

## VDFR 600-10 Appendix C

### Accession of Professional Branch VDF Personnel

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#### 1. Purpose and Administrative.

a. Purpose. This VDF Regulation (VDFR) 600-10, Appendix C establishes accession guidelines and requirements for “Professional” Officers, Warrant Officers, and Enlisted personnel entering one of the Virginia Defense Force (VDF) Professional “Branches,” as defined below. It provides the general recruiting standards equally applicable to all Professional Branches, followed by enclosures containing specific recruitment qualifying standards applicable to each Professional Branch. These guidelines further establish criteria for commissioning prior service and non-prior service professional officers, appointing prior service and non-prior service professional warrant officers, enlisting prior service and non-prior service Professional Branch-qualified enlisted personnel, and per Enclosure (4) providing initial military training.

b. Replacement. This regulation cancels and replaces VDFR 601-101, “Personnel Procurement Appointment of Professional Officers in the Virginia Defense Force” and VDFR 600-63, “VDF Psychological Resources Program.” It as well replaces any portion of VDFR 601-100, “Appointment of Commissioned and Warrant Officers in the Virginia Defense Force,” to the extent it touches on Professional Officer accession.

c. Proponents. The joint proponents for regulation are: (1) the Support Operations Group (SOG) Chaplain Services Officer-in-Charge (OIC) for Chaplain Branch ; (2) the SOG Medical Services OIC for Medical Branch and Medical/Mental Health Professionals; and (3) the SOG Legal Services OIC for Legal Professionals. The proponents have the authority to recommend to the Commanding General exceptions to this regulation, so long as the exceptions are consistent with controlling law and good order.

2. Recruitment Policy and General Eligibility Qualifications. Applicable general recruitment policy and eligibility qualifications are found in “VDFR 600-10 Appendix B, Accession of Unrestricted Line VDF Personnel.”

3. Definitions and Basic Professional Qualifications (See Enclosures (1)-(3) for specifics).

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a. Professional Officers Defined. “Professional Officers” are those officers who are recruited into and who serve in the VDF Professional Branches. These are “direct commission officers,” or “direct appointment warrant officers,” commissioned or appointed directly into their respective Professional Branches. These Professional Officers include:

(1) Attorneys and Paralegals.

(2) Chaplains.

(3) Medical/Mental Health Professionals serving within the VDF Psychological Resources Program (PRP).

(4) Medical Community Personnel (including, but not limited to, doctors, dentists, dietitians, physicians, physician assistants, physical therapists, Sports Trainers, Registered Nurses, and Paramedics).

b. Professional Enlisted Personnel Defined. Professional Branch enlisted personnel are those enlisted personnel who are recruited into and who serve in the VDF Professional Branches based on specified skill sets. These personnel include the following, but other designations may be approved on a case-by-case basis:

(1) Chaplain Interns (those still undergoing ordination training).

(2) Emergency Medical Technicians, Licensed Practical Nurses, and students aiming toward a medical-related degree or license.

(3) Legal Assistants, and law students.

c. Prior Service. Officers or enlisted personnel who meet the professional standards in the below enclosures will generally maintain the rank they attained while in Federal Active, Federal Reserve, National Guard, or Public Health Corps (other than political direct commission) service. The VDF Commanding General may further authorize Professional Branch personnel previously qualified by other State Guards such transfer courtesy.

d. Non-Prior Service. Professional Branch- specific commissioning/ appointment/enlistment standards are contained in the Enclosures (1) to (3) to this regulation.

e. Transfer to VDF Line Billets. Professional Officers or enlisted personnel may elect to serve in VDF line staff positions, and generally will be able to so serve in a staff position for which they qualify. Professional officers wishing to become unrestricted line officers, eligible for command, must successfully complete the VDF Officer Candidate School, or a federal, or other State Guard equivalent. Enlisted personnel wishing to serve in enlisted line/non-staff billets must complete requisite schooling designated by VDF senior enlisted personnel in appropriate regulations.

