for Quality (ASQ)	Pharmaceutical GMP Professional	
E6	Association for Medical Imaging Management (AHRA)	Certified Radiology Administrator (CRA)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Biomedical Equipment Technician (CBET)	
E6	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Healthcare Technology Manager (CHTM)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Laboratory Equipment Specialist (CLES)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Radiology Equipment Specialist (CRES)	
E3	Association of Diving Contractors International (ADCI)	Air Diver	
E3	Association of Diving Contractors International (ADCI)	Entry Level Tender/Diver	
E5	Board of Certified Safety Professionals (BCSP)	Associate Safety Professional (ASP)	
E3	Board of Certified Safety Professionals (BCSP)	Certified Environmental, Safety & Health Trainer (CET)	
E5	Board of Certified Safety Professionals (BCSP)	Certified Safety Professional (CSP)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Nurse (CHN)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Technician (CHT)	
E4	Board of Registered Polysomnographic Technologists (BRPT)	Registered Polysomnographic Technologist (RPSGT)	
E4	Cardiovascular Credentialing International (CCI)	Certified Cardiographic Technician (CCT)	
E3	Cardiovascular Credentialing International (CCI)	Certified Rhythm Analysis Technician (CRAT)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Electrophysiology Specialist (RCES)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Sonographer (RCS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiovascular Invasive Specialist (RCIS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Vascular Specialist (RVS)	
E5	Certification Board for Radiology Practitioner Assistants	Radiology Practitioner Assistant	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Flexible Endoscope Reprocessor (CFER)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Surgical Instrument Specialist (CSIS)	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Technician (CSPDT)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing Management (CSPM)	
E4	Certification Board for Urologic Nurses and Associates (CBUNA)	Certified Urologic Associate (CUA)	
E3	Computing Technology Industry Association (CompTIA)	CompTIA Certified Technical Trainer (CTT+)	
E3	Council for Accreditation in Occupational Hearing Conservation (CAOHC)	Occupational Hearing Conservationist (OHC)	
E3	Dental Assisting National Board (DANB)	Certified Dental Assistant (CDA)	
E3	Dental Assisting National Board (DANB)	Certified Preventive Functions Dental Assistant (CPFDA)	
E3	Dental Assisting National Board (DANB)	Certified Restorative Functions Dental Assistant (CRFDA)	
E3	Dental Assisting National Board (DANB)	National Entry Level Dental Assistant (NELDA)	
E4	Electronics Technicians Association, International (ETA-I)	Associate Electronics Technician (CETa)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Electronics Technician (BMD)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Imaging Electronics Technician (BIET)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate AC (EM2)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate Analog (EM3)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Comprehensive (EM5)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate DC (EM1)	
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Digital (EM4)	
E6	Federation of State Boards of Physical Therapy (FSBPT)	National Physical Therapist Assistant Examination (NPTAE)	
E6	Institute for Safety and Health Management (ISHM)	Certified Safety and Health Manager (CSHM)	
E4	International Association of Healthcare Central Service Materiel Management (IAHCSMM)	Certified Registered Central Service Technician (CRCST)	
E6	International Board for Certification of Safety Managers	Certified Emergency Disaster Professional (CEDP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Emergency Professional (CHEP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Safety Professional (CHSP)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Environmental Services (CHS-EVS)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Long Term Care (CHS-LTC)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Cardiac Device Specialist for the Allied Professional (CCDS)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Electrophysiology Specialist for the Allied Professional (CEPS)	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Associate-Level	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Journeyman-Level - Medical	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Assistant (COA)	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Technician (COT)	
E5	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Ophthalmic Surgical Assistant (OSA)	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Examination - Part I	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Hygiene Exam (NBDHE)	
E3	Medical Dosimetrist Certification Board (MDCB)	Certified Medical Dosimetrist	
E5	National Association for Fitness Certification (NAFC)	NAFC Personal Training	
E3	National Asthma Educator Certification Board (NAECB)	Certified Asthma Educator (AE-C)	
E3	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Ceramics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Complete Dentures	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Crown and Bridge	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Implants	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Orthodontics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Partial Dentures	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Certified Occupational Therapy Assistant (COTA)	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Occupational Therapist Registered (OTR)	
E3	National Board for Certification of Orthopaedic Technologists (NBCOT)	Orthopaedic Technologist - Certified (OTC)	
E3	National Board for Respiratory Care (NBRC)	Adult Critical Care Specialty Examination (ACCS)	
E3	National Board for Respiratory Care (NBRC)	Certified Pulmonary Function Technologist (CPFT)	
E3	National Board for Respiratory Care (NBRC)	Certified Respiratory Therapist (CRT)	
E4	National Board for Respiratory Care (NBRC)	Neonatal/Pediatric Respiratory Care Specialist (CRT-NPS RRT-NPS)	
E3	National Board for Respiratory Care (NBRC)	Registered Respiratory Therapist (RRT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Certified Hyperbaric Technologist (CHT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Diving Medical Technician (DMT)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	National Board of Surgical Technology and Surgical Assisting (NBSTSA)	Certified Surgical Technologist (CST)	
E3	National Center for Competency Testing (NCCT)	Medical Assistant (NCMA)	
E3	National Center for Competency Testing (NCCT)	Medical Office Assistant (NCMOA)	
E3	National Center for Competency Testing (NCCT)	National Certified ECG Technician (NCET)	
E3	National Center for Competency Testing (NCCT)	National Certified Insurance and Coding Specialist (NCICS)	
E3	National Center for Competency Testing (NCCT)	National Certified Patient Care Technician (NCPCT)	
E3	National Center for Competency Testing (NCCT)	National Certified Phlebotomy Technician (NCPT)	
E3	National Center for Competency Testing (NCCT)	Tech in Surgery - Certified TS-C (NCCT)	
E3	National Commission for the Certification of Surgical Assistants (NCCSA)	Certified Surgical Assistant (CSA)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN)	
E6	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Registered Nurses (NCLEX-RN)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Nurse Aide Assessment Program (NNAAP)	
E3	National Environmental Health Association (NEHA)	Certified Professional - Food Safety (CP-FS)	
E3	National Environmental Health Association (NEHA)	Healthy Homes Specialist (HHS)	
E3	National Environmental Health Association (NEHA)	Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS)	
E5	National Exercise Trainers Association (NETA)	Certified Group Exercise Instructor	
E4	National Healthcareer Association (NHA)	Certified Billing and Coding Specialist (CBCS)	
E3	National Healthcareer Association (NHA)	Certified Clinical Medical Assistant (CCMA)	
E3	National Healthcareer Association (NHA)	Certified EKG Technician (CET)	
E4	National Healthcareer Association (NHA)	Certified Electronic Health Record Specialist (CEHRS)	
E3	National Healthcareer Association (NHA)	Certified Medical Administrative Assistant (CMAA)	
E3	National Healthcareer Association (NHA)	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	National Healthcareer Association (NHA)	NHA-Certified Pharmacy Technician (NHA-CPhT)	
E3	National Healthcareer Association (NHA)	NHA-Certified Phlebotomy Technician (NHA-CPT)	
E3	National Phlebotomy Association (NPA)	Certified Phlebotomist Technologist (CPT)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Responder (EMR)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Technician (EMT)	
E4	National Registry of Emergency Medical Technicians (NREMT)	National Registered Paramedic (NRP)	
E4	National Registry of Radiation Protection Technologists	Registered Radiation Protection Technologist (RRPT)	
E4	Nephrology Nursing Certification Commission (NNCB)	Certified Clinical Hemodialysis Technician (CCHT)	
E4	Nuclear Medicine Technology Certification Board (NMTCB)	Nuclear Medicine Technologist (NMT)	
E3	Pharmacy Technician Certification Board (PTCB)	PTCB-Certified Pharmacy Technician (PTCB-CPhT)	
E5	PTA Global	Certified Personal Trainer (CPT)	
E4	Radiology Coding Certification Board (RCCB)	Radiology Certified Coder	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Educator (CHSE)	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Operations Specialists (CHSOS)	
E5	The American Society of Anesthesia Technologists and Technicians	ASATT Technologist Certification (Cer.A.T.T)	
E5	World Safety Organization (WSO)	Certified Safety Specialist (WSO-CSS)	
E5	World Safety Organization (WSO)	Certified Safety Technician (WSO-CST)	

Visit Navy COOL at https://www.cool.navy.mil/usn/ for additional Credentials that you may qualify to earn; however funding may be limited to your GI Bill.

UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM (USMAP):

Rank	Apprenticeship	Date Completed
E1 - E9	Computer Operator	
E1 - E9	Dental Assistant (Medical Service)	
E1 - E9	Dental-Equipment Installer And Servicer (Wholesale Trade)	
E1 - E9	Dental-Laboratory Technician (Protective Devices)	
E1 - E9	Electromedical Equipment Repairer (Any Industry)	
E1 - E9	Electronics Tester	
E1 - E9	Emergency Medical Technician	
E1 - E9	Medical Laboratory Technician (Medical Service)	
E1 - E9	Medical Secretary (Medical Service)	
E1 - E9	Nurse Assistant (Medical Service)	
E1 - E9	Paramedic (Medical Service)	
E1 - E9	Pharmacist Assistant (Military Service)	

Visit USMAP https://usmap.netc.navy.mil/usmapss/static/index.htm for additional information.

STAY NAVY

REENLIST / EXTEND: Request Chit/Form: _____ Guaranteed Assignment in Detailing (GUARD 2000): _____

Career Management System/Interactive Detailing (CMS/ID): _____ Medical/Dental Screening: _____

Command Recommendation (evaluation): _____ Bonus: _____ Ceremony: _____

TRANSFER:

15 Months	12 Months	9 Months	6 Months	Orders Received
Exception Family Member_____	EFM____	CMS/ID____	Accept Orders_____	Screening_____
CMS/ID_____	CMS/ID_____		Reverse Sponsor_____	Obligate_____
Continuous Overseas Tours (COT) _____			Relocation (FFSC) ____	Bonus_____
Overseas Tour Extension Incentive Program (OTEIP) _____			Medical/Dental_____	

For additional assistance in transfer and relocation, go to the Military HOMEFRONT website: http://www.public.navy.mil/bupers-npc/Pages/default.aspx and visit your Fleet and Family Support Center on base.

SEPARATING/RETIRE:

18 -12 months	6 months	90 days	30 days
Transition GPS _____	MED/DEN _____	Copy of Records_____	Copy of Records _____
Complete DD2648PSD_____	Relocation _____	Official Record CD_____	PSD_____
Transition Planning_____	Relocation Services (FFSC) _____	Arrange Ceremony_____	MED/DEN _____
	Reserve Affiliation_____	Request Leave / PTDY _____	
	VA/DVA_____		

PHYSICAL FITNESS:

Participate in a year-round physical fitness program to meet Navy fitness and BCA standards. Review and verify accuracy of PFA data in PRIMS within 60 days of the PFA cycle. (PRIMS is accessible through your BUPERS Online Account)

Height_____ Weight_____ If Required (Neck_____ Waist_____ Hips (Female) _____ BCA _____)

Last 2 PRT Cycles: Curl-ups_____/_____ Push-ups_____/_____ Run/Swim/Cardio_____/____ Overall Score_____/_____

List date (if) any PRT/BCA failure(s) over the last 5 years _____/_____ List if any Medical Waiver(s)_____/_____

For more information on Navy Fitness, visit: http://www.navyfitness.org/

PROFESSIONAL MILITARY EDUCATION

(Resident and non-resident coursework designed to enhance a Sailor's general military professional knowledge and abilities)

EDUCATION: (Prior to considering any pursuit of off duty education or program enrollment VISIT YOUR NAVY COLLEGE OFFICE or call the Virtual Education Center (VEC)!!!)

Education Plan Completed (Navy College Office/VEC _____Current Education Level_____

Degree Goal_____
Various distance learning degree options are available using, Sailor and Marine Online Academic Advisor (SMOLAA)

Goal: Date: AA/AS _____ BA/BS _____ Master _____
(Credits to earn a degree - AA/AS: 60 SH/90 QH, BA/BS: 120 SH/180, QH, Master /Doctorate: Variable based on program)

Number of current credits _____ American Council on Education (ACE) recommended credits_____

SOC DNS Agreement _____ Joint Service Transcripts (JST) _____ HS Transcripts_____ College Transcripts_____

Date Degree Obtained: AA/AS _____ BA/BS _____ Master _____ Doctorate _____

For entry into JST, send official transcripts to:
Naval Education and Training Professional Development and Technology Center
Attn: JST Operation Center N615
6490 Saufley Field Road
Pensacola, FL 32509
Phone: 1-877-838-1659
Comm: 757-492-4684
FAX: 757-492-5095
DSN: 492-4684
Email: VEC@navy.mil

VOLUNTARY EDUCATION (Study guides and exam preparations and practice test located on NKO)

NCPACE _____CLEP _____DSST _____TA _____MGIB _____Post 9/11 GIB_____AEV_____

CPO REQUIRED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
ADAMS for Supervisors	Various Locations	S-501-0120	8 hours	
ADAMS for Facilitators	Various Locations	S-501-0110	16 hours	
Ethics Training	Command Delivered			
Required General Military Training Topics For FY 2016 (Standardized Core Training) [1]				
Antiterrorism Level I Awareness	NKO/Command Delivered	CENSECFOR-AT-010-1.0		
Combating Trafficking in Persons General Awareness	NKO/Command Delivered	DOD-CTIP-1.0		
Counterintelligence Awareness and Reporting	NKO/Command Delivered	DOD-CIAR-1.0		
Cyber Awareness Challenge V3	NKO/Command Delivered	DOD-IAA-V13.0		
Operations Security (Uncle Sam's OPSEC)	NKO/Command Delivered	NIOC-USOPSEC-2.0		
Privacy and Personally Identifiable Information	NKO/Command Delivered	DOD-PII-2.0		
Records Management	NKO/Command Delivered	DOR-RM-010-1.1		
Sexual Assault Prevention and Response Awareness (SAPR)	Command Delivered	CPPD-GMT-SAPRA-1.0 CC		
Equal Opportunity/Sexual Harassment/Grievance Procedures [2]	Command Delivered	CPPD-GMT-EOSH-1.0		
Suicide Prevention	Command Delivered	CPPD-GMT-SAP-1.0		
Required General Military Training Topics For FY 2016 (Command-Assigned Readiness –Enhancement topics; biennial periodicity) [3]				
Alcohol, Drug, and Tobacco Awareness	Command Delivered	CPPD-GMT-ADTA-1.0		
Domestic Violence Prevention and Reporting	NKO/Command Delivered	CPPD-GMT-DV-1.0		
Sexual Health and Responsibility	NKO/Command Delivered	CPPD-GMT-SHR-1.0		
Stress Management	Command Delivered	CPPD-GMT-SM-1.0		

1 - Verify GMT topics on NKO GMT web page.
2 - Course should be delivered in conjunction with SAPR. If not practicable, separate training is still required.
3 - Topics to be delivered once per deployment cycle. If deployment cycle is not applicable or exceeds two years between deployments, then deliver once every two years.

CPO REQUIRED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	NRTC	NAVEDTRA 14295B		
Customer Service	NRTC	NAVEDTRA 14056		
Immunization Basic Course	NMO	MILVAX		
TRICARE Fundamentals	TRICARE UNIVERSITY			
MHS HIPAA courses	Military Health System Learning Portal (MHS)			
Chemical, Biological, Radiological (CBR) Personnel Casualty Treatment	NKO E-Learning	CNE-EPOC-ELO-29.01.01.03-00001	2 hours	
BLS Healthcare Provider Course	Command Delivered		4 hours	
Navy Enlisted Occupational Standards	NPC	NAVPERS 18068F		
Expeditionary Medicine - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0		

CPO RECOMMENDED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Chief's Mess Training (CMT/LCC) (21 modules available)	Command Delivered		Each Month	
Primary Enlisted Professional Military Education (PEPME)	NKO	Military DON/ PME	60 hours	
Block 1 Primary EPME - Introduction	NKO	PPME-SENL-B1		
Block 2 Primary EPME - The Culture of the Navy	NKO	PPME-SENL-B2		
Block 3 Primary EPME - Governance of the Navy	NKO	PPME-SENL-B3		
Block 4 Primary EPME - How the Navy Thinks About War	NKO	PPME-SENL-B4		
Block 5 Primary EPME - How the Navy Plans its Operations	NKO	PPME-SENL-B5		
Block 6 Primary EPME - Technology in the Maritime Domain	NKO	PPME-SENL-B6		
Block 7 Primary EPME - PME Conclusion	NKO	PPME-SENL-B7		
Joint Professional Military Education (JPME)	War College	Military DON/ PME	40 hours	
Senior Enlisted Academy	Newport RI	P-920-1300	9 weeks (DL) / 3 weeks (F2F)	
Senior Enlisted Leadership Development Guide	NKO			
Culture	NKO or College Course	Foreign Language and Culture	45 hours	
Recommended General Military Training Topics For FY 2016 (Delivery determined by command discretion) [1]				
Energy Policy	Command Delivered	OPNAV-GMTE-1.0		
Hazing Policy and Prevention	Command Delivered	CPPD-GMT-HPP-1.0		
Operational Risk Management	NKO/Command Delivered	CPPD-GMT-ORM-1.0		
Personal Financial Management	Command Delivered	CPPD-GMT-PFM16-1.0		
Physical Readiness	NKO/Command Delivered	CPPD-GMT-PRT-2.0		

1 - Verify GMT topics on NKO GMT web page.

Courses with Recommended Reserve Points:
Commander Navy Reserve Forces (CNRF) N7 determines the number of reserve points awarded for completion of a course taken on Navy E-Learning. This listing should only be used as a guide and is subject to change by direction of CNFR N7.
Navy E-Learning has no control over how many, if any, reserve points are eventually awarded for the completion of a course. All questions concerning the award of reserve points should be directed to CNFR N7.

