

SkillBridge Curriculum Summary
Medical Planner (GS-13/14)
U.S. Customs and Border Protection (CBP)



12/27/2021

Curriculum Description

A Medical Planner intern, hosted within the CBP Chief Medical Officer division, will be taught the following (among many others) during this internship through in-person or virtual training and consists of observing/participating in the organization's internal assessment planning and execution cycle. This apprenticeship will provide the service member with specialized skills needed to compete for employment in one of the federal government's Medical Planner programs. KSAs provided in this DoD SkillBridge apprenticeship include:

- Assist and support the CMO with medical direction of CBP operational medicine efforts
- Works collaboratively with the Medical Operations and Emergency Response Coordinator to coordinate OCMO emergency response coordination and Emergency Operations Center support
- Oversees and provides medical planning expertise to the CMO, other team members, and key partners/stakeholders
- Develops a comprehensive understanding of project/mission requirements, and outlines standards, policies, and steps for completion
- Develops requirements, resources, and timelines based on project/mission, including measures of project/mission success and completion
- Responsible for development, modification and/or reviewing of medical planning concepts and solutions, and ensures quality control coordination
- Develop/draft medical plans and annexes to meet the requirements of the project/mission
- As part of pre-mission planning, lead and conduct medical threat assessments to include medical threat mitigation strategies
- Develop Force Health Protection plans to address the prevention of disease and injury (including behavioral health) at pre-deployment, deployment, and post-deployment phases
- Upon its completion, analyzes and evaluates project/mission to gather lessons learned for future use
- Participates in various meetings and workgroups to collect project/mission requirements, and assists with technical aspects of medical planning
- Anticipates and develops solutions to problems/obstacles that would impede project/mission success
- Communicates planning concepts to the CMO and other key stakeholders, both verbally and through graphic/written reports
- Provide guidance and support to CBP medical logistics, medical planning, and medical training efforts

[Curriculum Length: up to 24 weeks]

SkillBridge Curriculum Summary
Medical Planner (GS-13/14)
U.S. Customs and Border Protection (CBP)



**Homeland
Security**

1. Points of Contact

Name:	Jeffrey R. Jack
Phone Number:	202-281-8268
Email Address:	Jeffrey.R.Jack@cbp.dhs.gov

2. Courses and other activities

Activity: On-the-Job Training	Length: 180 days
Location: CBP Chief Medical Officer	
Prerequisites: None	
<p>Description: The OJT will increase the participants understanding of CBP operations and provide relevant opportunities to support agency objectives. The Medical Planner will support and assist the Chief Medical Officer (CMO) with coordination and direction of CBP medical support efforts. The Medical Planner will develop and provide guidance regarding medical planning efforts. The Medical Planner will effectively communicate with the CMO and other key partners and stakeholders regarding project and/or mission requirements. Participants will be provided opportunities to develop knowledge of program principles, concepts, regulations, practices, analytical methods and techniques to perform routine, multiple, and varying assignments in assigned program areas. Established policies and procedures provide guidance for most assignments, but allow some discretion to select the most appropriate approach. Work and use of resources is reviewed frequently during assignments and at completion. Work supports the accomplishments of the organizational unit with occasional broader impact.</p>	
<p>Tasks:</p> <ul style="list-style-type: none"> • Develop knowledge of program principles, concepts, regulations, practices, analytical methods and techniques. • Perform routine, multiple, and varying assignments in assigned program areas. 	