

## **HEALTH CARE PERSONNEL DELIVERY SYSTEM (HCPDS) (CRITICAL SKILLS)**

### **1. BACKGROUND.**

Under Section 10(h) of the Military Selective Service Act (MSSA), the maintenance of the Selective Service System (SSS) as an active standby organization includes a structure for registration and classification of persons qualified for practice or employment in a health care or critical skills occupation essential to the maintenance of the Armed Forces.

Based on Department of Defense requirements, the Agency has developed its system to be prepared to induct 36,000 health care/critical skills personnel in more than 60 specialties. Registration or classification activities cannot occur until the Congress passes, and the President approves, legislation providing specific registration and conscription authority.

### **2. OPERATIONAL CONCEPT.**

The SSS will perform the following tasks under current authority::

- a. Design computer programs and Internet applications to facilitate registration. No names or lists are to be included.
- b. Develop adjudication procedures for claims and appeals.
- c. Produce sample forms for registration to be used only when registration is authorized.

If HCPDS is authorized without a return to general conscription, selected Area Offices (AO) and Area/Alternative Service Offices (A/ASO) along with their Local Boards, the District Appeal Boards and the National Appeal Board will be activated. A list of those select AOs and A/ASOs to be activated is at Appendix 1 to this Annex. All State Headquarters will activate and Reserve Force Officers (RFOs) will report upon receipt of active duty orders to pre-designated locations.

### **3. PROCESSING HEALTH CARE PERSONNEL.**

All HCPDS policies and procedures which pertain to registrations, examinations, claims, appeals, inductions, late registration during periods of induction, processing suspected violators of the MSSA, and Alternative Service for conscientious objectors will become effective only when induction processing is authorized.

#### **a. Registration**

At such time as the Congress and the President determine a need for health care/critical skills and authorize registration of the designated health care/critical skills occupations, Selective Service will implement registration using policies and procedures identified in the HCPDS Manual and the SSS Readiness Plans.

#### **b. Classification**

Once the induction of health care/critical skills personnel is authorized, the Director of Selective Service will assign classification 1-H (not currently subject to induction) to all health care/critical skills registrants in the registrant data base who have not reached age 45. Upon receipt of a requisition for health care/critical skills personnel from the Secretary of Defense, the Director will administratively reclassify into Class 1-A (available for unrestricted military service), those registrants whose random sequence numbers (RSNs) are reached for pre-induction processing.

Prior to induction into the Armed Forces and following a pre-induction examination, a health care registrant will be given an opportunity to submit a claim for classification in a class other than 1-A. Specific policies and procedures are outlined in the HCPDS Manual.

## AOs and ASOs DESIGNATED FOR HCPDS MOBILIZATION

<i>RG</i>	<i>STATE</i>	<i>AO</i>	<i>AO LOCATION</i>	<i>STATE HQ</i>	<i>STATE CAPITAL</i>	<i>A/A SO</i>	<i>SUPPORT ASO</i>	<i>SUPPORT ASO LOCATION</i>
1	CT	001	Hartford	Hartford	Hartford	703		
1	DC	001	Washington, DC	Washington, DC	Washington, DC	712		
1	DE	001	Wilmington	Wilmington	Dover		709	Philadelphia, PA
1	IL	010	Springfield	Springfield	Springfield		731	Springfield, IL
1	IL	013	Chicago	Springfield	Springfield		728	Chicago South, IL
1	IN	006	Indianapolis	Indianapolis	Indianapolis	730		
1	MA	007	Norwood	Reading	Boston	701		
1	MD	004	Baltimore	Baltimore	Annapolis		712	Washington, DC
1	ME	002	Portland	Portland	Augusta		701	Norwood, MA
1	MI	001	Marquette	Lansing	Lansing		726	West Allis, WI
1	MI	013	Detroit	Lansing	Lansing	725		
1	NH	002	Concord	Concord	Concord		702	Framingham, MA
1	NJ	007	Plainfield	Fort Dix	Trenton	707		
1	NYC	003	Rochester	Rochester	Troy	704		
1	NY	081	Manhattan	Manhattan	Manhattan	705		
1	OH	002	Parma Heights	Columbus	Columbus		721	Parma Heights, OH
1	OH	008	Columbus	Columbus	Columbus		722	Columbus, OH
1	PA	001	Philadelphia	Annville	Harrisburg		708	Huntington Valley, PA
1	PA	017	Pittsburgh	Annville	Harrisburg		711	Pittsburgh, PA
1	RI	001	Providence	Providence	Providence		702	Framingham, MA