CPO RECOMMENDED RESERVE PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NROWS Orders Administration Course	NKO	R-500-0140/02PG /DoN	8 hours	
Naval Reserve Center Commanding Officer Officer In Charge	NKO	CNRFC-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRFC-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRFC-MSC101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRFC-NPSAP-2 /DoN 0	23 hours	

CPO RECOMMENDED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Reserve Center Medical Administration	New Orleans/NKO E-Learning	R-500-0007	5 days	
13 Heat Stress Program Fundamentals-WBGT	NKO E-Learning	CNE-BECC-0130-1.0	1 hour	
Heat Stress Afloat	NKO E-Learning	NMCPHC-HAS-1.0	1 hour	
Environmental Injuries	NKO E-Learning	NMHCI4207V2 DON	2 hours	
Plant Pest and Vegetation Management	CA/FL	B-322-1071	4 days	
Arthropod and Vertebrate Pest Management	CA/FL	B-322-1072	10 days	
DOD Pest Management Recertification	CA/FL/HI	B-322-1074	3 days	
Shipboard Pest Management	CA/FL/HI/VA	B-322-1075	2 days	
Operational Entomology Training	CA/FL	B-322-1077	10 days	
Casualty Treatment Training Course	CA	B-330-0012	4 days	
DOD Smallpox Vaccination	Navy Med. Online	MILVAX		
TRICARE Online Courses	TRICARE UNIVERSITY	Various Courses		
MHS Clinical Quality Management Courses	MHS Online Ed	Various Courses		
Navy Trauma Training Center	NMOTC Pensacola, FL	Navy Trauma Training Center	21 days	
Aviation Medicine for the IDC	NKO E-Learning	NMMPTE-AMIDC-1.0	1 hour	
Triage and Surgical Procedures	NKO E-Learning	CNET10090	8 hours	
How to Identify and Provide Non-Surgical Treatment of Airway Obstruction	NKO E-Learning	CNET11439	1 hour	
Burn Casualty Management	NKO E-Learning	CNET12623	15 hours	
Envenomations and Poisonings Reference	NKO E-Learning	CNET12639	1 hour	
Chemical, Biological, Radiation, and Nuclear Explosive Casualties	NKO E-Learning	NMHCI4407V2.1	1 hour	
BMDOC Unit 1: Organizational Structure, Relationships, and Policy Courses	NKO E-Learning	NM-11-BMDOC-U1-3.0	2 hours	
BMDOC Unit 2: Utilization and Management of Resources Courses	NKO E-Learning	NM-11-BMDOC-U2-3.0	2 hours	
BMDOC Unit 3: Operational Policies, Procedures, and Strategies Courses	NKO E-Learning	NM-11-BMDOC-U3-3.0	2 hours	
Deployable Medical Systems (DepMeds) Readiness Training	NKO E-Learning	NMETC-DMS-01	40 hours	
Health Aspects of Marine Sanitation	NKO E-Learning	NMETC-HAMSD-1.0	2 hours	
Hearing Conservation	NKO E-Learning	NMCPHC-HC-1.0	1 hour	
Navy Medicine Public Affairs--120 Day Survival Kit	NKO E-Learning	NMETC-NMPA-1	1 hour	
Optician Sustainment Training	NKO E-Learning	NMETC-OST-3	4 hours	
Water Sanitation Afloat	NKO E-Learning	NMETC-WSA-1.0	1 hour	
FDPMU Orientation Training Course	NKO E-Learning	CFHP-FDPMU-OTC-1.0	5 hours	
Navy Health Promotions Basics Course Level 1	NKO E-Learning	NMHPB081	8 hours	
HRO - 120 Day Survival Kit	NKO E-Learning	NMHRO071	2 hours	
Sexual Assault Prevention and Response Course	NKO E-Learning	NMSAPR071	2 hours	
Operational Medicine 2007	NKO E-Learning	opMED2007	3 hours	
Virtual NH courses by systems	Virtual Naval Hospital			
Jouneyman Instructor Training (JIT)	NKO E-Learning	CPPD-JIT-0010-1.0	1 hour	
Enlisted Advancement Program (EAP)	Local Command			
Tactical Combat Casualty Care (TCCCT) Train-the-Trainer Course	West Coast - Naval Expeditionary Medicine Institute (Camp Pendleton, CA)	B-300-4000	3 days TCCC-P should be completed prior to attending the Instructor course	

NAVY PROFESSIONAL READING PROGRAM (PRP)

The purpose of the Reading Program is to facilitate the professional and personal development of all Sailors. For additional information on changes, refer to NAVADMIN 309/12 or visit http://navyreading.dodlive.mil/ or http://navy.lib.overdrive.com/ or https://wwwa.nko.navy.mil

ESSENTIAL READING

WARFIGHTING FIRST	**Completed**
1812: The Navy's War *by George C. Daughan*	
Cybersecurity and Cyberwar: What Everyone Needs to Know *by P.W. Singer*	
SEAL of Honor *by Gary Williams*	
Leading with the Heart *by Mike Krzyzewski, Donald T. Phillips, and Grant Hill*	
The Twilight War *by David Crist*	
Wake of the Wahoo *by Forest J. Sterling*	
OPERATE FORWARD	**Completed**
The Crisis of Islam *by Bernard Lewis*	
Execute Against Japan *by LT Joel Holwitt, USN*	
Monsoon *by Robert Kaplan*	
Neptune's Inferno *by James D. Hornfischer*	
Red Star Over the Pacific *by Toshi Yoshihara and James Holmes*	
Fallout *by Catherine Collins and Douglas Frantz*	
BE READY	**Completed**
A Sailor's History of the U.S. Navy *by Thomas Cutler*	
In the Shadow of Greatness *by Joshua Welle, John Ennis, Katherine Kranz and Graham Plaster*	
Navigating the Seven Seas *by Melvin G. Williams, Sr. and Melvin G. Williams, Jr.*	
The Trident: The Forging and Reforging of a Navy SEAL Leader *by Jason Redman and John Bruning*	
Turn the Ship Around *by David Marquet*	
Wired for War *by P.W. Singer*	

Twenty-four additional books are categorized as "recommended reading," and are available as electronic books (e-books). Many can be downloaded at no cost through the Navy general library program site on Navy Knowledge On-line (NKO).

The entire list, with book summaries and additional information is available at http://navyreading.dodlive.mil/

The CNO-PRP has been streamlined to make our Navy's reading program more interactive, affordable, and wherever possible, electronically accessible. To that end: a number of the titles will be available for free at the NKO portal at https://wwwa.nko.navy.mil.

- Click on the reference tab, then e-library audio and e-books tab.
- In order to download books, an "overdrive" account is required. On the top right, click on the overdrive window and follow the prompts.
- Then, not only are the PRP books available, but also hundreds of other items.

Note: Security restrictions preclude downloading via Navy owned computers, so downloading them to personally-owned devices will be required.

CPO RECOMMENDED COMMUNITY READING

Title	Completed
Flags of our Fathers *by James Bradley*	
Doc: Heroic Stories of Medics, Corpsmen, and Surgeons in Combat *by Mark R. Littleton*	
Corpsman Up *by Paul Baviello*	
A Corpsman's Legacy: He continues to Heal Others Through a Daughter He never Knew *by Stephanie Hanson*	
Corpsman Up! *by Charlie 'Doc' Rose*	
Not On My Watch: The 21st Century Combat Medic *by Joshua M. Peters, Joshua R. Fansler*	
On Call In Hell: A Doctor's Iraq War Story *by CDR Richard Jadick*	
A Doctor Looks at War: My Year in Iraq *by Michael C. Hodges*	
Medics at War: Military Medicine from Colonial Times to the 21st Century *by John T. Greenwood, F. Clifton Berry Jr.*	
Medic!: How I Fought World War II *by Morphine, Sulfa, and Iodine Swabs*	
Combat Medic: World war II *by John A. Kerner*	
Lone Survivor: The Eyewitness Account of Operation Redwing and the Lost Heroes of SEAL Team 10 *by Marcus Luttrell*	
My Men Are My Heroes: the Brad Kasal Story *by Nathaniel R. Helms*	
In the Company Of Heroes *by Michael J. Durant*	
Combat Corpsman *by Greg McPartlin*	

Hospital Corpsman
Senior Chief Petty Officer
(Master)

NAME_____

SKILL TRAINING

(Schools, courses and assignments directly related to occupation)

REQUIRED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Basic	Fort Sam Houston, TX	B-300-0010	96 days	
Dental Assistant (8701)	Fort Sam Houston, TX	B-300-3300	40 days	
ExMed. - Combat related field skills	NKO E-Learning	NMEMCRFS061	8 hours	
ExMed. - Non-Combat related field skills	NKO E-Learning	NMEMNCRFS061	4 hours	
ExMed. - Patient Movement	NKO E-Learning	NMEMPATMOV061	2 hours	
ExMed. - Shipboard Operations	NKO E-Learning	NMEMSHIPOP061	4 hours	
ExMed. - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0	1 hour	
Enlisted Warfare Qualification [1]				

1 - Required if afforded the opportunity

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	Navy Advancement Center	NAVEDTRA 14295B		
FMTB	FMTB East/West	B-300-0013	54 days	
HMSB	Local CMD			
Sickcall Screener Course	Local CMD training			
Cold Weather Medicine [1]	NOMI Pensacola	B-300-0036	16 days	
Mountain Medicine [1]	NOMI Pensacola MMED	B-300-0023	18 days	
Surface Force Medical Indoc [1]	Japan, San Diego, Norfolk	B-300-1000	5 days	
MRRS + SAMS [1]	SPAWAR			
Field Management of Chemical & Biological Casualties [1]	Various	6H-F37/300-F31		
Fleet Hospital I & O	Local Fleet Hospital			
Fleet Hospital Field Training	NOMI/NEMTI	B-300-2404	8 days	
AV / Hearing Acuity	EPMU	B-300-0140	5 days	
DMLSS inventory mgmt [1]	CA/FL/NC/VA/WA Japan/Cuba	NAVMEDLOGCOM non-Cantrac		
Industrial Noise Safety Manager	IL/LA/Japan/Various Locations	A-493-0092	1 day	
Executive Medical Department Enlisted Course (EMDEC)	NMPDC Bethesda, MD	B-300-1789	12 days	
Clinic MGMT Course	NMPDC Local CMD	B-6I-2200	4 days	
POMI Course [1]	NMPDC Bethesda, MD	B-6I-2310	19 days	
Joint Medical Planners Course [1]	NMPDC Bethesda, MD	B-6I-2400	19 days	
Patient Administration [1]	NMPDC Bethesda, MD	B-6I-0002	26 days	
Intro to Expeditionary Logistics [1]	NSCS Newport, RI	A-8B-0055	12 days	
Transportation of Hazardous Materials [1]	San Diego,CA Norfolk, VA	A-822-0012	2 weeks	
Combat Skills [1]	Lejeune NC/Pendleton CA	MC Training Team non-Cantrac		
Tactical Combat Casualty Care Provider (TCCCP) Course [2]	Camp Pendleton, CA	B-300-4010	3 days	

1 - Billet specific
2 - BUMED INSTRUCTION 1510.25

NAVY ENLISTED CLASSIFICATION CODE (NEC) OPPORTUNITIES

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
8402 - Submarine Force Independent Duty Corpsman; E5-E7	Groton, CT	B-300-0001	365 days	
8403 - Fleet Marine Force Reconnaissance Independent Duty Corpsman; E5-E7	Ft. Bragg, NC	B-300-2403	138 days	
8404 - Field Medical Service Technician; E1-E9	Camp Lejeune, NC / Camp Pendleton, CA	B-300-0013	54 days	
8425 - Surface Force Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0019	348 days	
8494 - Deep Sea Diving Independent Duty Corpsman; E5-E7	San Diego, CA	B-300-0022	348 days	
8496 - Mortician; E3-E7	N/A	State License		
9502 - Navy Instructor Training Course (NITC)	Various Locations	A-012-0077	19 days	
9588 - Command Career Counselor Course	Norfolk, VA / San Diego, CA	A-501-0011	26 days	
9578 - Command Senior Chief (CMDCS) [1]	Newport, RI	A-570-4500	12 days	
SHORE SPECIAL PROGRAMS				
9508 - Recruit/Assistant Recruit Company Commander/Recruit Instructor	Great Lakes, IL	A-012-0037	13 weeks	
9585 - Recruiter	NATTC, Pensacola, FL	S-501-0020	33 days	
9522 - Drug and Alcohol Counselor/Substance Abuse Rehabilitation Program [1]	San Diego, CA	B-302-0001	72 days	
9515 - Equal Opportunity Advisor [1]	Patrick AFB, FL	P-561-0001 A-500-0061	110 days	
SEA SPECIAL PROGRAMS				
0167 - LCAC CRAFTMASTER	Coronado, CA / Little Creek, VA	K-062-0100	117 days	

Note: Many NEC's have prerequisites to apply. Some schools will waiver pay grade restrictions on a case by case basis. Some Schools accept "pipeline" students directly from Hospital Corpsman Basic. School details can be found on the CANTRAC. Some NEC's are dropped after being advanced to E7/8/9.
1 - Special Program with possibility of sea duty

JOB DESCRIPTION

Hosptial Corpsman (HM) in paygrade E8 (Senior Chief Hospital Corpsman/HMCS), able to perform the duties required for HMC; specific tasks include evaluating command quality assurance program for patient safety; monitoring command medical readiness and joint medical operational plans; coordinating medical evacuations; determining medical training needs for the crew; instructing medical personnel on triage procedures; providing post-mortem care; mediating problems between doctor, staff, and patient; planning, supervising, and coordinating health care programs; analyzing human capital assessments for accuracy and adequacy; preparing directives and instructions for attaining organizational objectives and improving operations; establishing a program for interviewing, evaluating, and assigning personnel for maximum usage; providing patient, family, and career counseling and mentoring; presenting analytical briefings to executive steering committees; managing military, civic, and political projects; and providing instruction on counseling and mentoring on career and medical department training opportunities.

RECOMMENDED BILLET ASSIGNMENTS

As a member of the Navy's largest rating, Hospital Corpsman (HM), you are exposed to a wide range of diverse training and Navy Enlisted Classification (NEC) opportunities. Whether stationed at a deployable unit or Medical Treatment Facility (MTF), they have opportunities to perform a significant role as part of a larger team. Regardless of duty station, they are expected to be relied upon more by junior personnel acting as both mentor and trainer, while simultaneously being held to a higher standard of technical expertise by seniors. As a Senior Chief Hospital Corpsman, continue to seek challenging and diverse assignments that maintain your sea/shore rotation. Challenging sea rotations include shipboard duty, Fleet Marine Force, Seabees, Fleet Surgical Teams, and various Navy Expeditionary Combat Command duties. Demanding Shore duty rotational billets include Instructor Duty, Major Medical Treatment Facilities, Inspector & Instructor (I&I) duty and various overseas assignments.

PERSONAL AND PROFESSIONAL DEVELOPMENT (Completed at reporting 30 day Career Development Board)

Command Address: _____ QD Phone Number: _____

_____

Division Officer: _____ Phone Number: _____

Command Master Chief: _____ Phone Number: _____

Leading Chief Petty Officer: _____ Phone Number: _____

Sponsor/Mentor: _____ Phone Number: _____

Depart/Division Career Counselor: _____ Phone Number: _____

ADSD: _____ REPORT DATE: _____ EAOS: _____ PRD: _____ SEA / SHORE: _____/____
PAYGRADE E8 (3 Years time in service required to be eligible for advancement to E-9)

Date Advanced: _____ Eligible Advancement Date: _____ Number of times up: _____ HYT Date: _____

Security Clearance Level: _____ Date Last updated: _____ Command INDOC complete: _____

CAREER DEVELOPMENT BOARDS: Use OPNAVINST 1040.11(ser) & Career Counselor Handbook NAVPERS 15878
(E8) Reason for Convening/Discussion Items: (Upon completion update (CIMS) Career Information Management System)

Reporting (within 30 days for active duty or three drill weekends for SELRES) (Date Conducted): _____

6 Month: _____ 12 Month: _____ 24 Month: _____36 Month: _____48 Month: _____

60 Month: _____ CPO 365: _____ Special Program: _____ Member Request: _____

HYT 24 months (Date): _____ HYT 12 months (Date): _____ HYT Waiver Date: _____Approve/Disapprove

CMS/ID 13 months to PRD: _____ Transfer: _____

Early Separation: _____ Fleet Reserve Retirement Options:_____

Physical Fitness Test Failure: _____ Career Status Bonus (election message received): _____

Advancement Center: Visit NKO Navy Advancement page located under the Career Management Tab
(Items to collect/discuss: Bibliography for Advancement, Enlisted Advancement Exam Strategy Guide, Profile Sheets)

Non-Select: _____

Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series):

Commissioning Programs Applications: _____ (prior to submission, command endorsement):_____

Medical Enlisted Commissioning Program (MECP) _____ Medical Service Corps In-service Procurement _____

Officer Candidate School _____ Limited Duty Officer _____ Chief Warrant Officer _____

Navy Leader Planning Guide: Log on to NKO and select the Leadership Tab to access this guide.

SELECTION BOARD CHECKLIST FOR SCPO PROMOTION TO MCPO

Step 1 - Review your Official Record to see what documentation, qualifications, etc. may be missing or requiring an update. This should be accomplished every six months after promotion to Second Class. However, it is imperative that this is accomplished six months prior to a selection board. Check the following three major sections to verify your Official Record:

a. **BUPERS Online**: BUPERS Online (https://www.bol.navy.mil) is your main tool to ensure your record is up to date and helps you to be proactive in making the most of your promotion opportunity. You should review your:
   1. **Official Military Personnel File (OMPF)**: All active duty and reserve personnel having a BOL account, a CAC (with appropriate certificates) and a CAC-enabled computer can now view their OMPF online by selecting the OMPF option on the BOL main menu page. This is the preferred method of obtaining OMPF information to eliminate the unnecessary time-lags caused by waiting days or weeks to receive a requested CD ROM.
   2. **If Deployed:** Click on "*Request Record on CD*" to order your Official Military Personnel File (OMPF). This must be accomplished four to six months before a board convenes, which will allow time for delivery and updating of your record if required.
   3. Check your **Performance Summary Record (PSR)** and **Enlisted Summary Record (ESR)** on https://www.bol.navy.mil, click on the "*ODC, OSR, PSR, ESR*" link.
b. **Electronic Service Record (ESR)** Self-Service ESR: This can be viewed at (https://nsips.nmci.navy.mil) or on the Navy Standard Integrated Personnel System (NSIPS) ESR server onboard ship.
c. **Electronic Training Jacket (ETJ)**: Log-on to Navy Knowledge Online (NKO) and review your entire ETJ making sure that each section is correct. If not, clicking on "*Data Problems*" at the bottom of each page which will guide you on how to make corrections or updates.
d. **US Navy Awards website**: Log onto (https://awards.navy.mil/) to review any awards you may qualify for but were unaware of.