4. Initial Training.

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a. Non-prior Service Personnel. Upon commissioning/appointment/enlistment, all non-prior service personnel will immediately attach to the SOG Recruiting and Retention Battalion's (R&R), Recruit Sustainment Program (RSP) to become familiar with basic military knowledge via online and in-person classes. The RSP Program is further explained below. Failure to complete this training will result in separation from the VDF. *See* VDFR 600-10 Appendix B, Accession of Unrestricted Line VDF Personnel.

b. After completing RSP, Professional Officers will join their professional community organization and will attend a Professional Officer Development Course (PODC) administered by the Force Headquarters Assistant Chief of Staff, Plans, Training, and Operations (G3), which imparts more in-depth understanding of officership. VDFR 350-2, "Officer Training Program," provides curriculum information.

c. Prior Service Personnel. Prior service personnel will also enter RSP, and must take certain VDF-centric courses online, as explained in VDFR 350-1, VDF Training Management."

JUSTIN P. CARLITTI  
BG (VA)  
Commanding General

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### Enclosure (1) Chaplain Branch Eligibility Qualifications

1. Chaplain Recruits. Persons identified as potential Chaplains, who are actively seeking to join the VDF, are designated Chaplain Recruits. This designation is for convenience, does not guarantee commissioning, nor does it confer any other status. Chaplain Recruits are those persons who are endorsed to represent a religious organization and to conduct its religious observances or ceremonies. A Chaplain Recruit is a fully qualified member of the clergy for those religious organizations that have a tradition of professional clergy or their equivalents. The religious organization's endorsement verifies that a Chaplain Recruit is professionally qualified to serve as a Chaplain in the military and meets the graduate education and religious leadership requirements of the VDF Chaplain Branch. R&R will refer Chaplain Recruits to the Chaplain Services Branch (CS) OIC or designee, who will determine acceptability of credentials.

#### 2. Academic, Experience, Endorsement, Insurance, and Screening.

##### a. Education and experience. Chaplain Recruits must have:

(1) A baccalaureate degree of not less than 120 semester hours from an accredited college or university listed in the current edition of the American Council on Education's (ACE) Accredited Institutions of Postsecondary Education, or from a school whose credits are accepted by an approved college or seminary. No waivers may be issued.

(2) An additional graduate degree from an accredited college or university, in theological or religious studies in such area of study as the Chaplain Recruit's religious orders require; having earned at least a total of 72 semester hours in graduate work in these fields of study. The graduate professional study requirement can be met only at a graduate school listed in the current edition of the American Council on Education's (ACE) Accredited Institutions of Postsecondary Education.

(3) A qualifying graduate degree may include graduate courses in pastoral counseling, social work, religious administration, and similar disciplines when one-half of the earned graduate credits include topics in general religion, world religions, the practice of religion, theology, religious philosophy, religious ethics, and/or the foundational writings from the applicant's religious tradition.

(4) A minimum of four full years as the leader in charge of a faith community. That is four full years of experience as the senior pastor, priest, rabbi, or other minister of a congregation, or four full years of experience as a hospital or other professional, credentialed Chaplain.

(5) For purposes of this regulation, full time employment as associate pastor shall be counted as time served as senior pastor. However, positions which do not involve leadership of the larger faith community such as youth pastor, minister of music, minister of Christian education, cantor, etc., shall not be counted as years of service as senior pastor. For purposes of clarity and example, the descriptions of acceptable experience levels listed herein are made in terms of the most commonly found clerical offices within the Commonwealth of Virginia. When

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there is any question about how time in clergy service shall be counted, or the method by which pastoral service in faith communities employing other titles shall be used, the Chaplain OIC shall make a recommendation to the CG.

b. Chaplain Recruits must have the approval of their faith organization to serve as a Chaplain. This approval is demonstrated through ordination and endorsement.

(1) Ordination Requirement. No person shall be appointed as a Chaplain in the VDF without documented credentials to such religious orders as enable the applicant to serve as the senior minister, priest, rabbi, or other pastoral leader of a congregation regularly meeting in the Commonwealth of Virginia (i.e., ordination or such other credentialing practiced in the Chaplain's faith). Such credentialing must be regular, valid, permanent, and currently in effect. The Chaplain Recruit must be in good standing and must provide contacts for authentication of ministerial credentials.

(2) Formal endorsement by ecclesiastical authority is required of all Chaplain Recruits. Endorsement may be from the endorsing agency for military chaplains for the Chaplain Recruit's faith community or, from an ecclesiastical authority, association or jurisdiction situated in the Commonwealth of Virginia; or, from a local congregation which the Chaplain Recruit serves in a professional capacity (e.g. paid staff.).

