



Idaho Army National Guard
Human Resource Office
4794 General Manning Avenue, Bldg 442
Boise, Idaho 83705-8112



NGID-HRO-AGR

28 April 2017

SUBJECT: IDAHO ARMY AGR ANNOUNCEMENT # **17-23**

1. Active Guard Reserve (AGR) Position Vacancy Announcement in the Idaho Army National Guard. This announcement will be posted to unit bulletin boards.

POSITION TITLE: Physician Assistant
UNIT: Idaho Medical Detachment
UIC: W8Z3AA
DUTY LOCATION: Boise, Idaho
AUTHORIZED GRADE: O3-O5
DUTY SSI OR MOS: 65D
ELIGIBILITY: Open to current Idaho Army National Guard Commissioned Officers in the grade of O3 to O5 that hold the SSI of 65D and hold or are able to obtain the ASI of M3 (Aviation Medicine Physician Assistant).
GENDER LIMITATION: None
CLOSING DATE: 31 May 2017

2. **EQUAL OPPORTUNITY:** The Idaho Army National Guard is an equal opportunity employer. Selection for positions will therefore be made on an equal opportunity basis, and not on non-merit factors.

3. Applicants must possess a valid State Motor Vehicle Operator license.

4. **ANNOUNCEMENT INSTRUCTIONS:** The following is a complete list of documents required to accompany your application. Read carefully; provide all necessary documentation to support qualifications for this position. Perishable documentation should not be more than 30 days old as of the closing date of this announcement, i.e. PQR, RPAM, MEDPROS.

a. Applications will not be accepted in binders or document protectors.

b. AGR Application Checklist dated September 2013 on top of the application. Documents must be organized in this manner. This can be found attached to this announcement or on iPort at: <http://ngid-iport/sites/afhq/G1/HRO/Pages/default.aspx>.

c. NGB Form 34-1 (completed and signed).

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d. MEDPROS Individual Medical Readiness Record. MEDPROS IMR Record can be obtained by accessing your AKO / My Medical / My Medical Readiness / View Detailed Information / IMR Record. Medical documentation other than MEDPROS Individual Medical Readiness Record will not be accepted.

e. Copies of all temporary and permanent profiles.

f. DA Form 705 (Army Physical Fitness Test Score Card), must show a minimum of last five record tests; most current test not older than one year. A statement explaining the absence of record tests is required.

g. Certified Height/Weight (HT/WT) or DA 5500 / DA 5501 (if applicable); not older than 30 days from the close date of this announcement. HT/WT on the APFT scorecard is NOT a substitute.

h. DA Form 4037 Officer Record Brief.

i. Previous 5 DA 67-9 (Officer Evaluation Report).

j. DA Photograph in Army Service Uniform (ASU), taken within one year (an unofficial photograph is acceptable). If currently deployed, a photograph in ACU/OCP is acceptable.

k. Retirement Point Accounting Management (RPAM).

l. Current Personnel Qualification Record (PQR).

m. Copy of current driver's license and military driver's license.

n. DD 369 (attached to this announcement); fill out blocks 1-9 and sign block 11.

o. Documentation supporting applicant's qualifications i.e. resume, certificates (to include OCS certificate for Enlisted Soldiers), etc.

p. All applicants must have or be able to obtain a Secret security clearance (this is a condition of employment).

q. If an administrative reduction is necessary to accept this AGR appointment, complete a DA 4187 to request voluntary reduction, sign, and include in your application packet.

r. All applicants must have or be able to obtain a Government Travel card within 90 days of employment.

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5. Acceptance of an AGR position may have an effect on Selected Reserve Incentive Programs to include Bonus payments and/or Student Loan Repayment Program. This will not affect Montgomery GI Bill eligibility. Please check with the Incentives Branch to receive information on how an AGR position would affect you individually.

6. Subject to availability of funds; Permanent Change of Station (PCS) allowance is authorized for incumbents residing outside normal commuting distance as stated by USPFO PAM 37-106.

7. Mailing of application packets using military postage is prohibited. Application packets must arrive **no later than 1500 hours** on the closing date specified in this announcement to the following address:

**Human Resources Office
ATTN: Army AGR Branch
4794 General Manning Ave, Bldg 442
Boise, Idaho 83705-8112**

8. POC for further information is 1SG Farin Cole Schwartz at 208-272-4215 or farin.c.schwartz.mil@mail.mil.

FARIN C. SCHWARTZ
1SG, USA
Army AGR Manager

DUTIES AND RESPONSIBILITIES

1. Performs the duties of Area Official (AO) for the IDARNG Medical Detachment by directly supervising the AGR and Technician workforce. Manages subordinate personnel, facilities, and equipment required to operate medical clinics or other medical activities and organizations. Supervises the training and readiness of the full time staff. Reports to and serves as a Special Staff Officer to the IDARNG Chief of Staff, advising on medically-related matters pertinent to state medical readiness and mission requirements.
2. Serves as the Joint Force Headquarters – State Physician Assistant. Serves as the State Surgeon's full time representative for medical clinical matters. The purpose of the position is to act as the State Surgeon in his/her absence. This includes reviewing all correspondence, signing paperwork, advising case managers, etc. Work with the Deputy State Surgeon in planning, coordinating and implementing the medical readiness programs of the state. The PA will also provide clinical oversight for other programs located in the office of the State Surgeon.
3. Medical subject matter expert for G1 and Health Services Office. Incapacitation Board voting member, state surgeon signature authority for LOD determinations, IDES packets, and convalescent leave program.
4. Plans and supervises Military Health Assessments (PHA/PDHA/flight physicals, etc.) for the Idaho Army National Guard (IDARNG) Medical Detachment (MED DET). Participate in military health assessments (PHA/ PDHA/flight physicals, etc.) during the week, and collect and interpret information in civilian and military health records for application to current conditions and makes entries into the health record as a primary care provider. In the absence of a physician, the Physician Assistant will be the primary source of advice to determine the medical necessity, priority, and requirements for patient evacuation, initial emergency care, and stabilization. Supervise preparation of reports pertaining to medical activities. Orders diagnostic medical imaging and laboratory procedures and writes consultations to specialty clinics for ancillary services as appropriate. Participates in Line of Duty (LOD) determinations by completing the provider portion of DA Form 2173. Other medical or operational duties as assigned.
5. Perform duties as an Aviation Medicine Physician Assistant (65DM3). Determines Aeromedical fitness, medical aspects of Aircrew training, advises Commanders, and serves as Aeromedical provider for assigned staff, students, international aviators, and ancillary staff.