



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY RESERVE COMMAND
4710 KNOX STREET
FORT LIBERTY, NC 28310-5010

AFRC-PR (601-280c)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Army Reserve (USAR) Health Professions Special and Incentive (HPS&I) Pay Plan Policy for Fiscal Year (FY) 2024

1. References. See Enclosure 7.
2. Purpose. To provide USAR Army Medical Department (AMEDD) Incentives Program guidance. The USAR uses incentives to attract and retain healthcare professionals possessing or qualifying for training in critical skills needed to maintain wartime readiness as identified on the USAR HPS&I Pay Plan, Critical Wartime Shortage List (CWSL), Enclosure 1.
3. Incentives. The following incentive programs are available under the USAR HPS&I Pay Plan for Areas of Concentration (AOC) designated in the CWSL.
 - a. Health Professions Loan Repayment Program (RC HPLRP) (Enclosure 3)
 - b. Consolidated Special Pay (CSP) Program (Enclosure 4)
 - c. Health Professions Stipend Program (Enclosure 5)
 - d. Incentive Pay (IP) and Board Certification Pay (BCP) (Enclosures 2 and 6)
4. Authority. Department of Defense (DoD), Assistant Secretary of Defense (ASD-HA) Pay Plan, Reference u, Enclosure 7. The FY24 USAR HPS&I Pay Plan Policy does not supersede Department of Defense (DoD) Instructions, Directives or Army Regulations.
5. Funds Management. The Program Director at USARC G-1 is responsible for the overall management and oversight of the USAR HPS&I Pay Plan; the Senior Medical Analyst at the Office of the Chief, Army Reserve Program Analysis and Evaluation (OCAR PAE), programs and budgets AMEDD incentives; and the Health Services Division (HSD), AMEDD Incentives Section at the Human Resource Command (HRC) is the designated agent to execute AMEDD incentives funds. The execution of incentive programs under this policy are subject to availability of funds.
6. Incentives Application and Contract/Agreement. The Reserve Incentives Management Sub-System (RIMS) is the AR official system for processing CSP and

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IP/BCP AMEDD incentives contract applications:

<https://selfservice.rcms.usar.army.mil/Selfservice/RequestIncentive>.

a. Applicants entering into an agreement under this policy must also meet eligibility requirements stipulated in the specific incentive enclosure.

b. Retroactive payments for dates prior to the approved contract/agreement or eligible date for any of the incentives under this policy are not authorized.

7. General Eligibility Provisions for Incentive Programs. Notwithstanding the requirements under the specific incentive enclosure of this policy, the following general provisions apply:

a. Officers must hold an appointment as a commissioned officer.

b. Officers must be able to complete all contractual Service Obligation (SO) incurred under the specific incentive program before reaching Mandatory Removal Date (MRD).

c. The primary AOC in the Integrated Personnel and Pay System – Army (IPPS-A) must match an approved specialty as listed in the FY24USAR HPS&I Pay Plan CWSL. The approved AOC must remain as “primary” in IPPS-A for the duration of the agreement/contract. AMEDD Incentives are linked to the critical designation of the specialty listed in the CWSL and not to a unit or duty position. For incentives application purposes, officers may be assigned to IPPS-A standard excess or invalid positions on the Human Resources Authorization Report (HRAR).

d. Incentives recipients must meet the satisfactory participation requirements stipulated in this policy and its enclosures. Officers are considered satisfactory participants in the SELRES unless declared unsatisfactory participants in accordance with AR 135-91 (Reference k., Enclosure 7). Final administrative actions from the commander are not required for HRC to initiate termination and/or recoupment actions for unsatisfactory participation.

e. At the effective date of agreement/contract, the HPO must have a current, valid, and unrestricted state license in the critical specialty authorized for the incentive; current certification, registration and additional credentials or privileges required to perform the duties in the specialty.

f. Officers must maintain medical and dental readiness.

g. Active Guard/Reserve (AGR) officers and Military Technicians are not eligible for incentives in the USAR HPS&I Pay Plan Policy. AGR HPOs may qualify for Active

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Component incentives and special pay as directed by the Active Component Health Professions Officer Special and Incentive Pay Plan, Reference x, Enclosure 7.

h. Failure to maintain all qualifying provisions for the period stipulated in the incentive contract/agreement may result in termination and recoupment of incentive funds. Upon termination of incentives, the HPO is not eligible to receive additional payments regardless of any remaining service obligation. The service member must refund to the government the prorated amount of the un-earned portion of the incentive as per Reference f., Enclosure 7. The HPO may apply to enter into a new contract/agreement with an obligation equal or greater than the prior obligation, should he/she meet eligibility criteria again.

