

20 NOV 1974

MEMORANDUM FOR: Deputy Director for Administration
ATTENTION : Career Management Officer/DDA
SUBJECT : Promotion and Ranking Criteria of Medical
Career Subgroup

As requested, following is a statement of criteria that have been followed for promotion and ranking in the Medical Career Subgroup.

One procedure has been used for promotion and ranking. Different procedures have, however, been used for our different professional categories which, as we have suggested previously, are in effect separate "sub-subgroups." There is no basis, for example, for evaluating/ranking Medical Officers along with Medical Technicians, and these categories have always been considered separately.

a. Medical Officers

Medical Officers are competitively evaluated by Panel A of the Medical Career Subgroup according to the following general criteria:

- (1) Performance
- (2) Qualifications
- (3) Length of service
- (4) Value to the Agency

No more specific criteria are established. Each member of the assembled Panel lists the Medical Officers of the grade being evaluated in an ordinal sequence. The sequences are then compared and any striking differences are discussed and normally resolved. The sequences are then "averaged" and a rank order is agreed to.

b. Medical Technicians

Panel C conducts evaluations of Medical Technicians according to a more detailed criteria, a copy of which

SUBJECT: Promotion and Ranking Criteria of Medical Career
Subgroup

is attached (these criteria are presently under consideration for revision). Each member of Panel C determines his total point value for the individual being evaluated. Evaluations are then discussed, any striking differences are normally resolved, and a consensus rank order is agreed to.

JOHN R. TIETJEN, M. D.

JOHN R. TIETJEN, M. D.
Director of Medical Services

Attachment

STATINTL

OMS/ExO/[REDACTED] (29Nov74)

Distribution:

- Orig & 1 - Addressee (w/att)
- 1 - C/SD (w/cy att)
- ~~2~~ - D/MS Files (w/cy att)