

Summary Report for Individual Task
805K-79R-3103
Implement a Health care Recruiting Program (Colleges, Residencies and Professional Organizations)
Status: Approved

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD5 - This product/publication has been reviewed by the product developers in coordination with the Fort Knox ,KY foreign disclosure authority. This product is releasable to students from all requesting foreign countries without restrictions.

Condition: Your recruiting operation plan (ROP) indicates you must develop a school recruiting program (SRP) for your assigned colleges, universities, residency programs and professional organizations. You have the electronic school folder, Recruiting Center ROP, recruiting promotional items (RPI), personal presentation items (PPI), and access to a recruiter workstation (RWS). USAREC Manual 3, Recruiting, USAREC Manual 3-0, USAREC Manual 3-30, USAREC Regulation 350-13, and USAREC Regulation 601-73. This task should not be trained in MOPP 4.

Standard: Complete school folders for assigned Pre-professional, Professional, and Residency schools within School Zone; develop a penetration plan for each school and coordinate visits; coordinate COI functions with identified key personnel, and promote AMEDD programs in schools in accordance with USAREC Regulation 350-13, Chapters 1-9.

Special Condition: None

Safety Risk: Low

MOPP 4: Never

Task Statements

Cue: None

DANGER
None

WARNING
None

CAUTION
None

Remarks: None

Notes: All required references can be accessed at the following link: <https://sites.google.com/a/goarmy.com/publications-library/home>

Performance Steps

1. Visit schools in assigned area:
 - a. Pre-professional schools (undergraduate schools -appropriate programs).
 - b. Professional schools (medical, dental, veterinary, optometry, nurse anesthesia).
 - c. Graduate schools (appropriate programs).
 - d. Residency programs (appropriate programs).
2. Establish a working relationship with key personnel:
 - a. Pre-professional schools (undergraduate schools - registrars, placement directors, advisors, professors, chair persons, club officers, Reserve Officer Training Corps (ROTC) professors of military Science (PMS), etc.)
 - b. Professional schools (financial aid advisors, dean of students and advisors of medical, dental, veterinary, optometry, specialty club leadership etc.)
 - c. Graduate schools (financial aid advisors, deans of students and advisors of occupational therapy and dietetic students, entomology, audiology, social work, psychology, club officers, long term health education and training (LTHET) students, etc.)
 - d. Residency programs (residency coordinators, chief resident, and program directors)
3. Coordinate COI functions with identified key personnel.
4. Obtain personnel/student directories from key personnel (residency director, financial aid director, class residents, chief residents, director of nursing, registrar).
5. Distribute Army Medical Detachment (AMEDD) information.
 - a. Send mail-outs to students.
 - b. Place AMEDD program information in student mail boxes for school programs which fulfill mission AOC requirements (E-mail and physical mail boxes).
 - c. Place RPIs, business cards and other mission related information in approved locations (break areas, student union building, student lounge).
6. Coordinate visits at pre-professional, schools (undergraduate schools - clubs, nursing and science departments, etc.), professional schools (medical, dental, veterinary, optometry, nurse anesthesia, etc.) and graduate schools (occupational therapy and dietetic students, entomology, audiology, social work, psychology, nurse practitioner, psychology nurse, nurse mid-wife, etc.).
7. Conduct AMEDD presentations/events (job fairs, Total Army Involvement in Recruiting (TAIR), orientations, exit briefs, professional student organizations/associations, student/educator tours).
8. Document activities in School Zone and Recruiter Zone.
9. Implement a health care schools recruiting program for colleges, residencies, and professional organizations.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the Soldier GO if all performance measures are passed (P). Score the Soldier NO GO if any performance measure is failed (F). If the Soldier scores NO GO, show the Soldier what was done wrong and how to do it correctly.

Evaluation Preparation: This task may be evaluated by using the evaluation guide and/or administering the performance test Evaluation Guide. If the task is performed on the job, use the materials listed in the CONDITIONS statement above. This task can be evaluated by using the evaluation guide.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Visited schools in assigned area:			
a. Pre-professional schools (undergraduate schools -appropriate programs)			
b. Professional schools (medical, dental, veterinary, optometry, nurse anesthesia)			
c. Graduate schools (appropriate programs)			
d. Residency programs (appropriate programs)			
2. Established a working relationship with key personnel:			
a. Pre-professional schools (undergraduate schools - registrars, placement directors, advisors, professors, chair persons, club officers, Reserve Officer Training Corps (ROTC) professors of military Science (PMS), etc.)			
b. Professional schools (financial aid advisors, dean of students and advisors of medical, dental, veterinary, optometry, specialty club leadership etc.)			
c. Graduate schools (financial aid advisors, deans of students and advisors of occupational therapy and dietetic students, entomology, audiology, social work, psychology, club officers, long term health education and training (LTHET) students, etc.)			
d. Residency programs (residency coordinators, chief resident, and program directors)			
3. Coordinated COI functions with identified key personnel.			
4. Obtained personnel/student directories from key personnel (residency director, financial aid director, class residents, chief residents, director of nursing, registrar).			
5. Distributed Army Medical Detachment (AMEDD) information.			
a. Sent mail-outs to students.			
b. Placed AMEDD program information in student mail boxes for school programs which fulfill mission AOC requirements (E-mail and physical mail boxes).			
c. Placed RPIs, business cards and other mission related information in approved locations (break areas, student union building, student lounge).			
6. Coordinated visits at pre-professional, schools (undergraduate schools - clubs, nursing and science departments, etc.), professional schools (medical, dental, veterinary, optometry, nurse anesthesia, etc.) and graduate schools (occupational therapy).			
7. Conducted AMEDD presentations/events (job fairs, Total Army Involvement in Recruiting (TAIR), orientations, exit briefs, professional student organizations/associations, student/educator tours).			
8. Documented activities in a RZ and appropriate folder.			
9. Implemented a health care schools recruiting program for colleges, residencies, and professional organizations.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	USAREC MANUAL 3-0	Recruiting Operations	Yes	No
	USAREC MANUAL 3-01	The Recruiter Handbook	Yes	Yes
	USAREC Manual 3-30	Recruiting Company Operations V1	Yes	No

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

Safety: In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination. "Everyone is responsible for safety. A thorough risk assessment must be completed prior to every mission or operation."

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks : None