



**DEFENSE HEALTH AGENCY  
NATIONAL CAPITAL REGION MARKET**  
8955 WOOD ROAD, BUILDING 1, FLOOR 9  
BETHESDA, MARYLAND 20889-5628

November 5, 2020

**MEMORANDUM FOR DIRECTOR, WALTER REED NATIONAL MILITARY MEDICAL CENTER**

DIRECTOR, FORT BELVOIR COMMUNITY HOSPITAL  
DIRECTOR, JOINT PATHOLOGY CENTER  
COMMANDING OFFICER, NAVAL HEALTH CLINIC QUANTICO  
OFFICER-IN-CHARGE, NAVY YARD BRANCH HEALTH CLINIC  
COMMANDING OFFICER, NAVAL HEALTH CLINIC  
ANNAPO利S  
COMMANDER, KIMBROUGH AMBULATORY CARE CENTER  
COMMANDER, ANDREW RADAR HEALTH CLINIC  
COMMANDER, FORT MCNAIR HEALTH CLINIC  
COMMANDER, MALCOLM GROW MEDICAL CLINIC AND  
SURGERY CENTER  
COMMANDER, PENTAGON FLIGHT CLINIC  
COMMANDER, BOLLING MEDICAL CLINIC

**SUBJECT: Leadership Opportunity Request for Director for Medical Services,  
Fort Belvoir Community Hospital (FBCH), National Capital  
Region (NCR) Market, Defense Health Agency (DHA)**

The Director, NCR is seeking recommendations to fill the recurring position of Director for Medical Services (DMS), FBCH (see attached job description). The Director for Medical Services serves as the staff advisor to FBCH Hospital Director and directs the operation and coordination of medical services in the hospital. As a member of the FBCH executive team, the Director for Medical Services supports and facilitates an interdisciplinary team approach to the overall delivery of care to patients and families across the NCR.

The Officer should be in the grade of O5/O6 Medical Corps, and be able to serve a minimum of 24 months and hold a secret clearance. The Officer should have senior leadership experience in clinic, department and hospital management programs and planning. The duty stations is Fort Belvoir, Virginia and the selected individual will report directly to the Chief of Staff, FBCH. The service of the nominee chosen will need to provide a valid position to the DHA for the duration of this position. The nominee should report by July 2021.

Interested candidates must submit a Letter of Intent, curriculum vitae, Officer Record Brief, Single Unit Retrieval Format of Officer Data Card. For applicants outside the military medical treatment facility or the Joint Pathology Center, a Command endorsement acknowledging the candidate's eligibility to report is required.

packets may also include up to two additional letters of recommendation and must be received no later than 30 Nov 20 to the NCR Market Office Military Personnel Manager. If you request additional information please contact at Mr. Monte Clingerman, NCR Military Personnel Manager at (301) 295-0308 or email address: [monte.l.clingerman.civ@mail.mil](mailto:monte.l.clingerman.civ@mail.mil).



A. M. SWAP  
RADM, MSC, USN  
Director

Attachment:  
As stated

## **Director for Medical Services**

The Director for Medical Services of Fort Belvoir Community Hospital (FBCH), as the staff medical advisor to the Hospital Director, directs the operation and coordination of primary care (Family Medicine, Internal Medicine, Pediatrics, Executive Medicine, and Soldier Recovery Unit), medical subspecialty care (Cardiology, Pulmonology, Hematology/Oncology, Gastroenterology, Allergy/Immunology, Endocrinology, Dermatology, Infectious Disease, Rheumatology, Sleep Medicine, Neurology), and Emergency Medicine.. As a member of the FBCH executive team, the DMS supports and facilitates an interdisciplinary team approach to the overall delivery of care to patients and families.

### **Director for Medical Services duties include:**

- Advises the Hospital Director on all matters pertaining to the management of primary care, specialty care and emergency care operations and functions of the hospital
- In conjunction with other FBCH executive leadership, participates in strategic planning, development, implementation, and evaluation of clinical programs and services, assuring appropriate resources for the delivery of care
- Coordinates, implements and executes policies and procedures relative to Departments assigned to the Directorate for Medical Services
- Responsible for the timely and effective operation of subordinate Departments
- Senior spokesperson for Army, Navy, and Air Force Medical Corps Officers assigned
- Identifies and articulates the vision and strategic direction for the delivery of inpatient and outpatient care across all patient care settings for FBCH; directs and collaborates on the implementation of strategies to achieve them
- A voting member of several committees and responsible for ensuring continuous compliance with Joint Commission and all other applicable regulatory standards
- Articulates the Military Health System vision and priorities, and is accountable for patient care quality and safety in collaboration with leaders
- Promotes and fosters a multidisciplinary approach to patient care and hospital operations
- Performs other appropriate functions as directed by higher authority
- Participates in the planning of and fully supports all FBCH collaboration initiatives
- Provides oversight, guidance and direction to annual planning within the directorate to ensure alignment with the Command's mission, vision and strategic goals and objectives
- Strategically oversees the plans, coordination, implementation, and evaluation of activities related to the delivery of inpatient and ambulatory care within the directorate
- Monitors emerging healthcare delivery advances to anticipate changes required at FBCH
- Anticipates financial and mission obligations to match resources and services to support the delivery of projected population health needs consistent with FBCH strategic goals
- Establishes performance standards for the functions and programs within the directorate to maximally support the mission of FBCH and coordinates with the NCR leaders to ensure standardization across the NCR market

Point of contact for additional information on this position is:

LTC Scott Williams

Phone: 571-231-1363

Email: [scott.g.williams.mil@mail.mil](mailto:scott.g.williams.mil@mail.mil)