Ladies and Gentlemen

We are conducting another course at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.  please encourage your residents and staff surgeons to attend. We have space and specimens for 32 participants. please send me info contained in attached excel spreadsheet for every potential student to me encrypted (need the ssn’s). see local info for hotel information

thanks

MAJ Justin Fowler, MD

Ortho Trauma

BAMC

Director, Combat Extremity Surgery Course

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for the Army residents, fellows and staff:

Under the PPSCP program, central funding only covers your per diem and travel costs (rental cars are not authorized).  Army Sponsored Courses may not charge registration fees to Army attendees, however, they can charge refreshment fees which is non-reimbursable because travelers already receive per diem.  The Consultant/Project Officer will determine who will receive central funding.  If approved, fundcites will be faxed 3-4 weeks before the course start date assuming all applications are received timely.

REQUIREMENTS:

Submit a completed DA Form 3838 to this office at least 60 days from the course start date.  This is to ensure receipt of fundcites in a timely manner.

    1.  TO:  Enter "DASG-PSZ-MC, ATTN: LISA CAPERS."

    2.  FROM:  Enter your name and home address.

    3.  In the blank space in block #25, include

            a.  projected air fare cost obtained from your local SATO or TRAVCO office at Ft Sam (888-918-0590)

            b.  Per night room charge for your lodging.

    4.  Don't forget to sign the form in block #23 and have your supervisor, senior rater or Commander sign in block #28.  Incomplete or unsigned forms will not be processed.

Please fax or email your completed DA form 3838 to the undersign.

Lisa Capers

CME Program Manager

1-877-MED-ARMY, MENU 6

Fax - 703-681-8044 (ATTN: Ms. Capers)

Basilisa.c.ramirezcapers.civ@mail.mil < Caution-mailto:Basilisa.c.ramirezcapers.civ@mail.mil >

Go to: [www.somos.org](http://www.somos.org) for further details including DA3838, spreadsheet for registration and local information