Step 2 - Submit appropriate missing documents to the selection board.

a. Selection board packages provide candidates the opportunity to submit any documents missing from the sections of their records which are viewed by the selection boards. MILPERSMAN 1070-080 specifies which documents from the enlisted permanent personnel record are provided to the selection board for review. Any documents the member has verified as missing from those sections of their permanent personnel record may be submitted as a selection board package.
b. For submissions directly to the board and for those circumstances where the eligible candidate cannot get their official record updated and confirmed prior to the selection board convening date:
   1. All correspondence should be on plain white paper for readability; paper clipped (no staples, binders, folders, or tabs) and submitted under cover letter to the president of the board. Candidates must verify the correct subject line and board number (see below) is on their cover letters to ensure their packages appear before the proper board.
   2. Correspondence must include your Full name and SSN, must be affixed and legible on all documents submitted, and must be postmarked not later than that date listed in the associated NAVADMIN and addressed to:

      NAVY PERSONNEL COMMAND CUSTOMER SERVICE CENTER
      PRESIDENT
      FY-**XX ACTIVE/RESERVE** E9 ENLISTED SELECTION BOARD **#XXX**
      5640 TICONDEROGA LOOP BLDG 768 RM E302
      MILLINGTON TN 38055
      (Active = 210 / SELRES = 205 / FTS = 206)

      (Use of special handling mail (certified or registered) is not advised due to significant delays in handling.)

c. Ensure official record reflects any individual augmentation mission. (awards, evals, NEC, etc).
d. Check http://www.npc.navy.mil/Boards/ActiveDutyEnlisted/GeneralInformation.htm to verify that the selection board has received your correspondence (if sent).

NOTE: It is highly recommended that if corrections or updates are made, review your OMPF, or if Deployed, re-order your CD-Rom to confirm changes. (NOTE: Please allow 60 days for changes to take effect)

Step 3 - After reviewing your service record - such as evaluations, awards, qualifications, etc. - start reviewing what you can do to improve yourself, such as:

a. Request a **Career Development Board (CDB)** through your chain of command.
b. Take a good, hard look at the type of **Collateral Duties** you are assigned. Review your command collateral duties instruction and talk with your COC and / or appear before the CDB. Take the tough command duties that provide the most involvement in the command as a whole and that have direct sailor support.
c. Review your current level of education to see how far along you are in earning a **college degree** and pursue **non-resident Navy courses** to expand your level of knowledge. Complete the **Navy e-Learning courses** on **NKO** that are recommended in this document.
d. Check out **OTHER Learning Opportunities** to add to your service record, such as the CANTRAC Volume I (Training Facilities) and CANTRAC Volume II (Course Descriptions). NKO at Learning > Learning Opportunities

Step 4 - Review qualifications that your rating values or requires for advancement and create a plan to earn these important pieces in the professional growth and advancement puzzle. Read the applicable NAVADMIN for additional dates and information, and review previous selection board precepts.

QUALIFICATIONS AND CERTIFICATIONS

Sea/Shore General Qualifications Watch Standing Qualifications	Report Date	Completion Date (If qualification is not required place N/A in this Block)
Ship Board Fire Fighting		
Aviation Fire Fighting		
Basic Damage Control		
Advanced Damage Control		
3M 301 Maintenance Person		
3M 302 Repair Parts/Supply Petty Officer (RPPO)		
3M 303 Work Center Supervisor (WCS)		
3M 304 Division Officer (DIVO)		
3M 305 Departmental Maintenance and Material Management (3M) Assistant		
3M 306 Department Head		
3M 307 Maintenance and Material Management (3M) Coordinator		
DC 301 Basic Damage Control (DC) Communications		
DC 302 Basic First-Aid		
DC 303 Basic Firefighting		
DC 304 Fire Watch Stander		
DC 305 Basic Chemical, Biological, and Radiological (CBR) Defense		
DC 306 Basic Damage Control (DC)		
DC 307 Advanced Damage Control (DC)		
DC 308 Team Leader		
DC 309 Advanced Chemical, Biological, and Radiological (CBR) Defense Person		
DC 310 Advanced First-Aid/Stretcher Bearer		
DC 313 Scene Leader		
DC 318 Repair Party Leader		
DC 320 Damage Control Training Team (DCTT) Member		
Medical Training Team (MTT) Trainer/Evaluator		
Medical Training Team (MTT) Team Coordinator		
Medical Training Team (MTT) Team Leader		
Integrated Training Team (ITT)		
Messenger of the Watch (MOOW)		
Petty Officer of the Watch (POOW)		
Duty Section, Section Leader		
Duty Section Senior Section Leader		
Officer of the Deck (OOD) (In Port)		
Command Duty Officer (CDO)		
Junior Officer of the Deck (JOOD)		
Officer of the Deck (OOD) (At Sea) [1]		
Antiterrorism Tactical Watch Officer (ATTWO) [1]		
Flight Deck Observer (required for AW qualification)		
Personal Qualifications Standard		

1 - Required if afforded the opportunity

Mandatory warfare qualification for enlisted Sailors assigned to designated warfare qualifying commands:

Warfare qualification programs	**Report Date**	**Completion Date** (If qualification is not required place N/A in this Block)
Aviation Warfare Specialist		
Expeditionary Warfare Specialist		
Fleet Marine Forces		
Information Dominance Warfare Specialist		
SEABEE Combat Warfare		
Special Warfare Combatant-Craft Crewman		
Submarine Specialist		
Surface Warfare Specialist		

Rate Specific/Department Qualifications (Add)	**Report Date**	**Completion Date** (If qualification is not required place N/A in this Block)
Medical Department JQR/PQS		

CERTIFICATIONS

The following post military occupations are similar to the HM-Hospital Corpsman Rating. For more information about these occupations, visit NAVY COOL at https://www.cool.navy.mil/usn/.

Occupation (Civilian Employer)
Anesthesiologist Assistants
Audio and Video Equipment Technicians
Camera and Photographic Equipment Repairers
Camera Operators, Television, Video, and Motion Picture
Cardiovascular Technologists and Technicians
Commercial Divers
Dental Assistants
Dental Hygienists
Dental Laboratory Technicians
Embalmers
Emergency Medical Technicians and Paramedics
Environmental Science and Protection Technicians, Including Health
Film and Video Editors
Funeral Attendants
Funeral Service Managers
Health Educators
Histotechnologists and Histologic Technicians
Licensed Practical and Licensed Vocational Nurses
Medical and Clinical Laboratory Technicians
Medical and Clinical Laboratory Technologists
Medical and Health Services Managers
Medical Assistants
Medical Equipment Preparers
Medical Equipment Repairers
Medical Records and Health Information Technicians
Morticians, Undertakers, and Funeral Directors
Neurodiagnostic Technologists
Nuclear Equipment Operation Technicians
Nuclear Medicine Technologists
Nursing Assistants
Occupational Health and Safety Specialists
Occupational Health and Safety Technicians
Occupational Therapy Aides
Occupational Therapy Assistants
Ophthalmic Medical Technicians
Opticians, Dispensing
Orderlies
Pharmacy Aides
Pharmacy Technicians
Phlebotomists
Photographic Process Workers and Processing Machine Operators
Physical Therapist Aides
Physical Therapist Assistants
Physician Assistants
Psychiatric Technicians
Radiation Therapists
Radiologic Technicians
Radiologic Technologists
Recreation and Fitness Studies Teachers, Postsecondary
Respiratory Therapy Technicians
Self-Enrichment Education Teachers
Skincare Specialists
Surgical Assistants
Surgical Technologists

Occupation (Federal Employer)
0018 - Safety and Occupational Health Management Series
0101 - Social Science Series
0102 - Social Science Aid and Technician Series
0180 - Psychology Series
0181 - Psychology Aid and Technician Series
0405 - Pharmacology Series
0601 - General Health Science Series
0603 - Physician Assistant Series
0610 - Nurse Series
0621 - Nursing Assistant Series
0622 - Medical Supply Aide and Technician Series
0625 - Autopsy Assistant Series
0630 - Dietitian and Nutritionist Series
0631 - Occupational Therapist Series
0633 - Physical Therapist Series
0635 - Kinesiotherapy Series
0636 - Rehabilitation Therapy Assistant Series
0638 - Recreation/Creative Arts Therapist Series
0639 - Educational Therapist Series
0640 - Health Aid and Technician Series
0642 - Nuclear Medicine Technician Series
0644 - Medical Technologist Series
0645 - Medical Technician Series
0646 - Pathology Technician Series
0647 - Diagnostic Radiologic Technologist Series
0648 - Therapeutic Radiologic Technologist Series
0650 - Medical Technical Assistant Series
0651 - Respiratory Therapist Series
0661 - Pharmacy Technician Series
0667 - Orthotist and Prosthetist Series
0668 - Podiatrist Series
0669 - Medical Records Administration Series
0670 - Health System Administration Series
0671 - Health System Specialist Series
0675 - Medical Records Technician Series
0679 - Medical Support Assistance Series
0680 - Dental Officer Series
0681 - Dental Assistant Series
0682 - Dental Hygiene Series
0683 - Dental Laboratory Aid and Technician Series
0685 - Public Health Program Specialist Series
0690 - Industrial Hygiene Series
3511 - Laboratory Working

Navy COOL: The following certifications and licenses are applicable to the HM-Hospital Corpsman rating. *They may require additional education, training or experience.*

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Academy of Professional Coders (AAPC)	Certified Professional Coder (CPC)	
E5	American Association of Bioanalysts (AAB)	Medical Technologist- Generalist (MT(AAB))	
E3	American Association of Electrodiagnostic Technologists (AAET)	Registered Nerve Conduction Study Technologist (R.NCS.T.)	
E3	American Association of Medical Assistants (AAMA)	Certified Medical Assistant (CMA)	
E3	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 1	
E4	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 2	
E5	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 3	
E5	American Board for Certification in Homeland Security (ABCHS)	Certified in Homeland Security Level V (CHS-V)	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	Contact Lens Registry Examination - NCLE- Basic	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	National Opticianry Competency Examination - ABO Basic	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Electroencephalographic Technologist (R. EEG T.)	
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Evoked Potential Technician (R.EP T.)	
E5	American Board of Wound Management (ABWM)	Certified Wound Care Associate (CWCA)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Clinical Exercise Physiologist (ACSM CEP)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Exercise Physiologist (ACSM EP-C)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Personal Trainer (CPT)	
E5	American College of Sports Medicine (ACSM)	ACSM Registered Clinical Exercise Physiologist	
E5	American Correctional Association (ACA)	Certified Corrections Nurse (CCN)	
E5	American Correctional Association (ACA)	Certified Corrections Nurse Manager (CCN/M)	
E3	American Education Certification Association	Certified Clinical Medical Assistant Specialist (CCMAS)	
E3	American Education Certification Association	Certified Computer Skills Specialist (CCSS)	
E3	American Education Certification Association	Certified EKG/Electrocardiogram Technician (Clinical)	
E4	American Education Certification Association	Certified Electronic Health Record Professional (CEHRP)	
E3	American Education Certification Association	Certified Medical Administrative Assistant /Office Specialist	
E3	American Education Certification Association	Certified Medical Billing & Coding	
E3	American Education Certification Association	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	American Education Certification Association	Certified Personal Trainer Specialist	
E3	American Education Certification Association	Certified Phlebotomy Technician (Clinical)	
E4	American Education Certification Association	Certified Rehabilitation Exercise Specialist	
E5	American Education Certification Association	Certified Rehabilitation Therapy Assistant	
E3	American Education Certification Association	Certified Rehabilitation Therapy Technician	
E3	American Education Certification Association	Certified Restorative Care Assistant / Specialist	
E3	American Education Certification Association	Certified Strength & Conditioning Rehabilitation Specialist	
E5	American Health Information Management Association (AHIMA)	Certified Coding Associate (CCA)	
E6	American Health Information Management Association (AHIMA)	Certified Coding Specialist (CCS)	
E3	American Medical Certification Association (AMCA)	Clinical Medical Assistant Certification (CMAC)	
E5	American Medical Certification Association (AMCA)	Nursing Assistant Certification	
E4	American Medical Technologists (AMT)	Certified Medical Administrative Specialist (CMAS)	
E4	American Medical Technologists (AMT)	Certified Medical Laboratory Assistant (CMLA)	
E3	American Medical Technologists (AMT)	Medical Laboratory Technician (MLT)	
E3	American Medical Technologists (AMT)	Registered Dental Assistant (RDA)	
E3	American Medical Technologists (AMT)	Registered Medical Assistant (RMA)	
E3	American Medical Technologists (AMT)	Registered Phlebotomy Technician (RPT)	
E3	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric (CPO)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Assistant (CPOA)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Technician (CPOT)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Adult Echocardiography) (RDCS-AE)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Pediatric Echocardiography) (RDCS-PE)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Abdomen) (RDMS-AB)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Obstetrics and Gynecology) (RDMS-OB/GYN)	
E4	American Registry of Radiologic Technologists (ARRT)	Computed Tomography (CT)	
E4	American Registry of Radiologic Technologists (ARRT)	Fluoroscopy Exam	
E6	American Registry of Radiologic Technologists (ARRT)	Mammography	
E4	American Registry of Radiologic Technologists (ARRT)	Nuclear Medicine Technology (R.T.(N))	
E4	American Registry of Radiologic Technologists (ARRT)	Quality Management (QM)	
E4	American Registry of Radiologic Technologists (ARRT)	Radiation Therapy (R.T.(T))	
E4	American Registry of Radiologic Technologists (ARRT)	Radiography (R.T.(R))	
E4	American Registry of Radiologic Technologists (ARRT)	Registered Radiologist Assistant (R.R.A.)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Registry of Radiologic Technologists (ARRT)	Sonography	
E4	American Society for Clinical Pathology (ASCP)	Histotechnician, HT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Histotechnologist, HTL(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Medical Laboratory Technician, MLT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Phlebotomy Technician, PBT(ASCP)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray (IRSSP-X-Ray)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray and RAM (IRSSP-Combo)	
E5	American Society for Quality (ASQ)	Pharmaceutical GMP Professional	
E6	Association for Medical Imaging Management (AHRA)	Certified Radiology Administrator (CRA)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Biomedical Equipment Technician (CBET)	
E6	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Healthcare Technology Manager (CHTM)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Laboratory Equipment Specialist (CLES)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Radiology Equipment Specialist (CRES)	
E3	Association of Diving Contractors International (ADCI)	Air Diver	
E3	Association of Diving Contractors International (ADCI)	Entry Level Tender/Diver	
E5	Board of Certified Safety Professionals (BCSP)	Associate Safety Professional (ASP)	
E3	Board of Certified Safety Professionals (BCSP)	Certified Environmental, Safety & Health Trainer (CET)	
E5	Board of Certified Safety Professionals (BCSP)	Certified Safety Professional (CSP)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Nurse (CHN)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Technician (CHT)	
E4	Board of Registered Polysomnographic Technologists (BRPT)	Registered Polysomnographic Technologist (RPSGT)	
E4	Cardiovascular Credentialing International (CCI)	Certified Cardiographic Technician (CCT)	
E3	Cardiovascular Credentialing International (CCI)	Certified Rhythm Analysis Technician (CRAT)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Electrophysiology Specialist (RCES)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Sonographer (RCS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiovascular Invasive Specialist (RCIS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Vascular Specialist (RVS)	
E5	Certification Board for Radiology Practitioner Assistants	Radiology Practitioner Assistant	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Flexible Endoscope Reprocessor (CFER)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Surgical Instrument Specialist (CSIS)	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Technician (CSPDT)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing Management (CSPM)	
E4	Certification Board for Urologic Nurses and Associates (CBUNA)	Certified Urologic Associate (CUA)	
E3	Computing Technology Industry Association (CompTIA)	CompTIA Certified Technical Trainer (CTT+)	
E3	Council for Accreditation in Occupational Hearing Conservation (CAOHC)	Occupational Hearing Conservationist (OHC)	
E3	Dental Assisting National Board (DANB)	Certified Dental Assistant (CDA)	
E3	Dental Assisting National Board (DANB)	Certified Preventive Functions Dental Assistant (CPFDA)	
E3	Dental Assisting National Board (DANB)	Certified Restorative Functions Dental Assistant (CRFDA)	
E3	Dental Assisting National Board (DANB)	National Entry Level Dental Assistant (NELDA)	
E4	Electronics Technicians Association, International (ETA-I)	Associate Electronics Technician (CETa)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Electronics Technician (BMD)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Imaging Electronics Technician (BIET)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate AC (EM2)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate Analog (EM3)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Comprehensive (EM5)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate DC (EM1)	
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Digital (EM4)	
E6	Federation of State Boards of Physical Therapy (FSBPT)	National Physical Therapist Assistant Examination (NPTAE)	
E6	Institute for Safety and Health Management (ISHM)	Certified Safety and Health Manager (CSHM)	
E4	International Association of Healthcare Central Service Materiel Management (IAHCSMM)	Certified Registered Central Service Technician (CRCST)	
E6	International Board for Certification of Safety Managers	Certified Emergency Disaster Professional (CEDP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Emergency Professional (CHEP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Safety Professional (CHSP)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Environmental Services (CHS-EVS)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Long Term Care (CHS-LTC)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Cardiac Device Specialist for the Allied Professional (CCDS)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Electrophysiology Specialist for the Allied Professional (CEPS)	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Associate-Level	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Journeyman-Level - Medical	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Assistant (COA)	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Technician (COT)	
E5	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Ophthalmic Surgical Assistant (OSA)	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Examination - Part I	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Hygiene Exam (NBDHE)	
E3	Medical Dosimetrist Certification Board (MDCB)	Certified Medical Dosimetrist	
E5	National Association for Fitness Certification (NAFC)	NAFC Personal Training	
E3	National Asthma Educator Certification Board (NAECB)	Certified Asthma Educator (AE-C)	
E3	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Ceramics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Complete Dentures	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Crown and Bridge	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Implants	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Orthodontics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Partial Dentures	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Certified Occupational Therapy Assistant (COTA)	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Occupational Therapist Registered (OTR)	
E3	National Board for Certification of Orthopaedic Technologists (NBCOT)	Orthopaedic Technologist - Certified (OTC)	
E3	National Board for Respiratory Care (NBRC)	Adult Critical Care Specialty Examination (ACCS)	
E3	National Board for Respiratory Care (NBRC)	Certified Pulmonary Function Technologist (CPFT)	
E3	National Board for Respiratory Care (NBRC)	Certified Respiratory Therapist (CRT)	
E4	National Board for Respiratory Care (NBRC)	Neonatal/Pediatric Respiratory Care Specialist (CRT-NPS RRT-NPS)	
E3	National Board for Respiratory Care (NBRC)	Registered Respiratory Therapist (RRT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Certified Hyperbaric Technologist (CHT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Diving Medical Technician (DMT)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	National Board of Surgical Technology and Surgical Assisting (NBSTSA)	Certified Surgical Technologist (CST)	
E3	National Center for Competency Testing (NCCT)	Medical Assistant (NCMA)	
E3	National Center for Competency Testing (NCCT)	Medical Office Assistant (NCMOA)	
E3	National Center for Competency Testing (NCCT)	National Certified ECG Technician (NCET)	
E3	National Center for Competency Testing (NCCT)	National Certified Insurance and Coding Specialist (NCICS)	
E3	National Center for Competency Testing (NCCT)	National Certified Patient Care Technician (NCPCT)	
E3	National Center for Competency Testing (NCCT)	National Certified Phlebotomy Technician (NCPT)	
E3	National Center for Competency Testing (NCCT)	Tech in Surgery - Certified TS-C (NCCT)	
E3	National Commission for the Certification of Surgical Assistants (NCCSA)	Certified Surgical Assistant (CSA)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN)	
E6	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Registered Nurses (NCLEX-RN)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Nurse Aide Assessment Program (NNAAP)	
E3	National Environmental Health Association (NEHA)	Certified Professional - Food Safety (CP-FS)	
E3	National Environmental Health Association (NEHA)	Healthy Homes Specialist (HHS)	
E3	National Environmental Health Association (NEHA)	Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS)	
E5	National Exercise Trainers Association (NETA)	Certified Group Exercise Instructor	
E4	National Healthcareer Association (NHA)	Certified Billing and Coding Specialist (CBCS)	
E3	National Healthcareer Association (NHA)	Certified Clinical Medical Assistant (CCMA)	
E3	National Healthcareer Association (NHA)	Certified EKG Technician (CET)	
E4	National Healthcareer Association (NHA)	Certified Electronic Health Record Specialist (CEHRS)	
E3	National Healthcareer Association (NHA)	Certified Medical Administrative Assistant (CMAA)	
E3	National Healthcareer Association (NHA)	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	National Healthcareer Association (NHA)	NHA-Certified Pharmacy Technician (NHA-CPhT)	
E3	National Healthcareer Association (NHA)	NHA-Certified Phlebotomy Technician (NHA-CPT)	
E3	National Phlebotomy Association (NPA)	Certified Phlebotomist Technologist (CPT)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Responder (EMR)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Technician (EMT)	
E4	National Registry of Emergency Medical Technicians (NREMT)	National Registered Paramedic (NRP)	
E4	National Registry of Radiation Protection Technologists	Registered Radiation Protection Technologist (RRPT)	
E4	Nephrology Nursing Certification Commission (NNCB)	Certified Clinical Hemodialysis Technician (CCHT)	
E4	Nuclear Medicine Technology Certification Board (NMTCB)	Nuclear Medicine Technologist (NMT)	
E3	Pharmacy Technician Certification Board (PTCB)	PTCB-Certified Pharmacy Technician (PTCB-CPhT)	
E5	PTA Global	Certified Personal Trainer (CPT)	
E4	Radiology Coding Certification Board (RCCB)	Radiology Certified Coder	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Educator (CHSE)	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Operations Specialists (CHSOS)	
E5	The American Society of Anesthesia Technologists and Technicians	ASATT Technologist Certification (Cer.A.T.T)	
E5	World Safety Organization (WSO)	Certified Safety Specialist (WSO-CSS)	
E5	World Safety Organization (WSO)	Certified Safety Technician (WSO-CST)	