i. The service member may request to have the incentive suspended temporarily to request assignment to the Individual Ready Reserves (IRR) for a period not to exceed one year for valid personal reasons or during a period of authorized non-availability. Officers must process the request through the chain of command and the HRC-HSD for action. To regain eligibility, HPOs reassigned to the SELRES within the authorized timeline must extend the service commitment terms stipulated in the contract/agreement to serve the full original incentive commitment period. Subsequent incentive payments can resume on the adjusted anniversary date of satisfactory SELRES service. Failure to meet reinstatement criteria will result in termination of incentives, previously disbursed payments will be subject to recoupment. The unit of assignment is responsible for referring the case to the HRC-HSD for termination and recoupment.

j. Separation from the USAR SELRES for any reason, including involuntary separation and voluntary appointment or transfer to another component or service will result in termination and recoupment of incentive funds. Further, a court-martial conviction and any misconduct will result in the termination of incentives.

k. Specialized Training Assistance Program (STRAP) and Medical and Dental Student Stipend Program (MDSSP) payment recoupments are calculated by AMEDD Professional Management Command (APMC) and reviewed/processed by HRC-HSD. Retention and accession bonus recoupments are calculated by HRC-HSD. The HRC-HSD calculates the amount to be refunded to the Government when a separation occurs. The number of months served satisfactorily during the term for which an incentive was paid shall be multiplied by the monthly rate authorized by the incentive. The monthly rate is calculated by dividing the total incentive amount by the number of months of service the member has agreed to serve. This calculation results in the HPO's "earned incentive." That "earned incentive" must be subtracted from the total incentive amount paid to the individual to date. If the "earned incentive" is less than the total incentive amount paid, the overpayment to the individual must be recouped.

l. USARC and HRC -HSD rely on official USAR reporting systems to verify incentives eligibility such as primary AOC and unsatisfactory participation status; HR Specialists at

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the unit level and commanders must properly update reporting systems.

m. HRC-HSD reviews, validates, and determines termination of incentives prior to notifying the service member and/or unit if the action is impending. A response is not required to proceed with the termination and/or recoupment. Relief from termination and/or recoupment may be granted if: directed (involuntary) by appropriate USARC or higher authority; circumstances were beyond the service member's control; or as per Reference f., Enclosure 7.

n. Exceptions to Policy (ETPs) will be considered on a case-by-case basis and must be approved in writing by the Resource Management Director, USARC G-1, or higher authority as appropriate.

8. Stabilization. Active Duty HPOs who transfer directly into a TPU are authorized a 24-month stabilization from the date of assignment to the SELRES. If the HPO transfers to the IRR the mobilization deferment is terminated. TPU HPOs are not eligible for mobilization deferment.

9. Effective date. The HPS&I Pay Plan Policy for FY24 is effective upon signature of approving authority through 30 September 2024 unless extended, rescinded, or superseded by subsequent updates.

10. Release. This policy is available on the internet through the USAR G-1 website at: <https://armyeitaas.sharepoint-mil.us/sites/USAR-USARC-G1-RMO/SitePages/HPLR.aspx>.

7 Encls

1. Pay Plan (CWSL)
2. IP and BCP Rates and Boards
3. RC HPLR Program
4. CSP Program
5. RC Stipend Program
6. IP and BCP (Criteria)
7. References

THOMAS C. AKERLUND
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Deputy Chief of Staff, G-1

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FUNCTIONAL COMMANDS:

3 MCDS
76 ORC
79 TSC
200 MP CMD
311 SC (T)
335 SC (T)
377 TSC
412 TEC
416 TEC
807 MCDS
ARAC ARCD
AR-MEDCOM
LEGAL CMD MIRC
USACAPOC (A)
75 TNG CMD (MC)
80 NG CMD (TASS)
83 US ARRTC
84TNG CMD (UR)
85 USAR SPT CMD
108 TNG CMD (IET)
USAR SPT CMD (1A)

GEOGRAPHIC COMMANDS:

1 MSC
7 MSC
9 MSC
63 RD
-USAG-FHL
81 RD
-USAG-Fort Buchanan
88 RD
-USAG-Fort McCoy
99 RD
-ASA-Dix

AREC/ARET:

USARPAC
ARNORTH
ARSOUTH
ARCENT
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