(3) Chaplain Recruits who are currently serving as senior pastors, rectors, teaching elders, rabbis, or otherwise the senior clergy of a congregation regularly meeting in the Commonwealth of Virginia will also provide a statement from their congregation's governing board that the congregation will support the Chaplain Recruit in his/her ministry and Chaplaincy within the VDF.

(4) Chaplain Recruits are encouraged to present VDF Chaplaincy to their congregations as an extension of their congregational work.

(5) Former Chaplains of any branch of the military services of the United States meet all VDF requirements, provided they were discharged under honorable conditions or retired, and have maintained their ecclesiastical endorsement. Chaplains qualified by other State Guards may apply for transfer of rank held to the VDF Chaplain Services, so long as they otherwise meet the above qualification criteria.

c. Malpractice insurance requirements.

(1) Code of Virginia (COV) Section 44-100, first paragraph, last sentence states, VDF members – including chaplains -- are immune from civil suit while in the discharge of "military duties." Section 44-54.4 states "duty status" is (1) "Training duty" and (2) "State Active Duty." "Training Duty" is defined as normal service and training which includes "organization, administration, recruiting, maintenance of equipment and training." Section 44-54.4(2), second paragraph further defines "military duty" for VDF as "training duty" and "State Active Duty." Accordingly, VDF Chaplains are generally immune from civil suit while conducts VDF-directed

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duties. However, in light of the complexities of counselor-patient relationships, the CG has elected to require VDF Chaplains to maintain malpractice insurance covering VDF duty.

(2) A Chaplain Recruit shall sign an affidavit stating that the Chaplain Recruit has never been refused coverage for sexual misconduct insurance nor has had a policy terminated for any cause other than nonpayment of premium.

(3) Upon request, a Chaplain Recruit shall provide a certificate of insurance from the underwriter providing pastoral counseling malpractice insurance and/or sexual misconduct insurance; or, documentation from the ordaining authority accepting liability; or, a letter stating that the Chaplain personally accepts all such liability.

3. Recruitment Process. Applicable general recruitment policy, eligibility qualifications, and processing documents are found in “VDFR 600-10 Appendix B, Recruiting New Line VDF Members.” Chaplain Recruits shall submit all required forms and applications as described in therein and to the Chaplain OIC submit a resume, and documentation of their academic, experiential, and ecclesial qualifications as outlined above. The Chaplain Services OIC or designee will work with R&R to process the paperwork, and to prepare an accession recommendation for the CG.

a. Chaplain Recruits may be required to submit a 300-600-word essay describing the process by which they came into the ministry for review by the Command Chaplain. The purpose of this essay is to assess the Chaplain Recruit’s suitability for Chaplaincy in a military environment.

b. All general application documents shall be processed by R&R. The Chaplain OIC will then review professional qualifications as described above. If the Chaplain Recruit is recommended, the recommendation will be reviewed by the CG. If accepted, the CG will direct R&R to complete the recruitment process. Professional qualification documents will be forwarded to the Active Detachment for inclusion in the Chaplain Recruit’s personnel file.

c. Chaplain OIC Interview and Endorsement. Chaplain Recruits shall be interviewed by the Chaplain Services OIC prior to accession. While the Chaplain is an officer by virtue of ministerial credentials, the Chaplain is nonetheless a military officer. As such, the Chaplain Recruit must demonstrate during such interview that the Recruit has the qualities and skills necessary for every office, including, but not limited to:

Professional appearance  
Confidence  
Ability to articulate answers to questions  
Bearing  
Motivation  
Sense of duty

4. Commissioning Criteria.

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a. Chaplain Recruits having prior military commissioned experience and meeting all requirements of this regulation, will be appointed as Captain (O-3) or their highest attained federal or approved State Guard rank, though subject to voluntary reduced rank as VDF vacancies require.

b. Chaplain Recruits having no prior military experience, but who meet all requirements of this regulation, including ecclesiastical endorsement, will be direct commissioned as First Lieutenant (O-2).

e. Chaplain Recruits who have prior military experience and who meet the endorsement requirements defined above, who possess a baccalaureate degree, and are eligible to be commissioned as a VDF officer, but who do not possess the educational or experience requirements for Chaplains, may be direct commissioned as “Chaplain Candidates.”

