



Joint Task Force National Capital Region Medical **DIRECTIVE**

NUMBER 5100.01
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J-5

SUBJECT: The Joint Pathology Center (JPC) Charter

References: See Enclosure 1

1. PURPOSE. This Directive, in accordance with the authority in References (a) through (d):

a. Establishes the mission, organization and management, responsibilities and functions, relationships, and authorities of the JPC in accordance with the Deputy Secretary of Defense Memorandum (Reference (e)).

b. Establishes policy and guidance for governance of the JPC.

2. APPLICABILITY. This Directive applies to the Joint Task Force National Capital Region Medical (JTF CapMed) and its subordinate units, the JPC and Walter Reed National Military Medical Center (WRNMMC).

3. MISSION. The JPC will provide world-class diagnostic subspecialty consultation, education, training, research, and maintenance, modernization, and utilization of the tissue repository in support of the Department of Defense and other Federal agencies.

4. ORGANIZATION AND MANAGEMENT

a. Authority to establish the JPC was delegated to the JTF CapMed by the Deputy Secretary of Defense (Reference (e)).

b. The JPC is established as a subordinate unit of the JTF CapMed and is subject to the authority, direction, and control of the Commander, JTF CapMed (CJTF). The JPC shall consist of the following:

(1) A Director appointed by the CJTF.

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(2) A Program Management Office that will serve as the administrative cell of the JPC, to include administrative and quality oversight of all secondary consultations.

(3) Such other subordinate officials, entities, and activities shall be established by the Director of the JPC, within authorized resources.

(4) A Board of Advisors established to advise the Director of the JPC on matters such as services provided, organizational structures, functions, and responsibilities. The Board of Advisors is comprised of a senior pathologist nominated by each of the military Services and other non-military governmental key stakeholder organizations. The Board shall provide an annual report to the Director as defined in the Board of Advisors Charter.

c. The clinical functions of the JPC will be closely aligned with those of WRNMMC to ensure the quality of services provided by the JPC.

(1) WRNMMC will privilege providers of the JPC and provide quality oversight through the Quality Management, Patient Safety, and Risk Management functions of WRNMMC.

(2) All research within the JPC will be conducted and executed through established Institutional Review Board (IRB) processes within the JTF CapMed. The WRNMMC Department of Clinical Investigations will provide support of research.

(3) WRNMMC will provide other clinical services, as identified, in support of the mission.

5. RESPONSIBILITIES AND FUNCTIONS. See Enclosure 2

6. RELATIONSHIPS. The Director of the JPC shall:

a. Ensure that the DoD Components are kept fully informed concerning JPC activities with which they have collateral or related functions.

b. Use established facilities and services of the Department of Defense and other Federal agencies, whenever practicable, to avoid duplication and to achieve an appropriate balance of modernization, efficiency, and economy of operations.

c. Maintain appropriate liaison, consultation, and coordination with other governmental and non-governmental agencies, as required, to exchange information and advice on programs in the fields of assigned responsibility.

7. AUTHORITIES. The Director, JPC, is specifically delegated authority to:

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a. Obtain from other DoD Components, consistent with the policies and criteria of DoD Instruction 8910.01 (Reference (f)), information, advice, and assistance necessary to carry out JPC programs and activities.

b. Communicate directly with appropriate representatives of the DoD Components, other executive departments and agencies, and members of the public, as appropriate, on matters related to JPC programs and activities. Communications to the Commanders of the Combatant Commands shall be transmitted through the CJTF.

8. ADMINISTRATION

a. The JPC shall be authorized such personnel, facilities, funds, and other resources as a subordinate unit in JTF CapMed.

b. Funding for the JPC shall be within the JTF CapMed.

9. RELEASABILITY. UNLIMITED. This Directive is approved for public release and is available on the Internet from the JTF CapMed Web Site at: www.capmed.mil.