Visit Navy COOL at https://www.cool.navy.mil/usn/ for additional Credentials that you may qualify to earn; however funding may be limited to your GI Bill.

UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM (USMAP):

Rank	Apprenticeship	Date Completed
E1 - E9	Computer Operator	
E1 - E9	Dental Assistant (Medical Service)	
E1 - E9	Dental-Equipment Installer And Servicer (Wholesale Trade)	
E1 - E9	Dental-Laboratory Technician (Protective Devices)	
E1 - E9	Electromedical Equipment Repairer (Any Industry)	
E1 - E9	Electronics Tester	
E1 - E9	Emergency Medical Technician	
E1 - E9	Medical Laboratory Technician (Medical Service)	
E1 - E9	Medical Secretary (Medical Service)	
E1 - E9	Nurse Assistant (Medical Service)	
E1 - E9	Paramedic (Medical Service)	
E1 - E9	Pharmacist Assistant (Military Service)	

Visit USMAP https://usmap.netc.navy.mil/usmapss/static/index.htm for additional information.

STAY NAVY

REENLIST / EXTEND: Request Chit/Form: _____ Guaranteed Assignment in Detailing (GUARD 2000): _____

Career Management System/Interactive Detailing (CMS/ID): _____

Medical/Dental Screening: _____ Command Recommendation (evaluation): _____ Bonus: _____ Ceremony: _____

TRANSFER:

15 Months	12 Months	9 Months	6 Months	Orders Received
Exception Family Member_____	EFM____	CMS/ID____	Accept Orders_____	Screening_____
CMS/ID_____	CMS/ID_____		Reverse Sponsor_____	Obligate_____
Continuous Overseas Tours (COT) _____			Relocation (FFSC) ____	Bonus_____
Overseas Tour Extension Incentive Program (OTEIP) _____			Medical/Dental_____	

For additional assistance in transfer and relocation, go to the Military HOMEFRONT website: http://www.public.navy.mil/bupers-npc/Pages/default.aspx and visit your Fleet and Family Support Center on base.

SEPARATING/RETIRE:

18 -12 months	6 months	90 days	30 days
Transition GPS _____	MED/DEN _____	Copy of Records_____	Copy of Records _____
Complete DD2648PSD_____	Relocation _____	Official Record CD_____	PSD_____
Transition Planning_____	Relocation Services (FFSC) _____	Arrange Ceremony_____	MED/DEN _____
	Reserve Affiliation_____	Request Leave / PTDY _____	
	VA/DVA_____		

PHYSICAL FITNESS:

Participate in a year-round physical fitness program to meet Navy fitness and BCA standards. Review and verify accuracy of PFA data in PRIMS within 60 days of the PFA cycle. (PRIMS is accessible through your BUPERS Online Account)

Height_____ Weight_____ If Required (Neck_____ Waist_____ Hips (Female) _____ BCA _____)

Last 2 PRT Cycles: Curl-ups_____/_____ Push-ups_____/_____ Run/Swim/Cardio_____/____ Overall Score_____/_____

List date (if) any PRT/BCA failure(s) over the last 5 years _____/_____ List if any Medical Waiver(s)_____/_____

For more information on Navy Fitness, visit: http://www.navyfitness.org/

PROFESSIONAL MILITARY EDUCATION

(Resident and non-resident coursework designed to enhance a Sailor's general military professional knowledge and abilities)

EDUCATION: (Prior to considering any pursuit of off duty education or program enrollment VISIT YOUR NAVY COLLEGE OFFICE or call the Virtual Education Center (VEC)!!!)

Education Plan Completed (Navy College Office/VEC _____Current Education Level_____

Degree Goal_____
Various distance learning degree options are available using, Sailor and Marine Online Academic Advisor (SMOLAA)

Goal: Date: AA/AS _____ BA/BS _____ Master _____
(Credits to earn a degree - AA/AS: 60 SH/90 QH, BA/BS: 120 SH/180, QH, Master /Doctorate: Variable based on program)

Number of current credits _____ American Council on Education (ACE) recommended credits_____

SOC DNS Agreement _____ Joint Service Transcripts (JST) _____ HS Transcripts_____ College Transcripts_____

Date Degree Obtained: AA/AS _____ BA/BS _____ Master _____ Doctorate _____

For entry into JST, send official transcripts to:
Naval Education and Training Professional Development and Technology Center
Attn: JST Operation Center N615
6490 Saufley Field Road
Pensacola, FL 32509
Phone: 1-877-838-1659
Comm: 757-492-4684
FAX: 757-492-5095
DSN: 492-4684
Email: VEC@navy.mil

VOLUNTARY EDUCATION (Study guides and exam preparations and practice test located on NKO)

NCPACE _____CLEP _____DSST _____TA _____MGIB _____Post 9/11 GIB_____AEV_____

SCPO REQUIRED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Senior Enlisted Academy [4,5]	Newport RI	P-920-1300	9 weeks (DL) / 3 weeks (F2F)	
ADAMS for Supervisors	Various Locations	S-501-0120	8 hours	
ADAMS for Facilitators	Various Locations	S-501-0110	16 hours	
Ethics Training	Command Delivered			
Required General Military Training Topics For FY 2016 (Standardized Core Training) [1]				
Antiterrorism Level I Awareness	NKO/Command Delivered	CENSECFOR-AT-010-1.0		
Combating Trafficking in Persons General Awareness	NKO/Command Delivered	DOD-CTIP-1.0		
Counterintelligence Awareness and Reporting	NKO/Command Delivered	DOD-CIAR-1.0		
Cyber Awareness Challenge V3	NKO/Command Delivered	DOD-IAA-V13.0		
Operations Security (Uncle Sam's OPSEC)	NKO/Command Delivered	NIOC-USOPSEC-2.0		
Privacy and Personally Identifiable Information	NKO/Command Delivered	DOD-PII-2.0		
Records Management	NKO/Command Delivered	DOR-RM-010-1.1		
Sexual Assault Prevention and Response Awareness (SAPR)	Command Delivered	CPPD-GMT-SAPRA-1.0 CC		
Equal Opportunity/Sexual Harassment/Grievance Procedures [2]	Command Delivered	CPPD-GMT-EOSH-1.0		
Suicide Prevention	Command Delivered	CPPD-GMT-SAP-1.0		
Required General Military Training Topics For FY 2016 (Command-Assigned Readiness –Enhancement topics; biennial periodicity) [3]				
Alcohol, Drug, and Tobacco Awareness	Command Delivered	CPPD-GMT-ADTA-1.0		
Domestic Violence Prevention and Reporting	NKO/Command Delivered	CPPD-GMT-DV-1.0		
Sexual Health and Responsibility	NKO/Command Delivered	CPPD-GMT-SHR-1.0		
Stress Management	Command Delivered	CPPD-GMT-SM-1.0		

1 - Verify GMT topics on NKO GMT web page.
2 - Course should be delivered in conjunction with SAPR. If not practicable, separate training is still required.
3 - Topics to be delivered once per deployment cycle. If deployment cycle is not applicable or exceeds two years between deployments, then deliver once every two years.
4 - NAVADMIN 266/14 Starting in FY 2017, all newly selected SCPO's will be required to complete the SEA
5 - Reserves selected to Senior Chief Petty Officer will also be required to complete (See NAVADMIN 266/14 for guidance)

SCPO REQUIRED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	NRTC	NAVEDTRA 14295B		
Customer Service	NRTC	NAVEDTRA 14056		
Immunization Basic Course	NMO	MILVAX		
TRICARE Fundamentals	TRICARE UNIVERSITY			
MHS HIPAA courses	Military Health System Learning Portal (MHS)			
Chemical, Biological, Radiological (CBR) Personnel Casualty Treatment	NKO E-Learning	CNE-EPOC-ELO-29.01.01.03-00001	2 hours	
BLS Healthcare Provider Course	Command Delivered		4 hours	
Navy Enlisted Occupational Standards	NPC	NAVPERS 18068F		
Expeditionary Medicine - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0		

SCPO RECOMMENDED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Chief's Mess Training (CMT/LCC) (21 modules available)	Command Delivered		Each Month	
Primary Enlisted Professional Military Education (PEPME)	NKO	Military DON/ PME	60 hours	
Block 1 Primary EPME - Introduction	NKO	PPME-SENL-B1		
Block 2 Primary EPME - The Culture of the Navy	NKO	PPME-SENL-B2		
Block 3 Primary EPME - Governance of the Navy	NKO	PPME-SENL-B3		
Block 4 Primary EPME - How the Navy Thinks About War	NKO	PPME-SENL-B4		
Block 5 Primary EPME - How the Navy Plans its Operations	NKO	PPME-SENL-B5		
Block 6 Primary EPME - Technology in the Maritime Domain	NKO	PPME-SENL-B6		
Block 7 Primary EPME - PME Conclusion	NKO	PPME-SENL-B7		
Joint Professional Military Education (JPME)	NOK	JKDDC-SNCO-2	60 hours	
Senior Enlisted Leadership Development Guide	NKO			
Culture	NKO or College Course	Foreign Language and Culture	45 hours	
CMDCM/COB Leadership Course (Must have FLTCM or FORCM recommendation)	NKO/Classroom (Newport, RI)	CPPD/NETC CMDCM-9580 COB-9579		
Navy Reserve Fundamentals for Active Duty Course	NKO	NAVRESFOR-NRF-2.0 / US DoN	10 hours	
Recommended General Military Training Topics For FY 2016 (Delivery determined by command discretion) [1]				
Energy Policy	Command Delivered	OPNAV-GMTE-1.0		
Hazing Policy and Prevention	Command Delivered	CPPD-GMT-HPP-1.0		
Operational Risk Management	NKO/Command Delivered	CPPD-GMT-ORM-1.0		
Personal Financial Management	Command Delivered	CPPD-GMT-PFM16-1.0		
Physical Readiness	NKO/Command Delivered	CPPD-GMT-PRT-2.0		

1 - Verify GMT topics on NKO GMT web page.

Courses with Recommended Reserve Points:

Commander Navy Reserve Forces (CNRF) N7 determines the number of reserve points awarded for completion of a course taken on Navy E-Learning. This listing should only be used as a guide and is subject to change by direction of CNFR N7.

Navy E-Learning has no control over how many, if any, reserve points are eventually awarded for the completion of a course. All questions concerning the award of reserve points should be directed to CNFR N7.

SCPO RECOMMENDED RESERVE PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NROWS Orders Administration Course	NKO	R-500-0140/02PG /DoN	8 hours	
Naval Reserve Center Commanding Officer Officer In Charge	NKO	CNRFC-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRFC-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRFC-MSC101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRFC-NPSAP-2 /DoN 0	23 hours	

SCPO RECOMMENDED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Reserve Center Medical Administration	New Orleans/NKO E-Learning	R-500-0007	5 days	
13 Heat Stress Program Fundamentals-WBGT	NKO E-Learning	CNE-BECC-0130-1.0	1 hour	
Heat Stress Afloat	NKO E-Learning	NMCPHC-HAS-1.0	1 hour	
Environmental Injuries	NKO E-Learning	NMHCI4207V2 DON	2 hours	
Plant Pest and Vegetation Management	CA/FL	B-322-1071	4 days	
Arthropod and Vertebrate Pest Management	CA/FL	B-322-1072	10 days	
DOD Pest Management Recertification	CA/FL/HI	B-322-1074	3 days	
Shipboard Pest Management	CA/FL/HI/VA	B-322-1075	2 days	
Operational Entomology Training	CA/FL	B-322-1077	10 days	
Casualty Treatment Training Course	CA	B-330-0012	4 days	
DOD Smallpox Vaccination	Navy Med. Online	MILVAX		
TRICARE Online Courses	TRICARE UNIVERSITY	Various Courses		
MHS Clinical Quality Management Courses	MHS Online Ed	Various Courses		
Navy Trauma Training Center	NMOTC Pensacola, FL	Navy Trauma Training Center	21 days	
Aviation Medicine for the IDC	NKO E-Learning	NMMPTE-AMIDC-1.0	1 hour	
Triage and Surgical Procedures	NKO E-Learning	CNET10090	8 hours	
How to Identify and Provide Non-Surgical Treatment of Airway Obstruction	NKO E-Learning	CNET11439	1 hour	
Burn Casualty Management	NKO E-Learning	CNET12623	15 hours	
Envenomations and Poisonings Reference	NKO E-Learning	CNET12639	1 hour	
Chemical, Biological, Radiation, and Nuclear Explosive Casualties	NKO E-Learning	NMHCI4407V2.1	1 hour	
BMDOC Unit 1: Organizational Structure, Relationships, and Policy Courses	NKO E-Learning	NM-11-BMDOC-U1-3.0	2 hours	
BMDOC Unit 2: Utilization and Management of Resources Courses	NKO E-Learning	NM-11-BMDOC-U2-3.0	2 hours	
BMDOC Unit 3: Operational Policies, Procedures, and Strategies Courses	NKO E-Learning	NM-11-BMDOC-U3-3.0	2 hours	
Deployable Medical Systems (DepMeds) Readiness Training	NKO E-Learning	NMETC-DMS-01	40 hours	
Health Aspects of Marine Sanitation	NKO E-Learning	NMETC-HAMSD-1.0	2 hours	
Hearing Conservation	NKO E-Learning	NMCPHC-HC-1.0	1 hour	
Navy Medicine Public Affairs--120 Day Survival Kit	NKO E-Learning	NMETC-NMPA-1	1 hour	
Optician Sustainment Training	NKO E-Learning	NMETC-OST-3	4 hours	
Water Sanitation Afloat	NKO E-Learning	NMETC-WSA-1.0	1 hour	
FDPMU Orientation Training Course	NKO E-Learning	CFHP-FDPMU-OTC-1.0	5 hours	
Navy Health Promotions Basics Course Level 1	NKO E-Learning	NMHPB081	8 hours	
HRO - 120 Day Survival Kit	NKO E-Learning	NMHRO071	2 hours	
Sexual Assault Prevention and Response Course	NKO E-Learning	NMSAPR071	2 hours	
Operational Medicine 2007	NKO E-Learning	opMED2007	3 hours	
Virtual NH courses by systems	Virtual Naval Hospital			
Jouneyman Instructor Training (JIT)	NKO E-Learning	CPPD-JIT-0010-1.0	1 hour	
Enlisted Advancement Program (EAP)	Local Command			
Navy Senior Enlisted Academy (Traditional) [1]	Naval War College, Newport Rhode Island	P-920-1300	40 days	
Tactical Combat Casualty Care (TCCCT) Train-the-Trainer Course	West Coast - Naval Expeditionary Medicine Institute (Camp Pendleton, CA)	B-300-4000	3 days TCCC-P should be completed prior to attending the Instructor course	

1 - Will be required for FY 17 selected SCPO's

NAVY PROFESSIONAL READING PROGRAM (PRP)

The purpose of the Reading Program is to facilitate the professional and personal development of all Sailors. For additional information on changes, refer to NAVADMIN 309/12 or visit http://navyreading.dodlive.mil/ or http://navy.lib.overdrive.com/ or https://wwwa.nko.navy.mil

ESSENTIAL READING

WARFIGHTING FIRST	**Completed**
1812: The Navy's War *by George C. Daughan*	
Cybersecurity and Cyberwar: What Everyone Needs to Know *by P.W. Singer*	
SEAL of Honor *by Gary Williams*	
Leading with the Heart *by Mike Krzyzewski, Donald T. Phillips, and Grant Hill*	
The Twilight War *by David Crist*	
Wake of the Wahoo *by Forest J. Sterling*	
OPERATE FORWARD	**Completed**
The Crisis of Islam *by Bernard Lewis*	
Execute Against Japan *by LT Joel Holwitt, USN*	
Monsoon *by Robert Kaplan*	
Neptune's Inferno *by James D. Hornfischer*	
Red Star Over the Pacific *by Toshi Yoshihara and James Holmes*	
Fallout *by Catherine Collins and Douglas Frantz*	
BE READY	**Completed**
A Sailor's History of the U.S. Navy *by Thomas Cutler*	
In the Shadow of Greatness *by Joshua Welle, John Ennis, Katherine Kranz and Graham Plaster*	
Navigating the Seven Seas *by Melvin G. Williams, Sr. and Melvin G. Williams, Jr.*	
The Trident: The Forging and Reforging of a Navy SEAL Leader *by Jason Redman and John Bruning*	
Turn the Ship Around *by David Marquet*	
Wired for War *by P.W. Singer*	

Twenty-four additional books are categorized as "recommended reading," and are available as electronic books (e-books). Many can be downloaded at no cost through the Navy general library program site on Navy Knowledge On-line (NKO).