(1) Chaplain Candidates possessing the additional, post baccalaureate, theological degree, but not having the required experience, will be appointed as First Lieutenant (O-2).

(2) Chaplain Candidates *not* possessing the additional, post baccalaureate, theological degree, but who have the required experience, will be appointed as Second Lieutenant (O-1).

(3) Chaplain Candidates are ineligible for promotion until the theological education and experience requirements are both met. When the Chaplain Candidate obtains both the additional theological degree and the required experience, they are then appointed as a Chaplain, in the grade of Captain (O-3).

5. Chaplain Interns. Chaplain Interns lack either the degrees or experience qualifications as described above but have demonstrated they are on the path toward those. Serving as a Chaplain Intern is intended to be a temporary position while the Chaplain Intern meets the criteria for commissioning as a Chaplain Candidate, or Chaplain. Chaplain Interns, who are non-prior military service, shall complete the VDF Professional Officer's Development Course (PODC) as their basic military training, as well as the training designated by the Chaplain OIC.

6. Warrant Officers. There are no Warrant Officer positions within the VDF Chaplain Branch.

7. Enlisted personnel. Enlisted personnel will be recruited IAW VDFR 600-10 Appendix B, “Accession of Unrestricted Line VDF Personnel,” and if interested in serving in the Chaplain Branch, will be interviewed by the Chaplain OIC and, if accepted, provided requisite Chaplain Branch professional training.

8. Service in other than Chaplain Branch Billets. All Chaplain Branch personnel may serve temporarily in a staff position for which they are qualified. Chaplain Branch personnel wishing to serve in command billets must be properly queried for command as described below. Chaplain Branch enlisted personnel career tracks will be in line with standard VSF enlisted career requirements, and such persons may serve in any enlisted billet in or outside the Chaplain Branch, for which qualified.

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9. Service in Command Billets. Chaplain Branch individuals without pertinent prior military service and education constituting an acceptable substitute for VDF Officer Candidate School (OCS), or Chaplain Branch enlisted personnel, who desire an appointment as an unrestricted line officer must attend and successfully complete the VDF OCS as further described above.



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### Enclosure (2) Legal Professionals Branch Eligibility Qualifications

#### 1. Legal Professionals Recruits.

a. Persons identified as Legal Professionals seeking service in the Legal Services Branch (LS) include potential Judge Advocate (JA), Legal Warrant Officers/Paralegals (WO), and Legal Clerks, collectively designated LS Recruits. This designation is for convenience, does not guarantee LS placement, nor does it confer any other status. R&R will refer LS Recruits to the Legal Services OIC or designee, who will determine acceptability of credentials.

b. Former JAs, WO, or Legal Clerks of any branch of the United States military services, who meet all VDF requirements, provided they were discharged under honorable conditions or retired, and have current professional credentials as described below. Such persons qualified by other State Guards may apply for transfer of rank held to the LS, so long as they otherwise meet the below qualification criteria.

2. Recruitment Process. Applicable general recruitment policy, eligibility qualifications, and processing documents are found in VDFR 600-10 Appendix B, Accession of Unrestricted Line VDF Members.” LS Recruits shall submit all required forms and applications as described therein to R&R, which will further refer LS Recruits to the LS OIC or designee for professional credentials assessment. In addition to standard recruitment requirements, LS Recruits will submit a resume, and documentation of their academic, and experiential, qualifications as described further below to R&R, for referral to the LS OIC or designee.

a. LS Recruits may be required to submit a 300-600-word essay describing the reasons they seek to service in the VDF in their professional specialty.

b. All general application documents shall be processed by R&R. The LS OIC or designee will then review professional qualifications as described above. If the LS JA Recruit is recommended, the recommendation will be reviewed by the CG. If accepted, the CG will direct R&R to complete the recruitment process. Professional qualification documents will be forwarded to the Active Detachment for inclusion in the LS Recruit’s personnel file.

c. LS OIC Interview and Endorsement. LS Recruits shall be interviewed by the LS OIC or designee. While a LS JA or WO is an officer by virtue of professional credentials, the member is nonetheless a military officer. As such, the LS Recruit must demonstrate by interview that the Recruit has the qualities and skills necessary for every office, including, but not limited to:

Professional appearance  
Confidence  
Ability to articulate answers to questions  
Bearing  
Motivation  
Sense of duty

#### 3. Judge Advocate Academic, Experience, Insurance.

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### a. JA Recruit Education and experience. JA Recruits must have:

(1) A juris doctor degree from an accredited law school or certification of having successfully studied for the Bar under Virginia law.