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HCPDS MOBILIZATION**

RG			<i>LOCATION</i>		<i>CAPITAL</i>		ASO	Support ASO LOCATION
1	VT	001	Burlington	Colchester	Montpelier		702	Framingham, MA
1	WI	009	West Allis	Madison	Madison	726		
2	AL	005	Montgomery	Montgomery	Montgomery		714	Atlanta, GA
2	AR	005	Little Rock	N. Little Rock	N. Little Rock		732	New Orleans, LA
2	FL	011	Ft. Myers	St. Augustine	Tallahassee		715	Tampa, FL
2	FL	004	Gainesville	St. Augustine	Tallahassee		715	Tampa, FL
2	GA	005	Atlanta	Marietta	Atlanta	714		
2	KY	005	Louisville	Frankfort	Frankfort	718		
2	LA	001	New Orleans	New Orleans	Baton Rouge	732		
2	MS	006	Jackson	Jackson	Jackson		719	Memphis, TN
2	NC	004	Charlotte	Morrisville	Raleigh	720		
2	PR	002	Bayamon	Ft. Buchanan	Bayamon		716	Miami, FL
2	SC	003	Florence	Columbia	Columbia		720	Charlotte, NC
2	TN	008	Knoxville	Nashville	Nashville	717		
2	TX	005	Dallas	Austin	Austin		735	Friendswood, TX
2	TX	013	Midland	Austin	Austin		734	Irving, TX
2	TX	018	Waco	Austin	Austin		734	Irving, TX
2	TX	021	Houston	Austin	Austin		735	Friendswood, TX
2	VA	008	Richmond	Richmond	Richmond	713		

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<i>RG</i>	<i>STATE</i>	<i>AO</i>	<i>AO LOCATION</i>	<i>STATE HQ</i>	<i>STATE CAPITAL</i>	<i>A/ASO</i>	<i>SUPPORT ASO</i>	<i>SUPPORT ASO LOCATION</i>
2	VI	001	St. Thomas	St. Thomas	St. Thomas		716	Miami, FL
2	WV	004	Charleston	Charleston	Charleston		717	Knoxville, TN
3	AK	001	Anchorage	Juneau	Juneau		742	Seattle, WA
3	AZ	004	Phoenix	Phoenix	Phoenix	744		
3	CA	007	Sacramento	Sacramento	Sacramento		737	Fairfield, CA
3	CA	012	Alameda	Sacramento	Sacramento		737	Fairfield, CA
3	CA	016	Fresno	Sacramento	Sacramento		738	San Jose, CA
3	CA	020	Los Angeles	Sacramento	Sacramento		740	Santa Monica, CA
3	CA	033	San Diego	Sacramento	Sacramento		741	Tustin, CA
3	CO	001	Denver	Denver	Denver	746		
3	GU	001	Agana	Agana	Agana		737	Fairfield, CA
3	HI	001	Hilo	Honolulu	Honolulu		737	Fairfield, CA
3	IA	004	Des Moines	Johnston	Des Moines		745	Omaha, NE
3	10	002	Boise	Boise	Boise		743	Milwaukie, OR
3	KS	002	Topeka	Topeka	Topeka		747	Kansas City, MO
3	MN	007	Hopkins	St. Paul	St. Paul	727		
3	MO	006	St. Louis	Jefferson City	Jefferson City	748		
3	MP	001	Saipan	Saipan	Saipan		737	Fairfield, CA
3	MT	002	Helena	Helena	Helena		746	Denver, CO
3	NO	003	Bismarck	Bismarck	Bismarck		745	Omaha, NE
3	NE	001	Omaha	Lincoln	Lincoln	745		

**APPENDIX 1 TO ANNEX K**

**AOs and ASOs DESIGNATED FOR  
HCPDS MOBILIZATION**

<i>RG</i>	<i>STATE</i>	<i>AO</i>	<i>AO LOCATION</i>	<i>STATE HQ</i>	<i>STATE CAPITAL</i>	<i>A/ASO</i>	<i>SUPPORT ASO</i>	<i>SUPPORT ASO LOCATION</i>
3	NM	002	Albuquerque	Santé Fe	Santé Fe	736		
3	NV	002	Reno	Las Vegas	Carson City		737	Fairfield, CA
3	OK	005	Oklahoma City	Oklahoma City	Oklahoma City	733		
3	OR	001	Milwaukee	Salem	Salem	743		
3	SO	004	Pierre	Rapid City	Pierre		745	Omaha, NE
3	UT	002	Salt Lake City	Fort Douglas	Salt Lake City		746	Denver, CO
3	WA	005	Seattle	Tacoma	Olympia	742		
3	WY	004	Cheyenne	Cheyenne	Cheyenne		746	Denver, CO

