

PAY ADMINISTRATION

- 1. REASON FOR ISSUE:** To revise Department of Veterans Affairs (VA) procedures to remove the administrative exclusion that prevents Career Development appointees in the Office of Research and Development from receiving the scarce specialty pay component of physician and dentist special pay.
- 2. SUMMARY OF CONTENTS/MAJOR CHANGES:** This handbook contains mandatory VA procedures on pay administration. The page in this issuance replaces the corresponding page number in part IX of VA Handbook 5007. Career Development appointees in the Office of Research and Development that are regularly assigned patient care responsibilities for 25 percent or more of their VA appointment are now eligible to receive the scarce specialty pay component of physician and dentist special pay. This change will be incorporated into the electronic version of VA Handbook 5007 that is maintained on the [Office of Human Resources Management website](#).
- 3. RESPONSIBLE OFFICE:** The Human Resources Management Programs and Policies Service (051), Office of the Deputy Assistant Secretary for Human Resources Management.
- 4. RELATED DIRECTIVES:** VA Directive 5007, "Pay Administration."
- 5. RESCISSIONS:** None.

CERTIFIED BY:

**BY DIRECTION OF THE SECRETARY
OF VETERANS AFFAIRS**

/s/John A. Gauss
Assistant Secretary for
Information and Technology

/s/William H. Campbell
Acting Assistant Secretary for
Human Resources and Administration

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(2) **Partial Exclusions.** A physician or dentist occupying an executive position in Central Office at the deputy service director level or above is not eligible for the scarce specialty component of special pay.

c. **Administrative Exclusions.** The Under Secretary may administratively exclude, either totally or partially, categories of physicians and dentists for which significant recruitment and retention problems do not exist. The Under Secretary will make periodic redeterminations of the categories excluded.

(1) **Total Exclusions**

(a) Distinguished Physicians.

(b) Associate Investigators.

(c) Physicians or dentists appointed under title 38 who serve in a Federal-State exchange program.

(d) Physicians or dentists in fellowship or equivalent training programs.

(e) Physicians or dentists fulfilling service obligations incurred in other Federal agencies; e.g., Public Health Service.

(f) Physicians appointed as Veterans Outreach Team Leaders unless the Secretary determines, based on the Under Secretary's recommendation, that the services of a physician are required in the position.

(2) **Partial Exclusions**

(a) Physician or dentist directors of medical centers, domiciliaries, and outpatient clinics shall not be eligible for special pay unless the Under Secretary determines that payment of special pay is in the best interest of the facility. These determinations will be made on a case-by-case basis.

(b) [Career Development appointees in the Office of Research and Development are entitled to all components of special pay for which they are eligible, including scarce specialty pay, only if they are regularly assigned patient care responsibilities for 25 percent or more of their VA appointment. The Chief of Staff will document this assignment in writing on VA Form 10-5379e, Special Pay Computation -- Physicians and Dentists. Certification shall be made when the individual enters the special pay agreement and on the annual verification of the special pay computation under paragraph 13b of this part. Payment of any component of special pay to which Career Development appointees may be entitled will be made in accordance with the provisions of this part and the individuals' clinical specialties].