(2) A JA Recruit must be a member in good standing of the Virginia State Bar and authorized to practice law in Virginia.

b. Malpractice insurance requirements. Code of Virginia (COV) Section 44-100, first paragraph, last sentence states, VDF members – including chaplains -- are immune from civil suit while in the discharge of "military duties." Section 44-54.4 states "duty status" is (1) "Training duty" and (2) "State Active Duty." "Training Duty" is defined as normal service and training which includes "organization, administration, recruiting, maintenance of equipment and training." Section 44-54.4(2), second paragraph further defines "military duty" for VDF as "training duty" and "State Active Duty." VDF JAs and Paralegal WO are therefore generally immune from civil suit while conducts VDF-directed duties. While JAs or Paralegal WOs may provide retail legal assistance advice to VDF or Virginia National Guard members, the CG has determined they do not form an attorney-client relationship as defined by Virginia law, but must nonetheless work under the LS OIC or DOIC direct supervision. Accordingly, the liability protection afforded by the above COV provisions provides adequate liability protection for VDF service and LS members may, but are not required to, maintain personal malpractice insurance.

c. JA Recruits having prior military commissioned experience and meeting all requirements of this regulation, will be appointed as Captain (O-3) or their highest attained rank, though subject to voluntary reduced rank as VDF vacancies require. The LS OIC further has discretion to appoint JA Recruits with prior enlisted military experience and having exhibited a strong level of education and or legal practice achievement, as high as Captain (O-3).

b. JA Recruits having no prior military experience, but who meet all requirements of this regulation, will be direct commissioned as First Lieutenant (O-2), or as a Captain (O-3) for those the LS OIC certifies, and the CG agrees, have exhibited a high level of lifetime education and or achievement meriting the higher rank.

5. Warrant Officers (WO). LS WO provide Paralegal support as directed by the LS OIC, specifically to the LS, or Staff Judge Advocates at the Force and Major Subordinate Command (MSC) levels.

a. They monitor and manage a wide range of legal services to include providing technical advice and assistance in areas of legal administration. They provide assistance in the family law arena, such as powers of attorney, wills, deployment documents, other administrative legal documents. They supervise subordinate personnel, resources, facilities and equipment required to support legal services and act as a link between lawyers and staff, officers and enlisted personnel. WO legal technicians review and provide technical oversight, review and authenticate administrative legal documents, ensure legal and administrative documents and processes comply with procedural rules, and formulate, recommend and execute administrative

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policy for the staff judge advocate. WO legal technicians lead, train, and mentor legal personnel through individual and group instruction, as well as the establishment, direction, and evaluation of Standard Operating Procedures.

### **b. WO Legal Specialty Qualifications.**

(1) Paralegal certification from the National Association of Legal Assistants (NALA) or a recognized college, community college, technical school, or university;

(2) Completion of an associate degree or equivalent in paralegal studies, legal assisting, criminal justice, or a related field; and

(3) Five years of documented legal, court clerk, or other related legal experience.

(4) These personnel are typically accessed as a WO1.

7. Enlisted personnel. Enlisted personnel will be recruited IAW VDFR 600-10 Appendix B, “Accession of Unrestricted Line VDF Personnel,” and if interested in serving in the LS Branch will be interviewed by the LS OIC, who will concur in assignment to positions under LS cognizance. If recruited to serve in a legal clerk position, the LS OIC will assess compliance with Virginal law and recommended credit for higher level enlisted rank.

8. Service in other than LS Billets. All LS JAs and WO personnel may serve temporarily in a staff position for which they are qualified. LS JAs and WOs wishing to serve in command billets must be properly qualified for command as described below. LS enlisted personnel career tracks will be in line with standard VSF enlisted career requirements, and such persons may serve in any enlisted billet in or outside LS, for which qualified.

9. Service in Command Billets. JA and WO individuals without pertinent prior military service and education constituting an acceptable substitute for VDF OCS, or VDF LS enlisted personnel, who desire an appointment as an unrestricted line officer or warrant officer, must attend and successfully complete the VDF OCS.

