



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
2300 E STREET NW
WASHINGTON DC 20372-5300

IN REPLY REFER TO

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Ser M3M11/0052

NOV 05 2003

From: Chief, Bureau of Medicine and Surgery

Subj: BUSINESS PLANNING FOR NAVAL MEDICINE

Encl: (1) Business Planning Training Sessions

1. This is the first of several letters you will receive regarding a new business planning process in Naval Medicine. The new process requires all activities in Naval Medicine to develop, submit, and monitor a comprehensive annual business plan that is integrated with the existing financial plan. Now more than ever, we must ensure that the care we provide reflects the best value for Naval Medicine and the Military Healthcare System. To achieve this we must apply a standard methodology to reliably measure and compare our costs and productivity against alternatives in the civilian market. This represents a significant change in business process that will require dedicated command support to ensure success.

2. The Bureau of Medicine and Surgery (BUMED) has developed a business planning model that combines standard business planning methodology with an automated business planning tool. Commands will be required to use this methodology and tool to develop their FY 05 business plans. Supporting Naval Healthcare Support Office (HEALTHCARE SUPPO) staff will provide one-on-one consultative support as commands develop business plans and will provide assistance in the execution of the plan. BUMED will issue supporting policy and guidance for business planning and the HEALTHCARE SUPPOs will monitor business plan execution.

3. Training will be conducted for all activities over the next few months. The first session for Naval Medical Clinic Commands, Naval Ambulatory Care Centers (NAAC) with outpatient-only workload and selected Branch Medical Clinics (BRMEDCLINIC) listed on enclosure (1) will be conducted 2-5 December at the Armed Forces Reserve Center in Jacksonville, Florida. Participants will include:

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- a. Commanding Officer (Naval Medical Clinic Command)/Officer in Charge (NACC/BRMEDCLINIC where the care is delivered).
- b. Clinical Champion(s) (one or two from the site where the care is delivered at the discretion of the parent command).
- c. Resource Management Representative.
- d. Data Management Representative.
- e. Managed Care Representative.
- f. Manpower Representative (at the activity's discretion).

4. Commands are to use local funds to meet this cost of doing business. Your supporting HEALTHCARE SUPPO staff will provide additional information on this training in the upcoming days. Training sessions for Small (community) Hospitals, Naval Ambulatory Care Centers with inpatient capability, and Family Practice teaching hospitals listed on enclosure (1) will be conducted in January and February. Training for Medical Centers and Overseas Hospitals will occur shortly thereafter. The HSOs will provide additional details as training dates approach.

5. This effort represents a bold step forward in managing the Naval Medicine healthcare system to ensure our continued success. My point of contact is Commander Tom Petrilak, MSC, USN, who can be reached at (202) 762-3098 or email tjpetrilak@us.med.navy.mil



M. L. COWAN

Distribution:
MTF Commanders

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HLTHCARE SUPPO OICs

Business Planning Training Sessions

Session 1 - NACC/BMC

Date: 2-5 Dec 2004

Location: NAS Jacksonville, FL

Attending: NAVMEDCLINIC Quantico
NAVMEDCLINIC Annapolis
NAVMEDCLINIC Patuxent River
NACC Kings Bay
BRMEDCLINIC Key West
NACC New Orleans
NACC Mid-South (Millington)
BRMEDCLINIC Pascagoula/Gulfport
BRMEDCLINIC Meridian
NAVMEDCLINIC Pearl Harbor

Session 2 - Small Hospital/Inpatient NACC

Date: TBD (Jan/Feb 2004)

Location: TBD

Attending: NHCNE with NACCs Newport, Groton, Portsmouth
NAV HOSP Cherry Point
NAVHOSP Beaufort
NAVHOSP Charleston
NAVHOSP Corpus Christi
NAVHOSP Great Lakes
NAVHOSP Twentynine Palms
NAVHOSP Lemoore
NAVHOSP Oak Harbor

Session 3 - Family Practice Teaching Hospitals

Date: TBD (Jan/Feb 2004)

Location: TBD

Attending: NAVHOSP Camp Lejeune
NAVHOSP Jacksonville
NAVHOSP Pensacola
NAVHOSP Camp Pendleton
NAVHOSP Bremerton

Enclosure (1)