## APPENDIX 2 TO ANNEX K

### HCPDS MOBILIZATION TIMETABLE

**This Appendix establishes the timing and sequence of events upon an authorization to induct health care/critical skills personnel. The times and precise sequences are subject to change.**

#### **PEA (Pre-Expansion Activities)**

- SSS coordinates final updates to HCPDS legislation and proclamation.
- The President asks Congress for the authority to register and induct for health care/critical skills personnel only.
- Congress passes legislation to authorize the President to induct health care/critical skills personnel into the Armed Forces.
- Congress amends the existing appropriations language to permit use of existing funds for mobilization and induction purposes and provides additional funds.
- The President signs the proclamation authorizing registration of health care/critical skills personnel.
- SSS notifies support agencies of MOU implementation.
- Specialties/critical skills list finalized by DoD.
- Staffing increase request sent to OMB.
- SSS submits HCPDS forms for OMB approval.
- Press release/media campaign finalized.

#### **Mobilization: Day 1 +**

- Selective Service System Reserve Force Officers (RFOs) ordered to report to their Service's processing centers for mobilization and further assignment to SSS pre-designated locations.
- State Directors are activated and pre-designated State Headquarters are opened under an established agreement with the DoD to make available selected National Guard Armory facilities and equipment.
- SSS receives requisition of health care/critical skills specialties and numbers from DoD.
- Press release(s) issued.
- Information Technology linkup process commences in accordance with Annex F of the Readiness Plan.
- Activated State Headquarters submit reports to Region Headquarters as outlined in Annex H of the Readiness Plan.
- Region and National Headquarters expansion begins.
- Ensure operational capability of CRPP (TIRMS) and CRPP (ASPS).
- \*Central Registrant Processing Portal (CRPP) available on Internet.
- Internet registration activated, and downloadable claim forms available.

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\* Upon development, the CRPP will replace TIRMS and ASPS software applications.

### **Day 5-45**

- AOA's, if required, are contacted to report for duty.
- Board Members are activated from standby status.
- RFOs commence contacts with either national or regional contract officers to establish Area Office sites identified in Appendix 1 of this Annex (Annex K).
- RFOs, when and as directed SSS Support Services/Human Resources Division (SPT/HR), commence contacts with local employment agencies to begin hiring process to staff Area/Alternative Service Offices and to augment State Headquarters.
- RFOs, when and as directed SSS Support Services/Logistics Division (SPT/LO), commence contacts with local suppliers for furniture, equipment and supplies as identified in Annex E of the appropriate Readiness Plan.
- Mass registration for only health care/critical skills personnel begins.
- Lottery held following the mass registration for only health care/critical skills personnel with results entered into a specific SSS data base.
- State Directors/Region Staff to recruit Health Care Advisory Committees.
- First mail-in/internet registration forms received and processing begins.
- IRS and SSA data entry started.
- First IRS and SSA tapes received at SSS Data Management Center.
- Health care/critical skills registration continues.

### **Day 46-74**

- Training for civilian new hires initiated.
- Initial/Refresher training for Board Members initiated.
- National and State Health Advisory Committees appointed and trained.
- 3.4 million registrant database reached.
- DoD Accession's Policy determines specialties for call up and Military Services notify USMEPCOM where SSS sends inductees.

### **Day 75**

- Area Offices become operational.
- Local Boards become operational.
- National and State Health Advisory Committees become operational.
- AOA's return to Department of Army control.

### **Day 76**

- First pre-induction examination notices issued.

### **Day 86**

- First health care registrants report to MEPS for pre-induction examination.

### **Day 86-100**

- First registrant claims are received at Area Offices.
- First Local Board meetings are held.



- First requests to Advisory Committees made.
- District Appeal Boards are activated.
- National Appeal Boards are activated.
- Alternative Service Offices become operational.

**Day 101-150**

- First District Appeal Board meetings held.
- First National Appeal Board meetings held.

**Day 151-192**

- Pre-induction processing and claim and appeal actions continue.
- First induction notices mailed by day 183.

**Day 193**

- The first health care inductees report to MEPS for processing.
- Operations will continue until the Congress mandates changes.

**Day 223**

- 36,000 inductions reached.

**Day 270**

- RFOs will return to previous SSS Detachment.