



Work-Product

UNITED STATES AIR FORCE BOARD FOR CORRECTION OF MILITARY RECORDS

RECORD OF PROCEEDINGS

IN THE MATTER OF:

Work-Product

DOCKET NUMBER: BC-2023-01738

COUNSEL: NONE

HEARING REQUESTED: NO

APPLICANT'S REQUEST

He receive retroactive Incentive Pay (IP) for the period of 1 Oct 22 through 31 Jan 23.

APPLICANT'S CONTENTIONS

On 30 Sep 22 he reported to **Work-Product** Air Force Base for his first active duty assignment. Due to being new to the military and the lack of adequate guidance he did not submit a FY22 Consolidated Special Pay IP contract for the period of 1 Oct 22 – 31 Jan 23. Since he has been assigned to the clinic, he has been present every day attending meetings, participating in medical drills, and most importantly treating patients. When he inquired via MyPers how to apply for retroactive IP pay, he never received a response. He has multiple financial obligations and has endured hardship living strictly on his base pay.

The applicant's complete submission is at Exhibit A.

STATEMENT OF FACTS

The applicant is an Air Force Medical Corps captain (O-3).

On 30 Sep 22, according to Special Order **Work-Product** dated 4 Aug 22, the applicant was ordered to extended active duty with a report no later than date of 30 Sep 22. Further, his AF Form 1613, *Statement of Service Dates*, dated 19 Oct 22, reflects he reported for extended active duty on 30 Sep 22.

For more information, see the excerpt of the applicant's record at Exhibit B and the advisory at Exhibit C.

APPLICABLE AUTHORITY/GUIDANCE

Department of Defense (DoDI) 6000.13 Department of the Air Force Instruction (AFI) 41-110, *Medical Health Care Professions Scholarship Programs*, Enclosure 3, (4) (Added) (AF) Each officer must take responsibility for requesting and monitoring the officer's medical special pays and obligations. (T-1). Officers should maintain a copy of the pay plan and signed contract for their records. 4. (Added) (AF) Submit completed contracts to AFPC/DP2SSM up to 60 days prior to the effective date for processing. (T-3). Contracts must be submitted via the appropriate corps special pay page on myPers (https://mypers.af.mil/app/answers/detail/a_id/29350/p/9/c/447).

AFBCMR Docket Number BC-2023-01738

Work-Product

Controlled by: SAF/MRB

Work-Product

Limited Dissemination Control: N/A

POC: SAF.MRBC.Workflow@us.af.mil

If/when myPers submission is not possible, contracts may be emailed to AFPC.DP2SSM.MedicalSpecialPay@us.af.mil. (T-1).

ANALYST NOTE: According to AFI 41-110, dated 23 Dec 20, summary of changes AFI 41-110 has been converted to DoDI6000.13_DAFI41-110.

According to *United States Air Force Fiscal Year 2022 Medical Corps Consolidated Special Pay Plan (CSP)*:

- All CSP pay types require a contract to initiate pay.
- Each officer is responsible for requesting/monitoring his/her Medical Special Pays and obligations.
- Contracts may be effective as early as the first day of the month in which the officer signed the contract (no backdating to the previous month or further).
- Incentive Pay. An MC officer is eligible for IP if he: Is serving in the medical specialty (AFSC) for which the IP is being paid, unless special pay contract is terminated by AF/SG; Must possess an unrestricted license. Officer must be credentialed, privileged, and practicing at a facility designated by the AF, in the medical specialty for which the IP is being paid.

AIR FORCE EVALUATION

AFPC/DPMSSM recommends denying the request for retroactive IP. Based on analysis of the facts, there is no evidence of an error or injustice. The applicant did not submit an IP contract to the Medical Special Pay office for the requested time frame. In accordance with DoDI6000.13, DAFI 41-410, and the FY22 Medical Corps Consolidated Special Pay Plan, all special pay requests require a contract in order to initiate special pay.

The complete advisory opinion is at Exhibit C.

APPLICANT'S REVIEW OF AIR FORCE EVALUATION

The Board sent a copy of the advisory opinion to the applicant on 2 Oct 23 for comment (Exhibit D), but06 has received no response.

FINDINGS AND CONCLUSION

1. The application was timely filed.
2. The applicant exhausted all available non-judicial relief before applying to the Board.
3. After reviewing all Exhibits, the Board concludes the applicant is not the victim of an error or injustice. The Board concurs with the rationale and recommendation of AFPC/DPMSSM and finds a preponderance of the evidence does not substantiate the applicant's contentions. The Board determines that it is the applicant's responsibility to request and timely submit his IP contract with the proper signatures. In addition, the Board finds no evidence provided by the applicant that

Work-Product

shows he was unaware of the process or that his situation is unique from similarly situated officers. Therefore, the Board recommends against correcting the applicant’s records.

RECOMMENDATION

The Board recommends informing the applicant the evidence did not demonstrate material error or injustice, and the Board will reconsider the application only upon receipt of relevant evidence not already presented.

CERTIFICATION

The following quorum of the Board, as defined in Department of the Air Force Instruction (DAFI) 36-2603, *Air Force Board for Correction of Military Records (AFBCMR)*, paragraph 2.1, considered Docket Number BC-2023-01738 in Executive Session on 5 Dec 23:

Work-Product	Panel Chair
Work-Product	Panel Member
Work-Product	Panel Member

All members voted against correcting the record. The panel considered the following:

- Exhibit A: Application, DD Form 149, dated 22 May 23.
- Exhibit B: Documentary evidence, including relevant excerpts from official records.
- Exhibit C: Advisory Opinion, AFPC/DPMSSP, dated 13 Sep 23.
- Exhibit D: Notification of Advisory, SAF/MRBC to Applicant, dated 2 Oct 23.

Taken together with all Exhibits, this document constitutes the true and complete Record of Proceedings, as required by DAFI 36-2603, paragraph 4.12.9.

8/14/2025

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Signed by:	Work-Product