

RDML VALDES'S PHILOSOPHY ON LETTERS:

Admiral Valdes wants to be transparent and selective about writing letters to the selection boards. He wants to write a meaningful letter for a deserving candidate and intends to write 1 or 2 letters per board.

GOAL OF THE CORPS CHIEF LETTER:

To highlight a physician to the board who may have previously been overlooked and whose failure to promote would prevent this officer from being leveraged to the maximum benefit of the Navy.

FY24 SUBMISSIONS/FEEDBACK:

1. We received twelve requests, a mix of operational, BSO-18 and non-BSO-18 submissions.
 - Six of the requests were from officers in zone and 6 were above zone.
 - Eleven different specialties submitted.
2. Four were top performers who did not need the Admiral's help.
3. Two were middle of the pack and would end up in the crunch. There was not a specific reason for the Admiral to pull the officer out.
4. Six officers were above zone.
 - Three officers with operational backgrounds were passed over due to the timing of residency training; they completed residency training and achieved board certification. They moved to the right in summary groups, took on extra collaterals, and maximized the leadership opportunities given. A letter from the Admiral would likely make a difference.
5. Promotion to O4 is 99.5%, promotion to O5 has been 95%.

THE ASK:

When doing your Career Development Boards, look for opportunities where a letter is deserving, the individual's talent is commensurate with the next rank, and the promotion will be meaningful for developing a senior officer in Navy Medicine. For example, the officer is pursuing a leadership position aligned to the rank they are being considered for but has been previously passed over. Below is the timeline and requested submission information.

1. Timeline

- a. CAPTs – CDRs go to the O6 Board in February
 - i. Call for requests in November
 - ii. **Request due to the Corps Chief Office Dec. 2nd**
 - iii. Letters written in December
 - iv. Returned to member and submitted to PERS in January
- b. CDRs – LCDRs go to the O5 Board in May
 - i. Call for requests in February
 - ii. **Request due to the Corps Chief Office Mar. 3rd**
 - iii. Letters written in March
 - iv. Returned to member and submitted to PERS in April
- c. LCDR – LTs go to the O4 Board in May
 - i. Call for requests in February
 - ii. **Request due to the Corps Chief Office Mar. 3rd**
 - iii. Letters written in March
 - iv. Returned to member and submitted to PERS in April

RANK	BOARD DATE	SUBMISSION DUE DATE TO THE CORPS CHIEF OFFICE
CDRs	O6 Board – February	02 DEC 2024
LCDR	O5 Board – May	03 MAR 2025
LT	O4 Board – May	03 MAR 2025

2. Stakeholders

- a. Corps Chief, COs, **CMOs** (as the action officer) and **TYCOM/Fleet Surgeon** if operational command

3. Selection criteria

- a. MUST have CO's endorsement. RMDL Valdes will want to know how the individual ranks at your command. **The intent is not to have the CO write a letter, but we want to ensure the CO is aware and concurs with the request.**
- b. MUST have a career development board with the command (CMO or XO). **Please ensure you are documenting completion of the career development board in NSIPS.**
- c. History of significant positions of leadership or currently holding an important position of leadership
- d. NO PFA failures, adverse issues, legal flags, prior FITREPs with less than promotable
- e. **MUST be board certified and maintains at least one board certification, and is in good standing**

4. Other considerations

- a. Successfully completed an operational tour or deployment
- b. Successfully completed a fellowship
- c. Achieved a warfare qualification
- d. Completed JMPE I
- e. Demonstrates intent to hold a position required by the next rank (Department Head, Director, CMO, XO)

5. Corps Chief Package Review

- a. Packages will be submitted to the Corps Chief Office from the CMO/TYCOM/Fleet Surgeon with CO endorsement to MC Career Planner CAPT Shauna O'Sullivan at shauna.f.osullivan.mil@health.mil with Deputy Corps Chief Captain John Devlin cc'd for awareness
 - i. OSR
 - ii. PSR
 - iii. Last two Fitreps
 - iv. Draft Letter for Admiral Valdes to sign if officer selected
- b. The Corps Chief Office will score and rank packages. Top 3 per rank will be presented to RMDL Valdes for consideration
- c. The Corps Chief will notify the command of the selected officer and provide the signed letter by RDML Valdes for records maintenance