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**
   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 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**
   The remaining requirements include medical, security, and nomination clearances. Please ensure you make completing all clearance steps a priority.

7. **Seek Employment**
   Seek opportunities with federal agencies once board recommended. For opportunities you can visit [usajobs.gov](#), obtain a list from [USPHS Liaisons](#), or review [DoD vacancies](#). This must be completed within one year of your boarding.

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](#). 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). For IT support with the Applicant Enrollment System (AES), please contact 1-888-225-3302.