The entire list, with book summaries and additional information is available at http://navyreading.dodlive.mil/

The CNO-PRP has been streamlined to make our Navy's reading program more interactive, affordable, and wherever possible, electronically accessible. To that end: a number of the titles will be available for free at the NKO portal at https://wwwa.nko.navy.mil.

- Click on the reference tab, then e-library audio and e-books tab.
- In order to download books, an "overdrive" account is required. On the top right, click on the overdrive window and follow the prompts.
- Then, not only are the PRP books available, but also hundreds of other items.

Note: Security restrictions preclude downloading via Navy owned computers, so downloading them to personally-owned devices will be required.

SCPO RECOMMENDED COMMUNITY READING

Title	Completed
Flags of our Fathers *by James Bradley*	
Doc: Heroic Stories of Medics, Corpsmen, and Surgeons in Combat *by Mark R. Littleton*	
Corpsman Up *by Paul Baviello*	
A Corpsman's Legacy: He continues to Heal Others Through a Daughter He never Knew *by Stephanie Hanson*	
Corpsman Up! *by Charlie 'Doc' Rose*	
Not On My Watch: The 21st Century Combat Medic *by Joshua M. Peters, Joshua R. Fansler*	
On Call In Hell: A Doctor's Iraq War Story *by CDR Richard Jadick*	
A Doctor Looks at War: My Year in Iraq *by Michael C. Hodges*	
Medics at War: Military Medicine from Colonial Times to the 21st Century *by John T. Greenwood, F. Clifton Berry Jr.*	
Medic!: How I Fought World War II *by Morphine, Sulfa, and Iodine Swabs*	
Combat Medic: World war II *by John A. Kerner*	
Lone Survivor: The Eyewitness Account of Operation Redwing and the Lost Heroes of SEAL Team 10 *by Marcus Luttrell*	
My Men Are My Heroes: the Brad Kasal Story *by Nathaniel R. Helms*	
In the Company Of Heroes *by Michael J. Durant*	
Combat Corpsman *by Greg McPartlin*	

Hospital Corpsman
Master Chief Petty Officer
(Master)

NAME_____

SKILL TRAINING

(Schools, courses and assignments directly related to occupation)

REQUIRED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Basic	Fort Sam Houston, TX	B-300-0010	96 days	
Dental Assistant (8701)	Fort Sam Houston, TX	B-300-3300	40 days	
ExMed. - Combat related field skills	NKO E-Learning	NMEMCRFS061	8 hours	
ExMed. - Non-Combat related field skills	NKO E-Learning	NMEMNCRFS061	4 hours	
ExMed. - Patient Movement	NKO E-Learning	NMEMPATMOV061	2 hours	
ExMed. - Shipboard Operations	NKO E-Learning	NMEMSHIPOP061	4 hours	
ExMed. - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0	1 hour	
Enlisted Warfare Qualification [1]				

1 - Required if afforded the opportunity

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	Navy Advancement Center	NAVEDTRA 14295B		
FMTB	FMTB East/West	B-300-0013	54 days	
HMSB	Local CMD			
Command Master Chief (CMC) / Chief of the Boat (COB) Leadership course (9580)	Newport, RI	A-570-4500	2 weeks	
Cold Weather Medicine [1]	NOMI Pensacola	B-300-0036	16 days	
Mountain Medicine [1]	NOMI Pensacola MMED	B-300-0023	18 days	
Surface Force Medical Indoc [1]	Japan, San Diego, Norfolk	B-300-1000	5 days	
MRRS + SAMS [1]	SPAWAR			
Field Management of Chemical & Biological Casualties [1]	Various	6H-F37/300-F31		
Fleet Hospital I & O	Local Fleet Hospital			
Fleet Hospital Field Training	NOMI/NEMTI	B-300-2404	8 days	
AV / Hearing Acuity	EPMU	B-300-0140	5 days	
DMLSS inventory mgmt [1]	CA/FL/NC/VA/WA Japan/Cuba	NAVMEDLOGCOM non-Cantrac		
Industrial Noise Safety Manager	IL/LA/Japan/Various Locations	A-493-0092	1 day	
Executive Medical Department Enlisted Course (EMDEC)	NMPDC Bethesda, MD	B-300-1789	12 days	
Clinic MGMT Course	NMPDC Local CMD	B-6I-2200	4 days	
POMI Course [1]	NMPDC Bethesda, MD	B-6I-2310	19 days	
Joint Medical Planners Course [1]	NMPDC Bethesda, MD	B-6I-2400	19 days	
Patient Administration [1]	NMPDC Bethesda, MD	B-6I-0002	26 days	
Intro to Expeditionary Logistics [1]	NSCS Newport, RI	A-8B-0055	12 days	
Transportation of Hazardous Materials [1]	San Diego,CA Norfolk, VA	A-822-0012	2 weeks	
Combat Skills [1]	Lejeune NC/Pendleton CA	MC Training Team non-Cantrac		
Tactical Combat Casualty Care Provider (TCCCP) Course [2]	Camp Pendleton, CA	B-300-4010	3 days	

1 - Billet specific
2 - BUMED INSTRUCTION 1510.25

NAVY ENLISTED CLASSIFICATION CODE (NEC) OPPORTUNITIES

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
9502 - Navy Instructor Training Course (NITC)	Various Locations	A-012-0077	19 days	
9580 - Command Master Chief (CMDCM) [1]	Newport, RI	A-570-4500	2 weeks	

Note: Many NEC's have prerequisites to apply. Some schools will waiver pay grade restrictions on a case by case basis. School details can be found on the CANTRAC. Be sure to discuss your intentions with your CCC and COC.
1 - Special Program with possibility of sea duty; This NEC is outside the HM rating.

JOB DESCRIPTION

Hosptial Corpsman (HM) in paygrade E9 (Master Chief Hospital Corpsman/HMCM), able to perform the duties required for HMCS; specific tasks include evaluating command quality assurance program for patient safety; monitoring command medical readiness and joint medical operational plans; coordinating medical evacuations; determining medical training needs for the crew; instructing medical personnel on triage procedures; providing post-mortem care; mediating problems between doctor, staff and patient; Planning, supervising, and coordinating health care programs; analyzing Human Capital Assessments for accuracy and adequacy; preparing directives and instructions for attaining organizational objectives and improving operations; establishing a program for interviewing, evaluating, and assigning personnel for maximum utilization; providing patient, family, and career counseling and mentoring; presenting analytical briefings to executive steering committees; managing military, civic, and political projects; and providing instruction on counseling and mentoring on career and medical department training opportunities.

RECOMMENDED BILLET ASSIGNMENTS

As a member of the Navy's largest rating, Hospital Corpsman (HM), you are exposed to a wide range of diverse training and Navy Enlisted Classification (NEC) opportunities. Whether stationed at a deployable unit or Medical Treatment Facility (MTF), they have opportunities to perform a significant role as part of a larger team. Regardless of duty station, they are expected to be relied upon more by junior personnel acting as both mentor and trainer, while simultaneously being held to a higher standard of technical expertise by seniors. As a Master Chief Hospital Corpsman you should continue to seek challenging leadership assignments within BSO 18/27 commands or outside via the Command Master Chief Program (9580).

PERSONAL AND PROFESSIONAL DEVELOPMENT (Completed at reporting 30 day Career Development Board)

Command Address: _____ QD Phone Number: _____

_____

Division Officer: _____ Phone Number: _____

Command Master Chief: _____ Phone Number: _____

Sponsor/Mentor: _____ Phone Number: _____

Depart/Division Career Counselor: _____ Phone Number: _____

Phone Number: _____

ADSD: _____ REPORT DATE: _____ EAOS: _____ PRD: _____ SEA / SHORE: _____/____

HYT Date: _____ Security Clearance Level: _____ Date Last updated: _____ Command INDOC complete: _____

CAREER DEVELOPMENT BOARDS: Use OPNAVINST 1040.11(ser) & Career Counselor Handbook NAVPERS 15878
(E9) Reason for Convening/Discussion Items: (Upon completion update (CIMS) Career Information Management System)

Reporting (within 30 days for active duty or three drill weekends for SELRES) (Date Conducted): _____

6 Month: _____ 12 Month: _____ 24 Month: _____36 Month: _____48 Month: _____

60 Month: _____ CPO 365: _____ Special Program: _____ Member Request: _____

HYT 24 months (Date): _____ HYT 12 months (Date): _____ HYT Waiver Date: _____Approve/Disapprove

CMS/ID 13 months to PRD: _____ Transfer: _____

Early Separation: _____ Fleet Reserve Retirement Options:_____

Physical Fitness Test Failure: _____ Career Status Bonus (election message received): _____

Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series):

Commissioning Programs Applications: _____ (prior to submission, command endorsement):_____

Medical Enlisted Commissioning Program (MECP) _____ Medical Service Corps In-service Procurement _____

Officer Candidate School _____ Limited Duty Officer _____ Chief Warrant Officer _____

Navy Leader Planning Guide: Log on to NKO and select the Leadership Tab to access this guide.

QUALIFICATIONS AND CERTIFICATIONS

Sea/Shore General Qualifications **Watch Standing Qualifications**	**Report Date**	**Completion Date** **(If qualification is not required place N/A in this Block)**
Ship Board Fire Fighting		
Aviation Fire Fighting		
Basic Damage Control		
Advanced Damage Control		
3M 301 Maintenance Person		
3M 302 Repair Parts/Supply Petty Officer (RPPO)		
3M 303 Work Center Supervisor (WCS)		
3M 304 Division Officer (DIVO)		
3M 305 Departmental Maintenance and Material Management (3M) Assistant		
3M 306 Department Head		
3M 307 Maintenance and Material Management (3M) Coordinator		
DC 301 Basic Damage Control (DC) Communications		
DC 302 Basic First-Aid		
DC 303 Basic Firefighting		
DC 304 Fire Watch Stander		
DC 305 Basic Chemical, Biological, and Radiological (CBR) Defense		
DC 306 Basic Damage Control (DC)		
DC 307 Advanced Damage Control (DC)		
DC 308 Team Leader		
DC 309 Advanced Chemical, Biological, and Radiological (CBR) Defense Person		
DC 310 Advanced First-Aid/Stretcher Bearer		
DC 313 Scene Leader		
DC 318 Repair Party Leader		
DC 320 Damage Control Training Team (DCTT) Member		
Medical Training Team (MTT) Trainer/Evaluator		
Medical Training Team (MTT) Team Coordinator		
Medical Training Team (MTT) Team Leader		
Integrated Training Team (ITT)		
Messenger of the Watch (MOOW)		
Petty Officer of the Watch (POOW)		
Duty Section, Section Leader		
Duty Section Senior Section Leader		
Officer of the Deck (OOD) (In Port)		
Command Duty Officer (CDO)		
Junior Officer of the Deck (JOOD)		
Officer of the Deck (OOD) (At Sea) [1]		
Antiterrorism Tactical Watch Officer (ATTWO) [1]		
Flight Deck Observer (required for AW qualification)		
Personal Qualifications Standard		

1 - Required if afforded the opportunity

Mandatory warfare qualification for enlisted Sailors assigned to designated warfare qualifying commands:

Warfare qualification programs	**Report Date**	**Completion Date** (If qualification is not required place N/A in this Block)
Aviation Warfare Specialist		
Expeditionary Warfare Specialist		
Fleet Marine Forces		
Information Dominance Warfare Specialist		
SEABEE Combat Warfare		
Special Warfare Combatant-Craft Crewman		
Submarine Specialist		
Surface Warfare Specialist		

Rate Specific/Department Qualifications (Add)	**Report Date**	**Completion Date** (If qualification is not required place N/A in this Block)
Medical Department JQR/PQS		

CERTIFICATIONS

The following post military occupations are similar to the HM-Hospital Corpsman Rating. For more information about these occupations, visit NAVY COOL at https://www.cool.navy.mil/usn/.

Occupation (Civilian Employer)
Anesthesiologist Assistants
Audio and Video Equipment Technicians
Camera and Photographic Equipment Repairers
Camera Operators, Television, Video, and Motion Picture
Cardiovascular Technologists and Technicians
Commercial Divers
Dental Assistants
Dental Hygienists
Dental Laboratory Technicians
Embalmers
Emergency Medical Technicians and Paramedics
Environmental Science and Protection Technicians, Including Health
Film and Video Editors
Funeral Attendants
Funeral Service Managers
Health Educators
Histotechnologists and Histologic Technicians
Licensed Practical and Licensed Vocational Nurses
Medical and Clinical Laboratory Technicians
Medical and Clinical Laboratory Technologists
Medical and Health Services Managers
Medical Assistants
Medical Equipment Preparers
Medical Equipment Repairers
Medical Records and Health Information Technicians
Morticians, Undertakers, and Funeral Directors
Neurodiagnostic Technologists
Nuclear Equipment Operation Technicians
Nuclear Medicine Technologists
Nursing Assistants
Occupational Health and Safety Specialists
Occupational Health and Safety Technicians
Occupational Therapy Aides
Occupational Therapy Assistants
Ophthalmic Medical Technicians
Opticians, Dispensing
Orderlies
Pharmacy Aides
Pharmacy Technicians
Phlebotomists
Photographic Process Workers and Processing Machine Operators
Physical Therapist Aides
Physical Therapist Assistants
Physician Assistants
Psychiatric Technicians
Radiation Therapists
Radiologic Technicians
Radiologic Technologists
Recreation and Fitness Studies Teachers, Postsecondary
Respiratory Therapy Technicians
Self-Enrichment Education Teachers
Skincare Specialists
Surgical Assistants
Surgical Technologists

Occupation (Federal Employer)
0018 - Safety and Occupational Health Management Series
0101 - Social Science Series
0102 - Social Science Aid and Technician Series
0180 - Psychology Series
0181 - Psychology Aid and Technician Series
0405 - Pharmacology Series
0601 - General Health Science Series
0603 - Physician Assistant Series
0610 - Nurse Series
0621 - Nursing Assistant Series
0622 - Medical Supply Aide and Technician Series
0625 - Autopsy Assistant Series
0630 - Dietitian and Nutritionist Series
0631 - Occupational Therapist Series
0633 - Physical Therapist Series
0635 - Kinesiotherapy Series
0636 - Rehabilitation Therapy Assistant Series
0638 - Recreation/Creative Arts Therapist Series
0639 - Educational Therapist Series
0640 - Health Aid and Technician Series
0642 - Nuclear Medicine Technician Series
0644 - Medical Technologist Series
0645 - Medical Technician Series
0646 - Pathology Technician Series
0647 - Diagnostic Radiologic Technologist Series
0648 - Therapeutic Radiologic Technologist Series
0650 - Medical Technical Assistant Series
0651 - Respiratory Therapist Series
0661 - Pharmacy Technician Series
0667 - Orthotist and Prosthetist Series
0668 - Podiatrist Series
0669 - Medical Records Administration Series
0670 - Health System Administration Series
0671 - Health System Specialist Series
0675 - Medical Records Technician Series
0679 - Medical Support Assistance Series
0680 - Dental Officer Series
0681 - Dental Assistant Series
0682 - Dental Hygiene Series
0683 - Dental Laboratory Aid and Technician Series
0685 - Public Health Program Specialist Series
0690 - Industrial Hygiene Series
3511 - Laboratory Working

Navy COOL: The following certifications and licenses are applicable to the HM-Hospital Corpsman rating. *They may require additional education, training or experience.*

