



# U.S. PUBLIC HEALTH SERVICE COMMISSIONED CORPS

## 8 Steps to Become a U.S. Public Health Service Commissioned Corps Public Health Service Officer

The USPHS Commissioned Corps is currently recruiting dedicated clinicians and public health professionals. If you are interested in being part of our service, follow the 8 steps below.

### 1 Visit [USPHS.GOV](https://www.usphs.gov)

Before applying, review the [Guiding Medical Accession Standards](#). Select [Apply Now](#) to register as a New User for the Applicant Enrollment System (AES).

### 2 Initiate Your Application

Create a new AES account by registering as a new user at [Applicant Login – Applicant Enrollment System](#).

### 3 Complete Your Pre-Screen

Complete the pre-screen to determine if you meet the eligibility requirements.

### 4 Submit Required Materials

You will receive an email from [aes-notifications@hhs.gov](mailto:aes-notifications@hhs.gov) with next steps and requirements. If a waiver is needed, submit the required supporting documents within the requested timeline.

### 5 Review Process and Board Interview

The Call to Active-Duty team will review documentation and may follow up with additional requests. You will be scheduled for an appointment board interview with senior ranking Public Health Service officers.

### 6 Remaining Commissioning Requirements

Once board cleared the remaining clearances include medical, security, and the presidential nomination. Please prioritize completing all required clearance steps and finding a position. Both processes occur simultaneously during the 6 to 9 months commissioning timeline.

### 7 Seek Employment

Seek opportunities with federal agencies where Public Health Service officers serve. Failure to obtain a position within 1 year post-appointment board will lead to application closure.

### 8 Call to Active Duty

Once you secure a position, the hiring agency will submit a PHS 1662 for commissioning in the USPHS Commissioned Corps. Once final requirements are completed and verified, the USPHS Commissioned Corps will extend an offer of commission to you. Once you accept the offer, official orders are issued to call you to active duty.

For additional questions, contact [phsos-cadquestions@hhs.gov](mailto:phsos-cadquestions@hhs.gov).

For more information refer to the [FAQs](#) by visiting [usphs.gov](https://www.usphs.gov)

For additional questions for PHERST contact [phspherst@hhs.gov](mailto:phspherst@hhs.gov), Ready Reserve contact [usphsreserveaffairs@hhs.gov](mailto:usphsreserveaffairs@hhs.gov),

COSTEP contact [phscostep@hhs.gov](mailto:phscostep@hhs.gov).

Updated June 2022 For IT support with the Applicant Enrollment System (AES), please contact [1-888-225-3302](tel:1-888-225-3302).