10. EFFECTIVE DATE. This Directive is effective immediately.



J. M. MATECZUN
Vice Admiral, MC, U.S. Navy
Commander

Enclosures:

1. References
2. Responsibilities and Functions

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ENCLOSURE 1

REFERENCES

- (a) Deputy Secretary of Defense Memorandum, “Establishing Authority for Joint Task Force - National Capital Region/Medical (JTF CapMed) and JTF CapMed Transition Team (Unclassified),” September 12, 2007
- (b) Deputy Secretary of Defense Action Memorandum, “Civilian and Military Personnel Management Structures for the Joint Task Force National Capital Region – Medical,” January 15, 2009
- (c) Comprehensive Master Plan for the National Capital Region Medical, April 23, 2010
- (d) Supplement to the Comprehensive Master Plan for the National Capital Region Medical, August 31, 2010
- (e) Deputy Secretary of Defense Memorandum, “Establishment of the Federal Joint Pathology Center in the Department of Defense,” December 18, 2009¹
- (f) DoD Instruction 8910.01, “Information Collection and Reporting,” March 6, 2007
- (g) Section 722 of Public Law 110-181, “National Defense Authorization Act for Fiscal Year 2008,” January 28, 2008
- (h) Department of the Army Office of the Surgeon General Memorandum, “Command and Control (C2) Proposals for the Armed Forces Institute of Pathology (AFIP) for Relocating Base Realignment and Closure (BRAC) Capabilities,” November 9, 2009

¹ This document is available on the JTF CapMed Intranet website under “Important Issuance Policy Info” at: <https://jtfcapmedonline.amedd.army.mil/IssWorkArea/default.aspx>.

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ENCLOSURE 2

RESPONSIBILITIES AND FUNCTIONS

1. JPC. The JPC, as the reference center in pathology for the Federal Government, shall:

a. Provide secondary pathology consultative services for the Department of Defense and other Federal agencies using histopathology and state-of-the-art adjunct studies including, but not limited to, immunohistochemistry, immunofluorescence and molecular studies, and electron microscopy.

b. Provide pathology education, to include support of graduate medical education (residency and fellowship programs), and continuing medical education.

c. Serve as a center for diagnostic pathology research.

(1) Conduct pathologist-driven research, and support and collaborate in clinical research initiatives through utilization of existing capabilities and collaboration in support of established research priorities of the Military Healthcare System (MHS).

(2) Support and collaborate on research with other Federal agencies in support of established research priorities of both the MHS and of other Federal agencies.

d. Support the Armed Forces Medical Examiner System as outlined by formal agreement.

e. Serve as the DoD veterinary pathology resource expert, providing consultation, education, and research in pathology in support of the JPC mission and in support of and in alignment with U.S. Army Public Health Command priorities.

f. Maintain, modernize, and utilize the Joint Pathology Center Tissue Repository (formerly the Armed Forces Institute of Pathology Tissue Repository) in accordance with section 722 of Public Law 110-181 (Reference (g)).

g. Manage and direct the DoD Automated Cancer Tumor Registry and related activities, and utilize the registry in support of Department and Service public health priorities, cancer reporting, and research per Department of the Army Office of the Surgeon General Memorandum (Reference (h)).

h. Support other Federal agencies in a transparent manner through formal agreements with appropriate funding provided by the requesting agency, if applicable.

2. COMMANDER, WRNMMC. The Commander, WRNMMC shall provide the following support to the JPC:

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- a. Department of Pathology and Area Laboratory Services (with appropriate personnel and financial support): Histology support of the JPC, including general histopathology, immunohistochemical stains, special stains, and immunofluorescent stains.
- b. Radiology Department: Radiologic consultation to the JPC.
- c. Credentials Office: Provide and oversee all privileging of providers within the JPC consistent with JTF CapMed and WRNMMC policies and procedures.
- d. Quality Management Division: Provide quality management, performance improvement, risk management, and patient safety support and oversight for all clinical activities within the JPC consistent with JTF CapMed and WRNMMC policies and procedures.
- e. Department of Clinical Investigations: Research activities within the JPC will be through established IRB approval process consistent with JTF policies and procedures.
- f. Office of the Staff Judge Advocate (OSJA): OSJA WRNMMC will provide legal services support to the JPC consistent with established policies and procedures.
- g. Information Management (IM): WRNMMC will provide IM support to the JPC consistent with established policies and procedures.

3. BOARD OF ADVISORS. The Board of Advisors shall:

- a. Consist of senior pathologists nominated by each service and other non-military governmental key stakeholder organizations.
- b. Provide recommendations to the Director on services provided, organizational structure, functions, and responsibilities, and resources required by the JPC.