



DEPARTMENT OF THE ARMY
HEADQUARTERS, US ARMY MEDICAL DEPARTMENT ACTIVITY
289 IRELAND AVENUE
FORT KNOX, KENTUCKY 40121-5111

MCXM-CDR

03 February 2015

MEMORANDUM FOR Request for Forces (RFF) Personnel

SUBJECT: Cadet Summer Training (CST) Welcome Letter

1. **PURPOSE:** Welcome to Task Force Medical Department Activity at Fort Knox (TF MEDDAC-Knox) in support of the 2015 CST! We are honored to welcome you to the MEDDAC family and its renowned team of medical experts. As a member of TF MEDDAC-Knox, you have an important role in providing premier medical care to over 14,500 ROTC Cadets and Cadre during the 2015 CST mission, the single largest training mission in the United States Army!
2. **SCOPE:** US Army Cadet Command's (USACC) Reserve Officer Training Corps (ROTC) conducts CST annually at Fort Knox, Kentucky. CST requires medical support for up to 6,400 Cadets at the Cadet Leader Course (CLC), up to 2,500 Cadets at the Cadet Initial Entry Training Course (CIET), and up to 975 Cadets on International Program (IP) Deployments. All training and International Program Deployments and Redeployments occur at Fort Knox, Kentucky.
3. **MISSION:** The MEDDAC-Knox, inclusive of RFF personnel, is responsible for providing Health Service Support and Force Health Protection to USACC from 02 Mar 15 – 23 Aug 15, to include Sick Call Services, Physical Exams, Preventive Medicine, Emergency Care, Credentialing for Privileged Providers, a full scope of Ancillary and Specialty Referral Services, Soldier Readiness Processing, and Reverse Soldier Readiness Processing.
4. **TRAVEL, TRANSPORTATION, MEALS, & LODGING:**
 - a. **AIR TRAVEL:** Commercial travel is authorized to and from the Louisville International Airport (SDF). See Enclosure 1, TDY Funding Guidance, for more information.
 - b. **GROUND TRAVEL:** Transportation between the Louisville International Airport and Fort Knox is provided at no cost to traveler. Rental cars and in/around mileage are not authorized. Please note that authorization for travel by POV is at the discretion of the supporting command, however reimbursement will be limited to the Government Ticketed Rate (GTR) and in/around mileage is not authorized. See Enclosure 1, TDY Funding Guidance, for more information.

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c. **QUARTERS AND RATIONS:** Government lodging is directed and provided at no cost to you during your stay at Fort Knox. You will be staying in barracks. Government meals are available for breakfast, lunch and dinner in the dining facilities. See Enclosure 1, TDY Funding Guidance, for more information.

d. **UNIFORM AND EQUIPMENT:** A recommended packing list, Enclosure 2- CST Packing List, is provided for your consideration. Uniform is Army Combat Uniform (ACU). Most of you will be working in a garrison environment; however, Soldiers tasked to serve as Regimental Medics will need to report to Fort Knox with their TA 50 detailed in Enclosure 3, CST Packing List.

5. **EVALUATIONS:** Anyone tasked to support the CST mission for more than 90 days will receive an evaluation upon completion of the mission. Please ensure that your home station completes your performance evaluation prior to your arrival at Fort Knox.

6. **POC:** For any additional information you may need to better assist in your preparation please contact the CST NCOIC, MSG James M. Taylor at james.m.taylor170.mil@mail.mil or 502-624-9452 or 502-314-1390. We look forward to you joining our team!

3 Encls



MATTHEW S. RETTKE
COL, MC
Commanding