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### Enclosure (3) Medical Professionals Branch Eligibility Qualifications

1. Medical Professional Recruits. Persons identified as Medical Professionals seeking service in the Medical Services Branch (MS) include potential Medical Personnel (MP), Medical Services Personnel (MSP), Medical Warrant Officers (WO), and Medical Clerks, collectively designated as MS Recruits. This designation is for convenience, does not guarantee MS placement, nor does it confer any other status. R&R will refer MS Recruits to the MS OIC or designee, who will determine acceptability of professional credentials.

2. Academic, Experience, Insurance, and Recruitment Process.

a. Education and experience.

(1) Former MS personnel of any branch of the military services of the United States meet all VDF requirements, provided they were discharged under honorable conditions or retired, and have current professional credentials as described below. Such persons qualified by other State Guards may apply for transfer of rank held to the MS, so long as they otherwise meet the below qualification criteria.

(2) As further described below, non-prior service personnel with the required medical training and licensing are eligible for direct commission, or appointments, as determined by the Commanding General after board action.

b. Malpractice insurance requirements.

(1) Code of Virginia (COV) Section 44-100, first paragraph, last sentence states, VDF members – including chaplains -- are immune from civil suit while in the discharge of "military duties." Section 44-54.4 states "duty status" is (1) "Training duty" and (2) "State Active Duty." "Training Duty" is defined as normal service and training which includes "organization, administration, recruiting, maintenance of equipment and training." Section 44-54.4(2), second paragraph further defines "military duty" for VDF as "training duty" and "State Active Duty." MS professionals are therefore generally immune from civil suit while conducts VDF-directed duties. Accordingly, the liability protection afforded by the above COV provisions provides adequate liability protection for VDF service and LS members may, but are not required to, maintain personal malpractice insurance.

(2) A MP Recruit shall sign an affidavit stating that the MP Recruit has never been refused malpractice insurance and has not had a policy terminated for any cause other than nonpayment of premium.

(3) In light of the complexities of medical provider and counselor-patient relationships, the CG has determined that VDF medical providers and PRP personnel may be required to maintain malpractice insurance covering VDF duty where they are expected to form medical provider or counselor-patient relationships.

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3. Applicable general recruitment policy, eligibility qualifications, and processing documents are found in VDFR 600-10 Appendix B, Accession of Unrestricted Line VDF Members.” MS Recruits shall submit all required forms and applications as described therein to R&R, which will further refer MS Recruits to the MS OIC or designee for professional credentials assessment. In addition to standard recruitment requirements, MS Recruits will submit a resume, and documentation of their academic, and experiential, qualifications as described further below to R&R, for referral to the MS OIC or designee.

a. Former MP, MPS, WO, and medical enlisted of any branch of the military services of the United States meet all VDF requirements, provided they were discharged under honorable conditions or retired, and have current professional credentials as described below. They will be accepted into VDF normally at the rank they last held. Such persons qualified by other State Guards may apply for transfer of rank held to the MS, so long as they otherwise meet the below qualification criteria.

b. Non-prior service personnel with the required medical training and licensing are eligible for direct commissioning, appointment, or enlistment as discussed below.

c. MS Recruits may be required to submit a 300-600-word essay describing the reasons they seek to serve in the VDF in their professional specialty.

d. All general application documents shall be processed by R&R. The MS OIC or designee will then review professional qualifications as described below. If the MS Recruit is recommended, the recommendation will be reviewed by the CG. If accepted, the CG will direct R&R to complete the recruitment process. Professional qualification documents will be forwarded to the Active Detachment for inclusion in the MS Recruit’s personnel file.

e. MS OIC Interview and endorsement. MS Officer Recruits shall be interviewed by the MS OIC or designee. While a MP or MSP officer or WO is an officer by virtue of professional credentials,, the member is nonetheless a military officer. As such, the MS officer Recruit must demonstrate by interview that the Recruit has the qualities and skills necessary for every office, including, but not limited to:

Professional appearance

Confidence

Ability to articulate answers to questions

Bearing

Motivation

Sense of duty

### 4. Commissioning Criteria.

a. As discussed above, prior service MS personnel will normally be commissioned, appointed, or enlisted at their previously-held rank, but as determined by the CG (or board action if the CG so elects).

