



DEPARTMENT OF THE ARMY
MEDICAL CORPS
3630 STANLEY ROAD, BLDG 2840, RM 284
JBSA FORT SAM HOUSTON, TEXAS 78234-6100

MCCS-CC

7 March 2014

MEMORANDUM FOR ALL MEDICAL CORPS OFFICERS

SUBJECT: Medical Corps (MC) Retirement Recognition Policy

1. As Chief of the Medical Corps, I would like to honor retiring Medical Corps Physicians for their distinguished service and contributions to Army Medicine. This policy applies to both Active and Reserve Component Officers.
2. There are three levels of recognition.
 - a. MC Chief's coin and 2-star note. MC Officers retiring from either the Active Reserve Components are eligible.
 - b. MC 2 1/2-inch medallion and star note. MC Officers with 25 or more years of Active Federal Service (AFS) with at least 15 years in the Army MC are eligible.
 - c. MC 3-inch medallion (engraved) and star note. MC Officers with 30 or more years of AFS with at least 20 years in the Army MC are eligible.
3. The Medical Corps Specific Branch Proponency Officer (MC CSBPO) will process all requests for retirement recognition.
 - a. Send all requests for recognition to: usarmy.jbsa.medcom-ameddcs.mbx.mc-csbpo@mail.mil.
 - b. Requests should be in memorandum format (see enclosure 1) and should be submitted at least 30 days prior to the desired presentation date to allow for processing.
 - c. Request for exception to policy for the award of the MC medallion may be submitted in memorandum format (see enclosure 2). Only in rare cases will an exception be approved. Please submit at least 60 days prior to the desired presentation and include a copy of the retirement award narrative. Exceptions to policy may be considered for:
 - (1) Failure to meet the 25 or 30 year AFS. These requests will be considered on a case-by-case basis and decided based on the retiree's contributions to the MC and circumstances leading to retirement.

MCCS-CC

SUBJECT: Medical Corps (MC) Retirement Recognition Policy

(2) Award to non-MC Officers, enlisted or civilian retirees who have made extraordinary contributions to the MC.

4. Other retirement recognition that should be considered for retiring MC Officers are:

a. The AMEDD 30-Year Medallion. POC is Commander, HQ MEDCOM/HRAB, (Soldiers) or Commander, HQ MEDCOM/CHRD (Civilians), 2748 Worth Road, Suite 6, JBSA Fort Sam Houston, TX 78234-6006. The current AMEDD 20-Year Medallion Policy (OTSG/MEDCOM Policy Memo 12-001) is attached.

b. Distinguished Member of the Regiment. POC is the AMEDD Regimental Office at 210-221-8455. Information can be found at: <http://ameddregiment.amedd.army.mil>. MC Officers retiring with 20 years of service qualify for this recognition. Their spouse may be recognized as an Honorary Member of the Regiment if married for greater than 10 years.

c. Point of contact for this action is the MC CSBPO at 210-221-8775, DSN 471-8775, usarmy.jbsa.medcom-ameddcs.mbx.mc-csbpo@mail.mil.

AUTHORITY LINE:

3 Encls

1. Memo, Request
2. Memo, Exception to Policy
3. AMEDD Medallion Policy


STEPHEN L. JONES
Major General, US Army
Chief, Medical Corps

DEPARTMENT OF THE ARMY
UNITED STATES ARMY MEDICAL DEPARTMENT ACTIVITY
STREET ADDRESS
CITY, STATE ZIP

Office Symbol

MEMORANDUM FOR Chief, Medical Corps, (ATTN: MCCA-CC), 3630 Stanley Road, Fort Sam
Houston, TX 78234-6170

SUBJECT: Exception to Policy Request of the Medical Corps (MC) 3 inch Medallion for COL Smith,
George W.

1. In accordance with the MC Retirement Recognition Policy, paragraph 3b, I request an exception to policy to award the MC 3 inch Medallion to COL Smith for over 29 years of service to the US Army. COL Smith was unable to complete thirty years of Active Federal Service (AFS) due to hitting mandatory retirement age.

a. Total AFS: 352 months

(1) Army Service: 304 months; Sister Services: 48 months

(2) AMEDD Service: 304 months

(3) MC Service: 304 months

b. COL Smith also graduated from the US Naval Academy and attended medical school under a 4-year HPSP scholarship. Upon retirement, he will continue in his current position as a civil service employee.

2. Brief justification, e.g. throughout his career, COL Smith served as a mentor and role model for all who served with him. He repeatedly volunteered for all the tough jobs and excelled at every one. His high standards and commitment to excellence are unparalleled. COL Smith's service to the United States of America is in keeping with the highest traditions of the military and is deserving of the recognition afforded by the 3 inch MC Medallion. Please refer to enclosed retirement award justification.

3. Point of contact for this action is the undersigned at 210-555-5555.

3 Encls

1. ORB

2. Retirement award write-up

3. Retirement order

JOHN T. DOYLE

LTC, MC

DCCS

DEPARTMENT OF THE ARMY
UNITED STATES ARMY MEDICAL DEPARTMENT ACTIVITY
STREET ADDRESS
CITY, STATE ZIP

Office Symbol

MEMORANDUM FOR Chief, Medical Corps, (ATTN: MCCS-CC), 3630 Stanley Road,
Fort Sam Houston, TX 78234-6170

SUBJECT: Request MC Retirement Recognition for COL Smith, George W.

1. Request the Medical Corps recognize COL George Smith for over ____ years of active Federal service of which ____ were in the Army MC. COL Smith's retirement order is enclosed.
2. COL Smith is not under suspension of personnel actions (flag) or any other unfavorable action.
3. Recommended recognition: (e.g.: star note and 3 inch MC Medallion)
4. The following information is provided for the completion of the certificates:
 - a. Retiree's full name:
 - b. Retiree's mailing address:
 - c. Date of retirement ceremony / date of presentation:
5. Please forward the requested recognition to: (provide POC and mailing address)
6. Point of contact for this action is the undersigned at 210-555-5555.

Encl

JOHN T. DOYLE
LTC, MC
DCCS