AIR NATIONAL GUARD (ANG)  
ACTIVE DUTY FOR OPERATIONAL SUPPORT  
(ADOS) ANNOUNCEMENT

IAW the ADOS Application Procedures
Please submit complete ADOS applications as 1 PDF to usaf.jbanafw.ngb-hr.mbx.HR-ADOS@mail.mil

If unable to encrypt or the application is over 4MB, please forward via https://safe.amrdec.army.mil/safe/ to the above address

ANNOUNCEMENT NUMBER: 20-038
CLOSE OUT DATE: Open until Filled
POSITION TITLE: Medical Assessments (UEI)
POSITION INFORMATION: Length: 30 Sep 20
Tour intent is multiple years
Pending Funding and Airman’s continued eligibility.
ADOS, Title 10 - 12301d
RANK/GRADE REQUIREMENT: SSgt – SMSgt
AFSC REQUIREMENT: ANY MEDICAL AFSC
LOCATION: ANGRC Readiness Center
JB Andrews, MD
WHO MAY APPLY: Qualified ANG members only
POC Position: Name: CMSgt Faith Federspiel, COMM: 240-612-9225, faith.m.federspiel.mil@mail.mil

Position Description (Duty Description): Should have in-depth knowledge of all aspects of health services administrative and clinical functional responsibilities as well as medical readiness and formal training. Requires knowledge of medical service organization and functions, medical publication directives, instructions and standards prescribed by DoD, DHA-PI, HQ USAF, MAJCOM, and civilian medical professional institutions. Understands Inspector General (IG) Programs, Unit Effectiveness Inspection (UEI), Continual Evaluation (CE) processes and able to monitor and assesses Management Internal Control Tool (MICT) from units to maintain situational awareness of potential unrecognized non-compliance. Reviews/analyzes inspection deficiencies identified in Integrated Global Enterprise Management System (IGEMS). Track trends and guidance issues, takes
appropriate action to correct identified issues. Assist the Chief Medical Enlisted Force (CMEF) & Career Field Managers (CFM)'s in coordination and approvals all Corrective Action Plans for unit level critical and significant deficiencies and all MAJCOM level deficiencies. Working knowledge of medical terminology, office management methods, Microsoft Office (Word, Excel, Power Point, and Outlook) Microsoft SharePoint and Knowledge Exchange Website. Knowledge of electronic health record system Armed Forces Health Longitudinal Technology Application (AHLTA) and Health Artifact and Image Management Solution (HAIMS).

Primary duties:

- Communicates with 89 Guard Medical Units/CRTC’s/JSG/AFIA regarding Inspection program oversight, AFS waivers
- Reviews/Track inspection deficiencies identified in IGEMS to identify trends and analyze
- Identifies unit level critical and significant deficiencies through SG Continual Evaluation
- Reviews/accepts Corrective Action Plans working with SG/SME’s
- Assists with managing the SG Internal Continual Evaluation
- Assists with managing the SG Scorecard
- Coordinates data calls for all medical AFS’s as needed
- AFS Waiver database coordinator
- CAREPOINT administrator for CMEF/UEI page