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Academy of Professional Coders (AAPC)	Certified Professional Coder (CPC)	
E5	American Association of Bioanalysts (AAB)	Medical Technologist- Generalist (MT(AAB))	
E3	American Association of Electrodiagnostic Technologists (AAET)	Registered Nerve Conduction Study Technologist (R.NCS.T.)	
E3	American Association of Medical Assistants (AAMA)	Certified Medical Assistant (CMA)	
E3	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 1	
E4	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 2	
E5	American Association of Psychiatric Technicians (AAPT)	Nationally Certified Psychiatric Technician 3	
E5	American Board for Certification in Homeland Security (ABCHS)	Certified in Homeland Security Level V (CHS-V)	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	Contact Lens Registry Examination - NCLE- Basic	
E3	American Board of Opticianry & National Contact Lens Examiners (ABO-NCLE)	National Opticianry Competency Examination - ABO Basic	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Electroencephalographic Technologist (R. EEG T.)	
E3	American Board of Registration of Electroencephalographic and Evoked Potential Technologists (ABRET)	Registered Evoked Potential Technician (R.EP T.)	
E5	American Board of Wound Management (ABWM)	Certified Wound Care Associate (CWCA)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Clinical Exercise Physiologist (ACSM CEP)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Exercise Physiologist (ACSM EP-C)	
E3	American College of Sports Medicine (ACSM)	ACSM Certified Personal Trainer (CPT)	
E5	American College of Sports Medicine (ACSM)	ACSM Registered Clinical Exercise Physiologist	
E5	American Correctional Association (ACA)	Certified Corrections Nurse (CCN)	
E5	American Correctional Association (ACA)	Certified Corrections Nurse Manager (CCN/M)	
E3	American Education Certification Association	Certified Clinical Medical Assistant Specialist (CCMAS)	
E3	American Education Certification Association	Certified Computer Skills Specialist (CCSS)	
E3	American Education Certification Association	Certified EKG/Electrocardiogram Technician (Clinical)	
E4	American Education Certification Association	Certified Electronic Health Record Professional (CEHRP)	
E3	American Education Certification Association	Certified Medical Administrative Assistant /Office Specialist	
E3	American Education Certification Association	Certified Medical Billing & Coding	
E3	American Education Certification Association	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	American Education Certification Association	Certified Personal Trainer Specialist	
E3	American Education Certification Association	Certified Phlebotomy Technician (Clinical)	
E4	American Education Certification Association	Certified Rehabilitation Exercise Specialist	
E5	American Education Certification Association	Certified Rehabilitation Therapy Assistant	
E3	American Education Certification Association	Certified Rehabilitation Therapy Technician	
E3	American Education Certification Association	Certified Restorative Care Assistant / Specialist	
E3	American Education Certification Association	Certified Strength & Conditioning Rehabilitation Specialist	
E5	American Health Information Management Association (AHIMA)	Certified Coding Associate (CCA)	
E6	American Health Information Management Association (AHIMA)	Certified Coding Specialist (CCS)	
E3	American Medical Certification Association (AMCA)	Clinical Medical Assistant Certification (CMAC)	
E5	American Medical Certification Association (AMCA)	Nursing Assistant Certification	
E4	American Medical Technologists (AMT)	Certified Medical Administrative Specialist (CMAS)	
E4	American Medical Technologists (AMT)	Certified Medical Laboratory Assistant (CMLA)	
E3	American Medical Technologists (AMT)	Medical Laboratory Technician (MLT)	
E3	American Medical Technologists (AMT)	Registered Dental Assistant (RDA)	
E3	American Medical Technologists (AMT)	Registered Medical Assistant (RMA)	
E3	American Medical Technologists (AMT)	Registered Phlebotomy Technician (RPT)	
E3	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric (CPO)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Assistant (CPOA)	
E4	American Optometric Association - Commission on Paraoptometric Certification (AOA-CPC)	Certified Paraoptometric Technician (CPOT)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Adult Echocardiography) (RDCS-AE)	
E3	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Cardiac Sonographer (Pediatric Echocardiography) (RDCS-PE)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Abdomen) (RDMS-AB)	
E4	American Registry of Diagnostic Medical Sonography (ARDMS)	Registered Diagnostic Medical Sonographer (Obstetrics and Gynecology) (RDMS-OB/GYN)	
E4	American Registry of Radiologic Technologists (ARRT)	Computed Tomography (CT)	
E4	American Registry of Radiologic Technologists (ARRT)	Fluoroscopy Exam	
E6	American Registry of Radiologic Technologists (ARRT)	Mammography	
E4	American Registry of Radiologic Technologists (ARRT)	Nuclear Medicine Technology (R.T.(N))	
E4	American Registry of Radiologic Technologists (ARRT)	Quality Management (QM)	
E4	American Registry of Radiologic Technologists (ARRT)	Radiation Therapy (R.T.(T))	
E4	American Registry of Radiologic Technologists (ARRT)	Radiography (R.T.(R))	
E4	American Registry of Radiologic Technologists (ARRT)	Registered Radiologist Assistant (R.R.A.)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E6	American Registry of Radiologic Technologists (ARRT)	Sonography	
E4	American Society for Clinical Pathology (ASCP)	Histotechnician, HT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Histotechnologist, HTL(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Medical Laboratory Technician, MLT(ASCP)	
E4	American Society for Clinical Pathology (ASCP)	Phlebotomy Technician, PBT(ASCP)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray (IRSSP-X-Ray)	
E4	American Society for Nondestructive Testing (ASNT)	Industrial Radiography Radiation Safety Personnel - X-Ray and RAM (IRSSP-Combo)	
E5	American Society for Quality (ASQ)	Pharmaceutical GMP Professional	
E6	Association for Medical Imaging Management (AHRA)	Certified Radiology Administrator (CRA)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Biomedical Equipment Technician (CBET)	
E6	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Healthcare Technology Manager (CHTM)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Laboratory Equipment Specialist (CLES)	
E4	Association for the Advancement of Medical Instrumentation (AAMI)	Certified Radiology Equipment Specialist (CRES)	
E3	Association of Diving Contractors International (ADCI)	Air Diver	
E3	Association of Diving Contractors International (ADCI)	Entry Level Tender/Diver	
E5	Board of Certified Safety Professionals (BCSP)	Associate Safety Professional (ASP)	
E3	Board of Certified Safety Professionals (BCSP)	Certified Environmental, Safety & Health Trainer (CET)	
E5	Board of Certified Safety Professionals (BCSP)	Certified Safety Professional (CSP)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Nurse (CHN)	
E3	Board of Nephrology Examiners Nursing Technology (BONENT)	Certified Hemodialysis Technician (CHT)	
E4	Board of Registered Polysomnographic Technologists (BRPT)	Registered Polysomnographic Technologist (RPSGT)	
E4	Cardiovascular Credentialing International (CCI)	Certified Cardiographic Technician (CCT)	
E3	Cardiovascular Credentialing International (CCI)	Certified Rhythm Analysis Technician (CRAT)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Electrophysiology Specialist (RCES)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiac Sonographer (RCS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Cardiovascular Invasive Specialist (RCIS)	
E4	Cardiovascular Credentialing International (CCI)	Registered Vascular Specialist (RVS)	
E5	Certification Board for Radiology Practitioner Assistants	Radiology Practitioner Assistant	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Flexible Endoscope Reprocessor (CFER)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Surgical Instrument Specialist (CSIS)	
E4	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing and Distribution Technician (CSPDT)	
E5	Certification Board for Sterile Processing and Distribution (CBSPD)	Certified Sterile Processing Management (CSPM)	
E4	Certification Board for Urologic Nurses and Associates (CBUNA)	Certified Urologic Associate (CUA)	
E3	Computing Technology Industry Association (CompTIA)	CompTIA Certified Technical Trainer (CTT+)	
E3	Council for Accreditation in Occupational Hearing Conservation (CAOHC)	Occupational Hearing Conservationist (OHC)	
E3	Dental Assisting National Board (DANB)	Certified Dental Assistant (CDA)	
E3	Dental Assisting National Board (DANB)	Certified Preventive Functions Dental Assistant (CPFDA)	
E3	Dental Assisting National Board (DANB)	Certified Restorative Functions Dental Assistant (CRFDA)	
E3	Dental Assisting National Board (DANB)	National Entry Level Dental Assistant (NELDA)	
E4	Electronics Technicians Association, International (ETA-I)	Associate Electronics Technician (CETa)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Electronics Technician (BMD)	
E4	Electronics Technicians Association, International (ETA-I)	Biomedical Imaging Electronics Technician (BIET)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate AC (EM2)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate Analog (EM3)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Comprehensive (EM5)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate DC (EM1)	
E5	Electronics Technicians Association, International (ETA-I)	Electronics Associate Digital (EM4)	
E6	Federation of State Boards of Physical Therapy (FSBPT)	National Physical Therapist Assistant Examination (NPTAE)	
E6	Institute for Safety and Health Management (ISHM)	Certified Safety and Health Manager (CSHM)	
E4	International Association of Healthcare Central Service Materiel Management (IAHCSMM)	Certified Registered Central Service Technician (CRCST)	
E6	International Board for Certification of Safety Managers	Certified Emergency Disaster Professional (CEDP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Emergency Professional (CHEP)	
E6	International Board for Certification of Safety Managers	Certified Healthcare Safety Professional (CHSP)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Environmental Services (CHS-EVS)	
E6	International Board for Certification of Safety Managers	Certified in Healthcare Safety - Long Term Care (CHS-LTC)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Cardiac Device Specialist for the Allied Professional (CCDS)	
E4	International Board of Heart Rhythm Examiners (IBHRE)	Certified Electrophysiology Specialist for the Allied Professional (CEPS)	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Associate-Level	
E3	International Society of Certified Electronics Technicians (ISCET)	Certified Electronics Technician - Journeyman-Level - Medical	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Assistant (COA)	
E4	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Certified Ophthalmic Technician (COT)	
E5	Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO)	Ophthalmic Surgical Assistant (OSA)	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Examination - Part I	
E4	Joint Commission on National Dental Examinations (JCNDE)	National Board Dental Hygiene Exam (NBDHE)	
E3	Medical Dosimetrist Certification Board (MDCB)	Certified Medical Dosimetrist	
E5	National Association for Fitness Certification (NAFC)	NAFC Personal Training	
E3	National Asthma Educator Certification Board (NAECB)	Certified Asthma Educator (AE-C)	
E3	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Ceramics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Complete Dentures	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Crown and Bridge	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Implants	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Orthodontics	
E4	National Board for Certification in Dental Laboratory Technology (NBC)	Certified Dental Technician- Partial Dentures	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Certified Occupational Therapy Assistant (COTA)	
E3	National Board for Certification in Occupational Therapy, Inc. (NBCOT)	Occupational Therapist Registered (OTR)	
E3	National Board for Certification of Orthopaedic Technologists (NBCOT)	Orthopaedic Technologist - Certified (OTC)	
E3	National Board for Respiratory Care (NBRC)	Adult Critical Care Specialty Examination (ACCS)	
E3	National Board for Respiratory Care (NBRC)	Certified Pulmonary Function Technologist (CPFT)	
E3	National Board for Respiratory Care (NBRC)	Certified Respiratory Therapist (CRT)	
E4	National Board for Respiratory Care (NBRC)	Neonatal/Pediatric Respiratory Care Specialist (CRT-NPS RRT-NPS)	
E3	National Board for Respiratory Care (NBRC)	Registered Respiratory Therapist (RRT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Certified Hyperbaric Technologist (CHT)	
E3	National Board of Diving and Hyperbaric Medical Technology	Diving Medical Technician (DMT)	

Target paygrade	Certifying Agency	Credential Title	Date Completed
E3	National Board of Surgical Technology and Surgical Assisting (NBSTSA)	Certified Surgical Technologist (CST)	
E3	National Center for Competency Testing (NCCT)	Medical Assistant (NCMA)	
E3	National Center for Competency Testing (NCCT)	Medical Office Assistant (NCMOA)	
E3	National Center for Competency Testing (NCCT)	National Certified ECG Technician (NCET)	
E3	National Center for Competency Testing (NCCT)	National Certified Insurance and Coding Specialist (NCICS)	
E3	National Center for Competency Testing (NCCT)	National Certified Patient Care Technician (NCPCT)	
E3	National Center for Competency Testing (NCCT)	National Certified Phlebotomy Technician (NCPT)	
E3	National Center for Competency Testing (NCCT)	Tech in Surgery - Certified TS-C (NCCT)	
E3	National Commission for the Certification of Surgical Assistants (NCCSA)	Certified Surgical Assistant (CSA)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN)	
E6	National Council of State Boards of Nursing, Inc. (NCSBN)	National Council Licensure Examination for Registered Nurses (NCLEX-RN)	
E3	National Council of State Boards of Nursing, Inc. (NCSBN)	National Nurse Aide Assessment Program (NNAAP)	
E3	National Environmental Health Association (NEHA)	Certified Professional - Food Safety (CP-FS)	
E3	National Environmental Health Association (NEHA)	Healthy Homes Specialist (HHS)	
E3	National Environmental Health Association (NEHA)	Registered Environmental Health Specialist/Registered Sanitarian (REHS/RS)	
E5	National Exercise Trainers Association (NETA)	Certified Group Exercise Instructor	
E4	National Healthcareer Association (NHA)	Certified Billing and Coding Specialist (CBCS)	
E3	National Healthcareer Association (NHA)	Certified Clinical Medical Assistant (CCMA)	
E3	National Healthcareer Association (NHA)	Certified EKG Technician (CET)	
E4	National Healthcareer Association (NHA)	Certified Electronic Health Record Specialist (CEHRS)	
E3	National Healthcareer Association (NHA)	Certified Medical Administrative Assistant (CMAA)	
E3	National Healthcareer Association (NHA)	Certified Patient Care Technician/Assistant (CPCT/A)	
E3	National Healthcareer Association (NHA)	NHA-Certified Pharmacy Technician (NHA-CPhT)	
E3	National Healthcareer Association (NHA)	NHA-Certified Phlebotomy Technician (NHA-CPT)	
E3	National Phlebotomy Association (NPA)	Certified Phlebotomist Technologist (CPT)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Responder (EMR)	
E3	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Technician (EMT)	
E4	National Registry of Emergency Medical Technicians (NREMT)	National Registered Paramedic (NRP)	
E4	National Registry of Radiation Protection Technologists	Registered Radiation Protection Technologist (RRPT)	
E4	Nephrology Nursing Certification Commission (NNCB)	Certified Clinical Hemodialysis Technician (CCHT)	
E4	Nuclear Medicine Technology Certification Board (NMTCB)	Nuclear Medicine Technologist (NMT)	
E3	Pharmacy Technician Certification Board (PTCB)	PTCB-Certified Pharmacy Technician (PTCB-CPhT)	
E5	PTA Global	Certified Personal Trainer (CPT)	
E4	Radiology Coding Certification Board (RCCB)	Radiology Certified Coder	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Educator (CHSE)	
E5	Society for Simulation in Healthcare (SSH)	Certified Healthcare Simulation Operations Specialists (CHSOS)	
E5	The American Society of Anesthesia Technologists and Technicians	ASATT Technologist Certification (Cer.A.T.T)	
E5	World Safety Organization (WSO)	Certified Safety Specialist (WSO-CSS)	
E5	World Safety Organization (WSO)	Certified Safety Technician (WSO-CST)	

Visit Navy COOL at https://www.cool.navy.mil/usn/ for additional Credentials that you may qualify to earn; however funding may be limited to your GI Bill.

UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM (USMAP):

Rank	Apprenticeship	Date Completed
E1 - E9	Computer Operator	
E1 - E9	Dental Assistant (Medical Service)	
E1 - E9	Dental-Equipment Installer And Servicer (Wholesale Trade)	
E1 - E9	Dental-Laboratory Technician (Protective Devices)	
E1 - E9	Electromedical Equipment Repairer (Any Industry)	
E1 - E9	Electronics Tester	
E1 - E9	Emergency Medical Technician	
E1 - E9	Medical Laboratory Technician (Medical Service)	
E1 - E9	Medical Secretary (Medical Service)	
E1 - E9	Nurse Assistant (Medical Service)	
E1 - E9	Paramedic (Medical Service)	
E1 - E9	Pharmacist Assistant (Military Service)	

Visit USMAP https://usmap.netc.navy.mil/usmapss/static/index.htm for additional information.

STAY NAVY

REENLIST / EXTEND: Request Chit/Form: _____ Guaranteed Assignment in Detailing (GUARD 2000): _____

Career Management System/Interactive Detailing (CMS/ID): _____

Medical/Dental Screening: _____ Command Recommendation (evaluation): _____ Bonus: _____ Ceremony: _____

TRANSFER:

15 Months	12 Months	9 Months	6 Months	Orders Received
Exception Family Member_____	EFM____	CMS/ID____	Accept Orders_____	Screening_____
CMS/ID_____	CMS/ID_____		Reverse Sponsor_____	Obligate_____
Continuous Overseas Tours (COT) _____			Relocation (FFSC) ____	Bonus_____
Overseas Tour Extension Incentive Program (OTEIP) _____			Medical/Dental_____	

For additional assistance in transfer and relocation, go to the Military HOMEFRONT website: http://www.public.navy.mil/bupers-npc/Pages/default.aspx and visit your Fleet and Family Support Center on base.

SEPARATING/RETIRE:

18 -12 months	6 months	90 days	30 days
Transition GPS _____	MED/DEN _____	Copy of Records_____	Copy of Records _____
Complete DD2648PSD_____	Relocation _____	Official Record CD_____	PSD_____
Transition Planning_____	Relocation Services (FFSC) _____	Arrange Ceremony_____	MED/DEN _____
	Reserve Affiliation_____	Request Leave / PTDY _____	
	VA/DVA_____		

PHYSICAL FITNESS:

Participate in a year-round physical fitness program to meet Navy fitness and BCA standards. Review and verify accuracy of PFA data in PRIMS within 60 days of the PFA cycle. (PRIMS is accessible through your BUPERS Online Account)

Height_____ Weight_____ If Required (Neck_____ Waist_____ Hips (Female) _____ BCA _____)

Last 2 PRT Cycles: Curl-ups_____/_____ Push-ups_____/_____ Run/Swim/Cardio_____/____ Overall Score_____/_____

List date (if) any PRT/BCA failure(s) over the last 5 years _____/_____ List if any Medical Waiver(s)_____/_____

For more information on Navy Fitness, visit: http://www.navyfitness.org/

PROFESSIONAL MILITARY EDUCATION

(Resident and non-resident coursework designed to enhance a Sailor's general military professional knowledge and abilities)

EDUCATION: (Prior to considering any pursuit of off duty education or program enrollment VISIT YOUR NAVY COLLEGE OFFICE or call the Virtual Education Center (VEC)!!!)

