



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

National Institutes of Health
Bethesda, Maryland 20892

TO: Active Duty PHS and NOAA Commissioned Officers in the Washington, D.C. Metropolitan Area

FROM: CAPT Michael C. Arnold

DATE: September 5, 2007

SUBJECT: Closure of Commissioned Officers Dental Clinic

The purpose of this memo is to inform officers of the US Public Health Service and National Oceanic and Atmospheric Association (NOAA) that the Commissioned Officers Dental Clinic is scheduled to be closed as of December 31, 2007. Active duty Commissioned Officers of the U.S. Public Health Service will soon be able to seek dental care from a private sector dentist of their choice or, on a space available basis, from any Military Treatment Facility (such as the National Navy Medical Center). To ensure your oral health needs continue to be addressed, we ask that you take the following actions:

1. Make arrangements to pick up your patient dental records. It is recommended that patient dental charts are picked up before November 30th. Please call the clinic at (301) 496-2485 at least one week in advance to inform us that you will be coming by to pick up your chart. When leaving a message, please spell your name and include the last 4 digits of your SS#. Pick up your chart between 2:30 and 4:00 if possible to minimize clinic disruption.
2. Should you not be able to retrieve your records, the records will be transferred to the Medical Affairs Branch in accordance with Medical Confidentiality requirements.
3. As of October 1, when seeking private sector care, all claims/predeterminations and written inquiries should be sent to the following:

United Concordia
PHS Customer Service
PO Box 69425
Harrisburg, PA 17106-9425

United Concordia's toll free number is 1-877-261-2379. Please go to the United Concordia web site at <http://www.ucci.com> and click the Clients Corner button. Then select the Public Health Service option followed by selecting My Dental Benefits. Finally, register using your social security number and other requested information. This will give you access to information about your dental benefits.

4. Should your new dental care provider need to consult with the CODC staff, please have your dental provider call us at (301) 496-2484 between the hours of 7:30 and 4:00 weekdays.

I would like to sincerely thank the National Institutes of Health (NIH) for their decades of support for this clinic. Without the administrative, financial and managerial support of NIH this clinic would have never existed. It has been a pleasure and an honor for our entire staff to have provided your dental care over the years.

Best Regards,

Michael C. Arnold, D.M.D.
CAPT, USPHS
Chief, Commissioned Officers Dental Clinic