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b. Non-prior service MP or MSP officer or WO Recruits commissioned or appointed in the VDF will have their grades determined by the CG (or board action if the CG so elects). Except as may be otherwise provided below, the provisions of Army Regulation (AR) 135-101, “Appointment of Reserve Commissioned Officers for Assignment to Army Medical Department Branches,” will be used as the basis for such grade determinations. Appointment to Major (O-4) may be authorized in exceptional cases based on additional medical education or experience, and only by the CG (or board action if the CG so elects), after MS OIC recommendation. Non-prior service accession above the grade of Major is not authorized and requests for waivers will not be considered.

c. MP officers appointed in the VDF must be licensed by the Commonwealth of Virginia and will typically be accessed as follows:

(1) Medical Doctors and Dentists will typically be accessed as Captain (O-3).

(2) Nurse practitioners and physician assistants will typically be accessed as 1st Lieutenants (O-2).

(3) Registered nurses with a Bachelor of Science in Nursing (BSN) will typically be accessed as 2nd Lieutenants (O-1). Registered Nurses with a diploma, or Associate’s Degree in Nursing (AND) and 1 year practice experience will also be accessed as 2<sup>nd</sup> Lieutenants. Experience can be in practice or additional nursing education pursuing a BSN or combination thereof.

(4) Qualified Health Providers (QHP) or licensed / certified candidates. Optometrists, Podiatrists, Pharmacists, Laboratory Services Specialists, Audiologists, Environmental Scientists, Sanitary Engineers, Entomologists, Dieticians, Physical Therapists, Occupational Therapists, Sports Medicine Practitioners, and others listed in Army Regulation 135-101 as medical or medically-related specialties, requiring a professional degree and who are licensed by the Commonwealth of Virginia, will typically be accessed as 1st Lieutenants (O-2), or as 2nd Lieutenants (O-1) -- depending on the degree of education and experience.

d. Mental Health Professionals (MHP). MHP officers appointed in the VDF must be licensed by the Commonwealth of Virginia, including board eligibility or board certification, and will typically be accessed as follows:

(1) Psychiatrists will typically be accessed as Captain (O-3).

(2) Certified Psychiatric-Mental Health Nurse Practitioners will typically be accessed as 1st Lieutenants (O-2).

(3) Psychological Resources Program (PRP) Prior Service Appointment and Rank. Prior service officers may be appointed at the rank of Captain (Psychological Resources Supervisor) or upon MS OIC recommendation and CG concurrence as described above, their highest previously held federal or State Guard rank, when meeting the following criteria:

(a) Master’s degree in a related mental health field (Social work, Psychology, Counseling, Christian counseling, Pastoral counseling, etc.).

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(b) Current and valid Professional licensure (Licensed Clinical Social Worker (LCSW), etc.) issued by an appropriate State Agency, or by an independent licensing agency, such as The National Christian Counselors Association, or the American Association of Christian Counselors.

(c) Four (4) years full-time experience serving as a professional mental health provider. Qualifying experience is determined by the MS OIC, consulting with the senior VDF PRP supervisor.

(4) Non-Prior Service Psychological Resources Program Appointment and Rank. Non-prior service PRP officers enter the VDF as Psychological Resources Professional Officer Candidates, will typically be accessed as 2<sup>nd</sup> Lieutenants (O-1) (but wear the Officer Candidate rank until successfully completing RSP training and PODC Program), when meeting the following criteria:

(a) Master's degree in a related mental health field (Social work, Psychology, Counseling, Christian counseling, Pastoral counseling, etc.).

(b) Current and valid Professional licensure (LCSW, etc.) issued by an appropriate State Agency, or by an independent licensing agency, such as The National Christian Counselor's Association, or the American Association of Christian counselors.

(c) Four (4) years full-time experience serving as a professional mental health provider. Qualifying experience to be determined by the MS OIC, and senior VDF PRP program supervisor.

(5) PRP Officer/Candidate/Technician Appointment and Rank. The requirements herein listed are consistent with the requirements set by the Army National Guard for the 68x Mental Health Specialist MOS, and Medical Services Corps Officers.

(a) 1st Lieutenants (O-2) PRP Officer Candidate: (1) Bachelor's degree in a related mental health field as identified above; (2) Current and valid Professional licensure (LCSW, etc.); (3) But does not have the required four years' experience; (4) When the PRP Officer Candidate obtains the required experience, and master's level degree then promotion to Psychological Resources Officer (Captain) is authorized.