Education Plan Completed (Navy College Office/VEC _____Current Education Level_____

Degree Goal_____
Various distance learning degree options are available using, Sailor and Marine Online Academic Advisor (SMOLAA)

Goal: Date: AA/AS _____ BA/BS _____ Master _____
(Credits to earn a degree - AA/AS: 60 SH/90 QH, BA/BS: 120 SH/180, QH, Master /Doctorate: Variable based on program)

Number of current credits _____ American Council on Education (ACE) recommended credits_____

SOC DNS Agreement _____ Joint Service Transcripts (JST) _____ HS Transcripts_____ College Transcripts_____

Date Degree Obtained: AA/AS _____ BA/BS _____ Master _____ Doctorate _____

For entry into JST, send official transcripts to:
Naval Education and Training Professional Development and Technology Center
Attn: JST Operation Center N615
6490 Saufley Field Road
Pensacola, FL 32509
Phone: 1-877-838-1659
Comm: 757-492-4684
FAX: 757-492-5095
DSN: 492-4684
Email: VEC@navy.mil

VOLUNTARY EDUCATION (Study guides and exam preparations and practice test located on NKO)

NCPACE _____CLEP _____DSST _____TA _____MGIB _____Post 9/11 GIB_____AEV_____

MCPO REQUIRED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Joint Professional Military Education (JPME)	War College	Military DON / PME	40 hours	
Senior Enlisted Academy [4]	Newport RI	P-920-1300	9 weeks (DL) / 3 weeks (F2F)	
ADAMS for Supervisors	Various Locations	S-501-0120	8 hours	
ADAMS for Facilitators	Various Locations	S-501-0110	16 hours	
Ethics Training	Command Delivered			
Required General Military Training Topics For FY 2016 (Standardized Core Training) [1]				
Antiterrorism Level I Awareness	NKO/Command Delivered	CENSECFOR-AT-010-1.0		
Combating Trafficking in Persons General Awareness	NKO/Command Delivered	DOD-CTIP-1.0		
Counterintelligence Awareness and Reporting	NKO/Command Delivered	DOD-CIAR-1.0		
Cyber Awareness Challenge V3	NKO/Command Delivered	DOD-IAA-V13.0		
Operations Security (Uncle Sam's OPSEC)	NKO/Command Delivered	NIOC-USOPSEC-2.0		
Privacy and Personally Identifiable Information	NKO/Command Delivered	DOD-PII-2.0		
Records Management	NKO/Command Delivered	DOR-RM-010-1.1		
Sexual Assault Prevention and Response Awareness (SAPR)	Command Delivered	CPPD-GMT-SAPRA-1.0 CC		
Equal Opportunity/Sexual Harassment/Grievance Procedures [2]	Command Delivered	CPPD-GMT-EOSH-1.0		
Suicide Prevention	Command Delivered	CPPD-GMT-SAP-1.0		
Required General Military Training Topics For FY 2016 (Command-Assigned Readiness –Enhancement topics; biennial periodicity) [3]				
Alcohol, Drug, and Tobacco Awareness	Command Delivered	CPPD-GMT-ADTA-1.0		
Domestic Violence Prevention and Reporting	NKO/Command Delivered	CPPD-GMT-DV-1.0		
Sexual Health and Responsibility	NKO/Command Delivered	CPPD-GMT-SHR-1.0		
Stress Management	Command Delivered	CPPD-GMT-SM-1.0		

1 - Verify GMT topics on NKO GMT web page.
2 - Course should be delivered in conjunction with SAPR. If not practicable, separate training is still required.
3 - Topics to be delivered once per deployment cycle. If deployment cycle is not applicable or exceeds two years between deployments, then deliver once every two years.
4 - Course remains a requirement to become a Command Master Chief/Chief of the Boat.

MCPO REQUIRED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Hospital Corpsman Rate Training Manual	NRTC	NAVEDTRA 14295B		
Customer Service	NRTC	NAVEDTRA 14056		
Immunization Basic Course	NMO	MILVAX		
TRICARE Fundamentals	TRICARE UNIVERSITY			
MHS HIPAA courses	Military Health System Learning Portal (MHS)			
Chemical, Biological, Radiological (CBR) Personnel Casualty Treatment	NKO E-Learning	CNE-EPOC-ELO-29.01.01.03-00001	2 hours	
BLS Healthcare Provider Course	Command Delivered		4 hours	
Navy Enlisted Occupational Standards	NPC	NAVPERS 18068F		
Executive Medical Department Enlisted Course (EMDEC)	NMPDC Bethesda, MD	B-300-1789	12 days	
Expeditionary Medicine - Tactical Combat Casualty Care	NKO E-Learning	NM-10-EMTCCC-2.0		

MCPO RECOMMENDED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Chief's Mess Training (CMT/LCC) (21 modules available)	Command Delivered		Each Month	
Primary Enlisted Professional Military Education (PEPME)	NKO	Military DON/ PME	60 hours	
Block 1 Primary EPME - Introduction	NKO	PPME-SENL-B1		
Block 2 Primary EPME - The Culture of the Navy	NKO	PPME-SENL-B2		
Block 3 Primary EPME - Governance of the Navy	NKO	PPME-SENL-B3		
Block 4 Primary EPME - How the Navy Thinks About War	NKO	PPME-SENL-B4		
Block 5 Primary EPME - How the Navy Plans its Operations	NKO	PPME-SENL-B5		
Block 6 Primary EPME - Technology in the Maritime Domain	NKO	PPME-SENL-B6		
Block 7 Primary EPME - PME Conclusion	NKO	PPME-SENL-B7		
Joint Professional Military Education (JPME)	NOK	JKDDC-SNCO-2	60 hours	
Senior Enlisted Leadership Development Guide	NKO			
CMDCM/COB Leadership Course (Must have fleet recommendation)	NKO/Classroom (Newport, RI)	CPPD/NETC CMDCM-9580 COB-9579		
Culture	NKO or College Course	Foreign Language and Culture	45 hours	
Selection Board Member	NKO	NPC-SBM-2.0	1 hour	
Recommended General Military Training Topics For FY 2016 (Delivery determined by command discretion) [1]				
Energy Policy	Command Delivered	OPNAV-GMTE-1.0		
Hazing Policy and Prevention	Command Delivered	CPPD-GMT-HPP-1.0		
Operational Risk Management	NKO/Command Delivered	CPPD-GMT-ORM-1.0		
Personal Financial Management	Command Delivered	CPPD-GMT-PFM16-1.0		
Physical Readiness	NKO/Command Delivered	CPPD-GMT-PRT-2.0		

1 - Verify GMT topics on NKO GMT web page.

Courses with Recommended Reserve Points:
Commander Navy Reserve Forces (CNRF) N7 determines the number of reserve points awarded for completion of a course taken on Navy E-Learning. This listing should only be used as a guide and is subject to change by direction of CNFR N7.
Navy E-Learning has no control over how many, if any, reserve points are eventually awarded for the completion of a course. All questions concerning the award of reserve points should be directed to CNFR N7.

MCPO RECOMMENDED RESERVE PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NROWS Orders Administration Course	NKO	R-500-0140/02PG /DoN	8 hours	
Naval Reserve Center Commanding Officer Officer In Charge	NKO	CNRFC-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRFC-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRFC-MSC101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRFC-NPSAP-2 /DoN 0	23 hours	

MCPO RECOMMENDED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Reserve Center Medical Administration	New Orleans/NKO E-Learning	R-500-0007	5 days	
13 Heat Stress Program Fundamentals-WBGT	NKO E-Learning	CNE-BECC-0130-1.0	1 hour	
Heat Stress Afloat	NKO E-Learning	NMCPHC-HAS-1.0	1 hour	
Environmental Injuries	NKO E-Learning	NMHCI4207V2 DON	2 hours	
Plant Pest and Vegetation Management	CA/FL	B-322-1071	4 days	
Arthropod and Vertebrate Pest Management	CA/FL	B-322-1072	10 days	
DOD Pest Management Recertification	CA/FL/HI	B-322-1074	3 days	
Shipboard Pest Management	CA/FL/HI/VA	B-322-1075	2 days	
Operational Entomology Training	CA/FL	B-322-1077	10 days	
Casualty Treatment Training Course	CA	B-330-0012	4 days	
DOD Smallpox Vaccination	Navy Med. Online	MILVAX		
TRICARE Online Courses	TRICARE UNIVERSITY	Various Courses		
MHS Clinical Quality Management Courses	MHS Online Ed	Various Courses		
Navy Trauma Training Center	NMOTC Pensacola, FL	Navy Trauma Training Center	21 days	
Aviation Medicine for the IDC	NKO E-Learning	NMMPTE-AMIDC-1.0	1 hour	
Triage and Surgical Procedures	NKO E-Learning	CNET10090	8 hours	
How to Identify and Provide Non-Surgical Treatment of Airway Obstruction	NKO E-Learning	CNET11439	1 hour	
Burn Casualty Management	NKO E-Learning	CNET12623	15 hours	
Envenomations and Poisonings Reference	NKO E-Learning	CNET12639	1 hour	
Chemical, Biological, Radiation, and Nuclear Explosive Casualties	NKO E-Learning	NMHCI4407V2.1	1 hour	
BMDOC Unit 1: Organizational Structure, Relationships, and Policy Courses	NKO E-Learning	NM-11-BMDOC-U1-3.0	2 hours	
BMDOC Unit 2: Utilization and Management of Resources Courses	NKO E-Learning	NM-11-BMDOC-U2-3.0	2 hours	
BMDOC Unit 3: Operational Policies, Procedures, and Strategies Courses	NKO E-Learning	NM-11-BMDOC-U3-3.0	2 hours	
Deployable Medical Systems (DepMeds) Readiness Training	NKO E-Learning	NMETC-DMS-01	40 hours	
Health Aspects of Marine Sanitation	NKO E-Learning	NMETC-HAMSD-1.0	2 hours	
Hearing Conservation	NKO E-Learning	NMCPHC-HC-1.0	1 hour	
Navy Medicine Public Affairs--120 Day Survival Kit	NKO E-Learning	NMETC-NMPA-1	1 hour	
Optician Sustainment Training	NKO E-Learning	NMETC-OST-3	4 hours	
Water Sanitation Afloat	NKO E-Learning	NMETC-WSA-1.0	1 hour	
FDPMU Orientation Training Course	NKO E-Learning	CFHP-FDPMU-OTC-1.0	5 hours	
Navy Health Promotions Basics Course Level 1	NKO E-Learning	NMHPB081	8 hours	
HRO - 120 Day Survival Kit	NKO E-Learning	NMHRO071	2 hours	
Sexual Assault Prevention and Response Course	NKO E-Learning	NMSAPR071	2 hours	
Operational Medicine 2007	NKO E-Learning	opMED2007	3 hours	
Virtual NH courses by systems	Virtual Naval Hospital			
Tactical Combat Casualty Care (TCCCT) Train-the-Trainer Course	West Coast - Naval Expeditionary Medicine Institute (Camp Pendleton, CA)	B-300-4000	3 days TCCC-P should be completed prior to attending the Instructor course	

NAVY PROFESSIONAL READING PROGRAM (PRP)

The purpose of the Reading Program is to facilitate the professional and personal development of all Sailors. For additional information on changes, refer to NAVADMIN 309/12 or visit http://navyreading.dodlive.mil/ or http://navy.lib.overdrive.com/ or https://wwwa.nko.navy.mil

ESSENTIAL READING

WARFIGHTING FIRST	**Completed**
1812: The Navy's War *by George C. Daughan*	
Cybersecurity and Cyberwar: What Everyone Needs to Know *by P.W. Singer*	
SEAL of Honor *by Gary Williams*	
Leading with the Heart *by Mike Krzyzewski, Donald T. Phillips, and Grant Hill*	
The Twilight War *by David Crist*	
Wake of the Wahoo *by Forest J. Sterling*	
OPERATE FORWARD	**Completed**
The Crisis of Islam *by Bernard Lewis*	
Execute Against Japan *by LT Joel Holwitt, USN*	
Monsoon *by Robert Kaplan*	
Neptune's Inferno *by James D. Hornfischer*	
Red Star Over the Pacific *by Toshi Yoshihara and James Holmes*	
Fallout *by Catherine Collins and Douglas Frantz*	
BE READY	**Completed**
A Sailor's History of the U.S. Navy *by Thomas Cutler*	
In the Shadow of Greatness *by Joshua Welle, John Ennis, Katherine Kranz and Graham Plaster*	
Navigating the Seven Seas *by Melvin G. Williams, Sr. and Melvin G. Williams, Jr.*	
The Trident: The Forging and Reforging of a Navy SEAL Leader *by Jason Redman and John Bruning*	
Turn the Ship Around *by David Marquet*	
Wired for War *by P.W. Singer*	

Twenty-four additional books are categorized as "recommended reading," and are available as electronic books (e-books). Many can be downloaded at no cost through the Navy general library program site on Navy Knowledge On-line (NKO).

The entire list, with book summaries and additional information is available at http://navyreading.dodlive.mil/

The CNO-PRP has been streamlined to make our Navy's reading program more interactive, affordable, and wherever possible, electronically accessible. To that end: a number of the titles will be available for free at the NKO portal at https://wwwa.nko.navy.mil.

- Click on the reference tab, then e-library audio and e-books tab.
- In order to download books, an "overdrive" account is required. On the top right, click on the overdrive window and follow the prompts.
- Then, not only are the PRP books available, but also hundreds of other items.

Note: Security restrictions preclude downloading via Navy owned computers, so downloading them to personally-owned devices will be required.

MCPO RECOMMENDED COMMUNITY READING

Title	Completed
Flags of our Fathers *by James Bradley*	
Doc: Heroic Stories of Medics, Corpsmen, and Surgeons in Combat *by Mark R. Littleton*	
Corpsman Up *by Paul Baviello*	
A Corpsman's Legacy: He continues to Heal Others Through a Daughter He never Knew *by Stephanie Hanson*	
Corpsman Up! *by Charlie 'Doc' Rose*	
Not On My Watch: The 21st Century Combat Medic *by Joshua M. Peters, Joshua R. Fansler*	
On Call In Hell: A Doctor's Iraq War Story *by CDR Richard Jadick*	
A Doctor Looks at War: My Year in Iraq *by Michael C. Hodges*	
Medics at War: Military Medicine from Colonial Times to the 21st Century *by John T. Greenwood, F. Clifton Berry Jr.*	
Medic!: How I Fought World War II *by Morphine, Sulfa, and Iodine Swabs*	
Combat Medic: World war II *by John A. Kerner*	
Lone Survivor: The Eyewitness Account of Operation Redwing and the Lost Heroes of SEAL Team 10 *by Marcus Luttrell*	
My Men Are My Heroes: the Brad Kasal Story *by Nathaniel R. Helms*	
In the Company Of Heroes *by Michael J. Durant*	
Combat Corpsman *by Greg McPartlin*	

ALL PAYGRADES
VOLUNTARY EDUCATION

Note: Prior to considering any pursuit of off duty education or program enrollment visit your Navy College Office or call the Virtual Education Center (VEC).

You must complete the Tuition Assistance Workshop before your first course will be approved.

E1- E6: The workshop is available at your Navy College Office
E-7 and above: The Workshop is available at your Navy College Office
or
Complete the online course at the Navy College Website

How do I get started?

You already have. All your training up to this point is part of your Hospital Corpsman Roadmap. Now that you have made the first steps you will need to sit down and formulate a plan. This plan will work best if you start out discussing your options with your Leading Chief Petty Officer, Leading Petty Officer, Mentor, or Career Counselor. They will help you understand all of the basics. Then your next stop is your Navy College Office. The counselors there will be able to help you formalize your plan and make sure that it makes sense for both you and the Navy. To aid you in your conversation with these professionals, here are a few questions that you may want to ask.

What credits do you have? What non-college courses have you taken? Where do you want to go? What field of study, or what kind of degree? What program will help me get there, Traditional or Online, What are my next steps: Transfer credits, Take exams, Have experience evaluated, Then lastly sign up for new courses?

RECOMMENDED OCCUPATIONAL-RELATED ASSOCIATE'S DEGREE FOR HM

Recommended Associates' degrees for the Hospitalman
Health Science Technology
General Studies or Associate in Arts
Industrial Management Technology
Supervisory Leadership
Business Administration
Information Systems
Applied Health Studies focus Emergency Medical Technician

RECOMMENDED OCCUPATIONAL-RELATED BACCALAUREATE/MASTERS DEGREE FOR HM

Recommended Bachelors/Masters degrees for the Hospitalman
Health Science
Health Administration
Long-Term Care Administration
Business Administration w/ specialization Health Services Management
Psychology

GENERAL INFORMATION ON VOLUNTARY EDUCATION

The Navy College Program & Web Page:

The Navy College Program (NCP) provides opportunities to Sailors to earn college degrees by providing academic credit for Navy training, work experience, and off-duty education. The NCP mission is to enable Sailors to obtain a college degree while on active duty. In support of the four R's- Recruiting, Readiness, Retention, and Respect, the NCP signifies Navy's commitment to education by improving enlistment appeal, demonstrating Navy service and achieving a college degree are compatible, helping Sailors apply themselves to new situations and challenges and better preparing them for advancement, building up Sailors' self-image, and producing higher quality Sailors. More information is available online at: https://www.navycollege.navy.mil

Navy College Program Distance Learning Program (NCPDLP)

The Navy College Program (NCP) has developed partnerships with colleges and universities to offer rating relevant degrees via distance learning to Sailors everywhere. These new education partnerships provide associates and bachelors degree programs relevant to each rating, and make maximum use of military professional training and experience to fulfill degree requirements. The program also provides opportunities to take courses through distance learning so that Sailors anywhere will be able to pursue a degree. Courses are offered in a variety of formats, such as CD-ROM, videotape, paper, or over the Internet. Contact your Navy College Office or the Navy College Center about degree programs available from your partnership schools.

