



NMPDC

NAVY MEDICINE PROFESSIONAL DEVELOPMENT CENTER



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Medical Corps (MC) CME and Board Funding FAQs

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Medical Corps (MC) and Board Funding Frequently Asked Questions (FAQ's)

1. Who is eligible for NMPDC funding?
 - NMPDC funds all Active Duty Navy medical officers' Specialty Board Certification examinations (initial certification and re-certifications). Medical Corps Board Certification examinations are funded only for boards listed by the American Board of Medical Specialties (ABMS) or American Osteopathic Association (AOA).
 - NMPDC funds an annual CME (Continuing Medical Education) meeting for all Active Duty Navy medical officers assigned at **Non-BSO 18 commands only**. If you are unsure as to whether your duty station is considered Non-BSO 18, consult with your Personnel Support Detachment (PSD) or you may call the Medical Corps Officers Board/CME Funding Coordinator at 301-295-0649 or DSN: 295-0649 or email NMPDC.CME@med.navy.mil.
2. What instructions govern our funding of Medical Corps CME and Medical Corps Specialty Board Funding?
 - CME -  [BUMEDINST 5050.6 CH-2](#)
3. Where can I obtain the request form for CME/MC Board funding?
 - The instructions for CME/MC Board funding contain sample request forms listed as enclosures within the instructions; a sample form is also available on in this website under the "[CME Instruction](#) and [CME Forms](#)" tab.
4. What documents do I need to submit with my application for funding?
 - For CME funding, you must submit the following:
 1. Request for funding application (sample available from NMPDC CME website)
 2. Commanding Officer's endorsement letter (serialized). The Commanding Officer's endorsement must address the fact that your command is unable to support funding of your CME request from your command during the fiscal year of the event.
 3. Copy of the brochure for the CME course (with date of event, location, fee, number of awarded CME credit, and the website URL).
 4. [Direct Cite Request Form](#)
 - For Medical Officers Specialty Board Funding, you must submit the following:
 1. Request for funding application (sample available from the NMPDC CME website)
 2. Commanding Officer's endorsement letter (serialized).
 3. Receipt from the sponsoring agency.
5. If approved, what is funded by NMPDC?



- Fees for the CME course or Board.
 - Round trip airfare (government contract fares only),
 - Per diem (government rate) and allowable miscellaneous expenses to \$50.
 - NMPDC DOES NOT pay late fees
6. I have already paid my fees for the Board/conference. If all documents have been received, and my request was approved by NMPDC; when can I expect payment?
- You must liquidate your TAD expenses with your TAD office within five (5) working days after completion of your CME conference/Board examination in order to receive payment. Your Personnel support Detachment (PSD) TAD Office will determine the payment based your liquidation.
7. I sent in my request in April for a conference in October. When do I receive any information about funding?
- NMPDC will process all requests accordingly upon receipt within the 6 weeks window. The funding data/Line of Accounting is sent to you by email notification approximately 2-3 weeks prior to the date of the CME conference/Board Examination. If you don't receive your Line of Accounting within 2-3 weeks prior to your Board Exam or CME conference; contact NMPDC by email at NMPDC.CME@med.navy.mil.
8. What is the timeline for submission of CME course or Board funding requests?
- Requests must be received by NMPDC Code 01WMC2 six (6) weeks prior to the date of the conference or board examination to allow for timely processing.
9. What happens if my CME/Board request is received too late?
- NMPDC will not fund late CME conference and Board examination requests.
10. How many CME courses can I be funded per Fiscal Year (FY)?
- Only one (1) CME course is funded per Fiscal Year by **ELTHER** your command or NMPDC.