(b) 2<sup>nd</sup> Lieutenants (O-1) PRP Officer Candidate: (1) 30 hours of experience serving under an approved Mental Health Supervisor; (2) Possess a Bachelor's degree in a related field (Social work, Psychology, Counseling, Christian counseling, Pastoral counseling, etc.); (3) Does not have a current and valid Professional licensure (LCSW, etc.); (4) When the Psychological Resources Officer Candidate obtains Professional licensure, Promotion to 1LT is authorized; (5) When the Psychological Resources Officer Candidate obtains the required degree, licensure, and 4 years' experience as a mental health provider, then promotion to Psychological Resources Supervisor (Captain) is authorized.

(c) Enlisted PRP Technician: (1) High School Diploma or GED; (2) Basic knowledge of

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behavioral health, peer support, and counseling principles; (3) Must be screened and interviewed by Psychological Resources Executive Officer prior to appointment; (4) Prior service will be enlisted at their rank of honorable discharge, pending available billeting; (5) Non-Prior Service persons will be enlisted at a rank commensurate with their experience and education.

e. Medical Services Administrator Professionals (MPS) will typically be accessed as 2nd Lieutenants (O-1), depending on the degree of education and experience, but must have a bachelorette degree and a minimum of two years' supervisory medical administration experience.

5. Warrant Officers (WO). WOs are, by definition, technical experts. WOs fill technician positions in the MS and will typically be accessed as a Warrant Officer-1 (WO1).

a. Paramedics. Paramedics are the first point of contact for critically injured patients. Responsibilities include providing emergency medical care, such as cardiopulmonary resuscitation (CPR), advanced life support techniques, recognition of fractures, dislocations and sprains, and identification of potential life-threatening injuries. WO paramedics provide appropriate immobilization for injuries, recognize, stabilize and treat a wide variety of medical emergencies, assess the seriousness of and treat heat emergencies and burns. They recognize and determine the causes and basic medical implications of closed and open soft tissue wounds and treat appropriately. WO paramedics assess patient condition and decide the next course of treatment, stabilize sick or injured patients, report observations to healthcare staff, and document medical care provided to patients. WO paramedics lead, train, and mentor personnel through individual and group instruction, as well as the establishment, direction, and evaluation of Standard Operating Procedures.

### b. Paramedic Specialty Qualifications.

(1) Current certification to practice as a National Registered Paramedic in the Commonwealth of Virginia, including certification from the National Association of Medical Assistants (NALA) or a recognized college, community college, technical school, or university; and,

(2) Completion of a paramedic curriculum from a recognized associate degree or diploma program.

6. Commissioned officers and appointed WOs who fail to satisfactorily complete the Professional Officer Development Course Program detailed in VDF Regulation 350-2, "Officer Training Program" will be given the opportunity to attend the class a second time. Failure to complete it the second time will result in the OC. either being discharged from the VDF or being sworn in at the appropriate enlisted rank to serve within a VDF operational unit.

7. Enlisted personnel. Enlisted personnel will be recruited IAW VDFR 600-10 Appendix B, "Accession of Unrestricted Line VDF Personnel," and if interested in serving in the MS Branch will be interviewed by the MS OIC, who will concur in assignment to positions under MS



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cognizance. Note that Licensed Practical Nurses (LPN) in the Commonwealth of Virginia – who must complete an LPN nursing curriculum from a recognized associate degree or diploma program -- and are accessed as enlisted personnel, but at a higher initial enlisted rank as decided by the MS OIC and R&R) based on credentials and experience.

8. Service in other than MS Billets. All MS officers and WO personnel may serve temporarily in a staff position for which they are qualified. Those wishing to serve in command billets must be properly qualified for command as described below. MS enlisted personnel career tracks will be in line with standard VSF enlisted career requirements, and such persons may serve in any enlisted billet for which qualified -- in or outside MS.

9. Service in Command Billets. All MS officers and WO without pertinent prior military service and education constituting an acceptable substitute for VDF Officer Candidate School, or VDF MS enlisted personnel, who desire an appointment as an unrestricted line officer or warrant officer must attend and successfully complete the VDF OCS.