Servicemembers Opportunity College Degree Network System (SOC DNS):

The SOC DNS consists of accredited colleges offering specific associate's and bachelor's degrees (while limiting academic residency) to Sailors, Marines, Soldiers and members of the Coast Guard worldwide. Colleges taking part in each curriculum area guarantee acceptance of one another's courses as identified by SOC DNS Course Category Codes. The "home" college (the SOC DNS college from which the student wishes to graduate) issues an official Student Agreement to all eligible students after the completion of the sixth semester hour and a complete evaluation of the servicemember's prior learning, including courses from other colleges and universities, military training and occupational experience, nationally-recognized tests, and other non-traditional credit. The SOC DNS Student Agreement is a contract-for-degree that protects the eligible student from changes to his or her degree program. It is a comprehensive long-range degree plan that lists all of the course requirements, but does not require that all courses be taken with that college. More information is available online at: http://www.soc.aascu.org/socdns/

Tuition Assistance (TA):

TA provides funds for eligible active-duty personnel to attend approved educational institutions on an off-duty basis to earn a high school diploma, vocational/technical certificate, or college degree. TA pays for tuition and fees directly associated with the course of instruction. TA will pay for the following amounts per fiscal year: 16 semester hours, not-to-exceed $250/credit or 24 quarter hours, not-to-exceed $166.67/credit or 240 clock hours (CH), not-to-exceed $16.67/CH or a combination of semester and quarter hours.

Joint Service Transcripts (JST)

JSTs are official military transcripts which are used by colleges to validate your actual credited training. Every Sailor has a transcript already and access to it is free. More information is available online at: https://jst.doded.mil/

The American Council on Education (ACE)

ACE has reviewed every course listed in the OCCUPATIONAL Roadmap and determined what type of collegiate level credit is recommended. The ACE identifier, listed with each course, is a source to validate the information and to check for changes as they occur. Updates can be found at http://www.militaryguides.acenet.edu.

Vocational Certificates

Vocational Certificates are available from most community colleges. Most of your military training can be counted toward their degree programs, but they will still require residency credits and approximately 40-75 credit hours. These certificates can be as valuable as the apprenticeship program in the civilian work force.

College credits by Testing CLEP, DSST

Testing can replace the requirement to attend most of the college courses listed in the Occupational Roadmap. Base Education Centers offer CLEP and DSST exams for active duty military at no cost. They also offer a comprehensive list of "credit-by-exam" tests. Additionally, many of the tests have study guides available. These tests are available at the base education center or through the base library system.

DANTES (DSST) http://www.dantes.doded.mil/DANTES_WEB/EXAMINATIONS/DSST.htm
CLEP Exams http://www.collegeboard.com/student/testing/clep/about.html

SAMPLE DEGREE PLAN

Hospital Corpsman

There are several paths to pursue that are related to the Hospital Corps rating. Nursing; Administration, Pre-med or Medical specialty degrees e.g. RT, Dental etc. Once you know which path you want to pursue, it is strongly recommended that you discuss and determine your end goals with a Navy College counselor and later your college counselor. Remember that it is ultimately your responsibility to determine what your program and requirements are and to develop a degree plan. Knowing your end goals or possibilities can help ensure that your current studies will qualify you for later goals. If you are unsure, a good place to start is your general education courses.

Information below can also be found at:

https://www.navycollege.navy.mil/rates/rates.aspx?rate=HM

https://www.navycollege.navy.mil/roadmaps/HM.aspx

All degree plans listed are in no form an endorsement of any institution.

Degree Roadmap

Degree Offered	Select College for Roadmap
BS - Bachelor of Science (Health Care Administration)	Charter Oak State College
BS - Technical Management (General Technical)	DeVry University
BS - Community and Human Services (Health Services Administration)	Empire State College
BS - Community and Human Services (Mental Health Administration)	Empire State College
AA - Liberal Arts	Excelsior College
AAS/AS - Nursing	Excelsior College
AS - Liberal Arts	Excelsior College
BA - Liberal Arts	Excelsior College
BS - Health Sciences	Excelsior College
BS - Liberal Arts	Excelsior College
AS - Industrial Management Technology	Florida State College At Jacksonville
BA - Sociology	Fort Hays State University
BGS - Bachelor of General Studies	Fort Hays State University
BGS - Organizational Leadership	Fort Hays State University
BS - Organizational Leadership	Fort Hays State University
BA - Interdisciplinary Studies	Governors State University
ASL - Associate in Supervisory Leadership	Hawaii Pacific University
BS - Diplomacy and Military Studies	Hawaii Pacific University
BS - Health Sciences (Health Services Administration)	Old Dominion University
AA - Business and Economics	Olympic College
BS - Health Administration	Saint Joseph's College of Maine
BS - Long-Term Care Administration	Saint Joseph's College of Maine

BA - Psychology	Saint Leo University
BS - Health Care Management	Saint Leo University
AS - Business Studies	San Diego City College
AA - Information Systems	Strayer University
AA - Associate in Arts	Thomas Edison State College
AA - Photography	Thomas Edison State College
AAS - Applied Health Studies	Thomas Edison State College
AAS - Respiratory Care	Thomas Edison State College
AS - Applied Science and Technology (Biomedical Electronics)	Thomas Edison State College
AS - Applied Science and Technology (Clinical Laboratory Sciences)	Thomas Edison State College
AS - Applied Science and Technology (Medical Imaging)	Thomas Edison State College
AS - Business Administration	Thomas Edison State College
BA - Liberal Studies	Thomas Edison State College
BS - Applied Science and Technology (Clinical Laboratory Sciences)	Thomas Edison State College
BS - Applied Science and Technology (Cytotechnology)	Thomas Edison State College
BS - Applied Science and Technology (Medical Imaging)	Thomas Edison State College
BS - Applied Science and Technology (Nuclear Medicine Technology)	Thomas Edison State College
BS - Business Administration (General Management)	Thomas Edison State College
AA - Associate in Arts	Trident Technical College
AS - Associate of Science (General Education/Business Administration)	Troy University
BAS - Resource & Technology Management	Troy University
BA - Administrative Leadership	University of Oklahoma
AA - Associate in Arts (Business/Business Information Systems)	University of the Incarnate Word
AA - Associate in Arts (Business/Business)	University of the Incarnate Word
AA - Associate in Arts (Liberal Arts)	University of the Incarnate Word
BA - Human Resources	University of the Incarnate Word
BA - Organizational Development	University of the Incarnate Word
BAAS - Bachelor of Applied Arts and Sciences	University of the Incarnate Word
BS - Health Services Administration	Upper Iowa University

Hospital Corpsman (HM)

L=Lower Division Baccalaureate/Associate Degree
U=Upper Division Baccalaureate
V=Vocational Certificate
G=Graduate

Military Progression:
(The amount of credit reflected in this section is dependent upon a Sailor's rank.)

	Type	Semester Hours	Cumulative Hours
Hospitalman			
Cardiopulmonary Resuscitation	L	1	
Clinical Nursing Practice	L	4	
Emergency Medical Procedures	L	3	
Health, Wellness, and Safety	L	3	
Medical Terminology	L	1	
Nursing Procedures	L	3	
Phlebotomy Procedures	L	2	
			17 L
Hospital Corpsman, Third Class			
Fundamentals of Nursing	L	3	
Health Information Management	L	3	
Military Science	L	3	
Physical Assessment	L	3	
			12 L
Hospital Corpsman, Second Class (Replaces HM3 Credit)			
Fundamentals of Nursing	L	3	
Health Information Management	L	3	
Introduction to Supervision OR Introduction to Healthcare Management	L	3	

Medical Office Administration	L	3	
Military Science	L	3	
Pharmacology	L	3	
Physical Assessment	L	3	
Advanced Physical Assessment	U	3	
Medical Surgical Nursing (Practicum)	U	3	
			21 L
			6 U

Hospital Corpsman, First Class (Replaces HM2 Credit)

Fundamentals of Nursing	L	3	
Health Information Management	L	3	
Introduction to Supervision OR Introduction to Healthcare Management	L	3	
Medical Office Administration	L	3	
Military Science	L	3	
Pharmacologyt	L	3	
Physical Assessment	L	3	
Advanced Physical Assessment	U	3	
Medical Surgical Nursing (Practicum)	U	3	
			21 L
			6 U

Chief Hospital Corpsman (Replaces HM1 Credit)

Fundamentals of Nursing	L	3	
Health Information Management	L	3	
Introduction to Supervision OR Introduction to Healthcare Management	L	3	
Medical Office Administration	L	3	
Military Science	L	3	
Pharmacologyt	L	3	
Physical Assessment	L	3	
Advanced Physical Assessment	U	3	
Medical Surgical Nursing (Practicum)	U	3	
Organizational Behavior	U	3	
Executive Communication	G	3	
Managerial Leadership	G	3	
Organizational Design and Development	G	3	
Project Management	G	3	
			21 L
			9 U
			12 G

Senior Chief Hospital Corpsman (Replaces HMC Credit)

Fundamentals of Nursing	L	3	
Health Information Management	L	3	
Introduction to Supervision OR Introduction to Healthcare Management	L	3	
Medical Office Administration	L	3	

Military Science	L	3	
Pharmacologyt	L	3	
Physical Assessment	L	3	
Advanced Physical Assessment	U	3	
Medical Surgical Nursing (Practicum)	U	3	
Organizational Behavior	U	3	
Executive Communication	G	3	
Managerial Leadership	G	3	
Organizational Design and Development	G	3	
Project Management	G	3	
			21 L
			9 U
			12 G

Master Chief Hospital Corpsman (Replaces HMCS Credit)

Fundamentals of Nursing	L	3	
Health Information Management	L	3	
Introduction to Supervision OR Introduction to Healthcare Management	L	3	
Medical Office Administration	L	3	
Military Science	L	3	
Pharmacologyt	L	3	
Physical Assessment	L	3	
Advanced Physical Assessment	U	3	
Medical Surgical Nursing (Practicum)	U	3	
Organizational Behavior	U	3	
Executive Communication	G	3	
Managerial Leadership	G	3	
Organizational Design and Development	G	3	
Project Management	G	3	
			21 L
			9 U
			12 G

Initial Skills Training:

Recruit Training (Basic Training) (A-950-0001)

First Aid and Safety	L	1	
Personal and Community Health	L	1	
Personal Fitness and Conditioning	L	1	
			3 L

Hospital Corpsman Basic (B-300-0010)

Anatomy and Physiology	**L**	**1**	
Fundamentals of Nursing	**L**	**3**	
Management (of Behavior Emergencies)	**L**	**1**	
Management (of Trauma Injuries)	**L**	**2**	
Nursing (Clinical Practicum)	**L**	**3**	
Patient Care (in a Contaminated Environment)	**L**	**1**	
Pharmacology	**L**	**2**	
Physical Assessment	**L**	**1**	
			14 L

Follow on Training:

The following courses are available to personnel within the rating, but a given individual may not take all courses.

Field Medical Service Technician (B-300-0013)

Basic Emergency Care	**L**	**5**
Advanced Emergency Care	**L**	**5**

Medical Deep Sea Diving Technician (A-433-0020)

Advanced Scuba Diving	**L**	**2**
Basic Scuba Diving	**L**	**2**
Helmet/Deep Surface Supplied Diving	**L**	**2**
Lightweight Surface Supplied Diving	**L**	**2**
Underwater Cutting	**L**	**2**
Underwater Ships Husbandry including Hull and Appendage Inspection and Cleaning	**L**	**3**
Marine Diving Physiology	**U**	**1**
Marine Diving Technology	**V**	**6**

Shipboard Chemical, Biological, and Radiological Defense Operations and Training Specialist (A-495-2062)

***Pending Evaluation**

Reserve Hospital Corpsman

The Reserve Hospital Corpsman (HM) to Bachelor of Science in Nursing (BSN) Program is open to all Reserve Medical Department Personnel at all Deparrment of Navy (DON) ships and stations. Program information can be found in BUMEDINST 1510.24 (series)

Educational Links:

www.navy.college.navy.mil
www.cool.navy.mil
www.acenet.edu
www.gibill.va.gov
www.soc.aascu.org
http://ope.ed.gov/accreditation
www.collegeboard.com
www.excelsior.edu
www.dantes.doded.mil
http://159.115.100.97/NCPACE/
https://www.sta-21.navy.mil/index.html
www.statref.com

REFERENCES

Navy Enlisted Learning and Development Programs:

- Learning and Development Roadmap for Enlisted Sailors, OPNAVINST 1500.77(series)
- Navy Enlisted Retention and Career Development Program, OPNAVINST 1040.11(series)
- Career Counselor Handbook, NAVPERS 15878K
- Command Sponsor and Indoctrination Programs OPNAVINST 1740.3(series) (Sponsor assigned within 10 days of orders received / Indoctrination completed as soon as possible and practicable but NLT 90 days)
- Command Sponsorship of Dependents at Overseas Duty Stations MILPERSMAN 1300-150 to 1300-210
- Guaranteed Assignment Retention Detailing Program (GUARD 2000), MILPERSMAN 1306-1002/1004
- Navy Enlisted Warfare Qualification Programs OPNAVINST 1414.9 (series)
- Master Training Specialists (MTS) Program NETCINST 1500.2(series)
- Command Master Chief Program OPNAVINST 1306.2 (series)

Reenlistments and Extensions:

- Agreement of Enlisted Naval Reservist, and Fleet Reservists Inductees to Remain on Active Duty MILPERSMAN 1160-060
- Extension of Enlistments MILPERSMAN 1160-040
- Overseas Tour Extension Incentives Program (OTEIP) MILPERSMAN 1306-300
- Consecutive Overseas Tours (COT) Leave Travel Entitlement Policy MILPERSMAN 1050-410
- Perform to Serve (PTS) MILPERSMAN 1440-060
- Reenlistment Ceremony MILPERSMAN 1160-020
- Leave of Military Personnel MILPERSMAN 1050-040
- Required Counseling Upon Enlistment and Reenlistment MILPERSMAN 1160-031
- Selective Reenlistment Bonus (Use Latest SRB NAVADMIN)
- Selective Training and Reenlistment (STAR) Program MILPERSMAN 1160-100
- Assignment to School as a Reenlistment Incentive MILPERSMAN 1306-1006

Fleet Reserve and Retirements:

- Casualties and Survivor Benefits (SBP) MILPERSMAN 1770-010 to 1770-280 OPNAVINST 1750.5(Series)
- Disability Retirement MILPERSMAN 1850-010 to 1850-040
- Fleet Reserve and Retirement MILPERSMAN 1800-010 to 1800-070
- Privately Owned Vehicle (POV) Shipment Entitlement Policy and Household Goods (HHG) Shipment and Storage Entitlement Policy MILPERSMAN 4050-010 to 4050-020
- Permissive Temporary Duty (PTDY) Authorization for Job/House Hunting MILPERSMAN 1320-220
- Transition Assistance Management Program (TAMP) OPNAVINST 1900.2(series) (Initiate a DD-2648-1 NLT 90 Days Prior to Separation and attend workshop 12 months prior to separation/Fleet Reserve/Retirement date)

Enlisted Administrative Separations:

- Separation by Reason of Alcohol Rehabilitation Failure MILPERSMAN 1910-152
- Separation by Reason of Misconduct -Drug Abuse MILPERSMAN 1910-146
- Separation by Reason of Convenience of the Government -Early release to further education MILPERSMAN 1910-108
- Administrative Separation (ADSEP) Policy and General Information MILPERSMAN 1910-010 to 1910-812
- Fraudulent Enlistment MILPERSMAN 1910-134
- High Year Tenure (HYT) MILPERSMAN 1160-120
- Misconduct (various reasons) MILPERSMAN 1910-138/140/142
- Department of the Navy (DON) Policy on Parenthood and Pregnancy SECNAVINST 1000.10(series) & MILPERSMAN 1910-124
- Separation by Reason of Convenience of the Government -Personality Disorder MILPERSMAN 1910-122
- Separation by Reason of Physical Fitness Assessment (PA) Failure MILPERSMAN 1910-170
- Separation by Reason of Misconduct - Commission of a Serious Offense MILPERSMAN 1910-142
- Separation by Reason of Unsatisfactory Performance MILPERSMAN 1910-156

Advancement & Service Schools:

- Advancement Manual for Enlisted Personnel of the U.S. Navy and U.S. Navy Reserve BUPERSINST 1430.16(series)
- Accelerated Advancement of Recruit Training Class "A" School Graduates, and Ceremonial Guard MILPERSMAN 1430-010
- Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series)
- Service Schools MILPERSMAN 1306-600/602/604/608
- Class "A" School & Rating Entry Requirements MILPERSMAN 1306-618
- Retesting with Armed Forces Classification Test (AFCT) version of the Armed Services Vocational Aptitude Battery (ASVAB) MILPERSMAN 1236-010
- Professional Apprenticeship Tracks Program (PACT) NAVADMIN 318/07

Education:

- Joint Chiefs Professional Military Education (PME) Manual 1805.01
- Voluntary Education (VOLED) for Navy Sailors OPNAVINST 1560.9(series)
- Navy Voluntary Education Program NETCINST 1560.3(series)
- Navy Credentialing Programs OPNAVINST 1540.56
- Administration of the United Services Military Apprenticeship Programs (USMAP) OPNAVINST 1560.10(series)

Other Quick References:

- Awards Manual (SECNAVINST 1650.1(Series)
- Change in Rating MILPERSMAN 1440-010 to 1440-040
- Department of the Navy Correspondence Manual (SECNAV M-5216.5
- Navy Alcohol and Drug Abuse Prevention and Control OPNAVINST 5350.4(series)
- Exchange of Duty (SWAPS) MILPERSMAN 1306-700
- First-Term Personnel Assignment Policy MILPERSMAN 1306-126
- Individual Augmentation (IA) Policy and Procedures OPNAVINST 1001.24(series)
- Military Couple and Single Parent Assignment Policy MILPERSMAN 1300-1000
- Military Pay MILPERSMAN 7220-010 to 7220-410
- Navy Performance Evaluation System BUPERSINST 1610.10 (Series)
- Overseas Extensions MILPERSMAN 1300-310
- Physical Readiness Program OPNAVINST 6110.1(series) / MILPERSMAN 6100-6199
- Reassignment for Humanitarian Reasons (HUMS) MILPERSMAN 1300-500
- Standardization Policy and Procedures for the Active Duty for Special Work (ADSW) Program OPNAVINST 1001.20(series)
- Operational Risk Management OPNAVINST 3500.39C
- Personnel Qualification Standards (PQS) Catalog NAVEDTRA 43100-6M