

Memorandum for Supervisors

SUBJECT: Notification to Employees Regarding Transition to the DoD Civilian Physicians and Dentists Pay Plan (PDPP)

1. This memorandum is to inform you that employees in the occupational series 0602 and 0680 will be transitioning to the Physicians and Dentists Pay Plan on 23 Oct 2011. The PDPP provides the Joint Task Force National Capital Region Medical (JTF CapMed) with the flexibility to maintain medical talent needed to care for our military members and their families. The authorities for PDPP were granted in Section 1599c of Title 10, United States Code, as outlined in [Department of Defense Instruction \(DoDI\) 1400.25, V543](#). This transition is in accordance with the National Defense Authorization Act for Fiscal Year 2010, which directed the termination and transition out of the National Security Personnel System (NSPS) by January 1, 2012.
2. As a supervisory official you will provide each employee with his or her assigned medical specialty table and tier assignment. Each converted employee receives a Notice of Personnel Action (SF-50) that shows the pay adjustment, the medical specialty, table and tier to which the physician or dentist has been assigned, and the market pay and the basis for that pay. You will inform the employee, that upon transition to PDPP, he/she will not suffer any loss in total salary. Their total salary will be composed of two components: Base Pay and Market Pay. Base Pay is equal to the pay for their grade and step at the time of transition. Market Pay is a combination of Physicians Comparability Allowance (PCA), Premium Pay, and Locality Pay or Special Rate Supplement and is intended to reflect the recruitment and retention needs for the specialty or assignment of a physician or dentist. It will include any excess pay beyond step 10 of the assigned grade upon transition if applicable. An added feature of Market Pay is an opportunity for their pay to be adjusted, under certain conditions, in consideration of salaries paid for positions similar to theirs outside of DoD.
3. Inform the employee that their pay plan will change from YG/YJ to GP in the PDPP and that they will continue to remain eligible for within-grade increases, quality step increases and general pay increases as provided for under the General Schedule.
4. Under PDPP, both their Base Pay and Market Pay will be incorporated into their total annual salary, which will be used in the computation of retirement and other federal employee benefits, including lump sum annual leave payments upon separation, life insurance, etc.
5. On or about 14 Oct 2011, the Civilian Human Resources Center (CHRC) will furnish supervisors the medical specialty, table and tier for their employees to which the physician or dentist has been assigned (written notification is not required). Please note: After 23 Oct 2011 your employees may review their personal Notice of Personnel Action via the My Biz website.
6. Additional information regarding the PDPP is included with this notification in the form of a Desktop Tutorial. For questions, please email JTFCAPMED.CHRC@med.navy.mil. Thank you for all your contributions to the health and well-being of our Soldiers and Families.