



**DEPARTMENT OF THE ARMY
DUNHAM U.S. ARMY HEALTH CLINIC
450 GIBNER ROAD, SUITE #1
CARLISLE BARRACKS, PENNSYLVANIA 17013-5086**

MCXR-CBK-Z

01 September 2016

MEMORANDUM FOR All Dunham U.S. Army Health Clinic (DUSAHC) Personnel

SUBJECT: Fiscal Year (FY) 17 DUSAHC Holiday and Training Holiday Schedule

1. This memorandum provides FY17 Federal and Training Holiday guidance. I have reviewed the guidance from the U.S. Army War College (USAWC), the Carlisle Barracks Garrison, the Fort George G. Meade Medical Department Activity Command (MEDDAC), and the Regional Health Command-Atlantic (Provisional).

2. DUSAHC will be closed on the following Federal holidays:

- a. Monday, 05 September 16 – Labor Day
- b. Monday, 10 October 16 – Columbus Day
- c. Friday, 11 November 16 – Veterans Day
- d. Thursday, 24 November 16 – Thanksgiving Day
- e. Monday, 26 December 16 – Christmas Day (Federal Holiday Observed)
- f. Monday, 02 January 17 – New Year's Day (Federal Holiday Observed)
- g. Monday, 16 January 17 – Dr. Martin Luther King, Jr. Birthday
- h. Monday, 20 February 17 – Presidents Day
- i. Monday, 29 May 17 – Memorial Day
- j. Tuesday, 04 July 17 – Independence Day
- k. Monday, 04 September 17 – Labor Day

3. DUSAHC will also be closed on the following days for training holidays:

- a. 25 November 16 – The Friday after Thanksgiving
- b. 23 December 16 – The Friday before Christmas
- c. 30 December 16 – The Friday before New Years Day
- d. 03 July 17 – The Monday before the Independence Day Holiday

4. DUSAHC will schedule a one hour reduction in clinical templates on the following dates:

- a. 02 September 16 – The Friday before Labor Day
- b. 07 October 16 – The Friday before Columbus Day
- c. 23 November 16 – The Wednesday before Thanksgiving
- d. 22 December 16 – The Thursday before Christmas
- e. 13 January 17 – The Friday before Martin Luther King, Jr. Birthday
- f. 17 February 17 – The Friday before President's Day
- g. 26 May 17 – The Friday before Memorial Day

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- h. 30 June 17 – The Friday before Independence Day
 - i. 01 September 17 – The Friday before Labor Day
5. DUSAHC will be open all day on the following Thursdays to accommodate patient care. On these Thursday afternoons no training will take place
- a. 10 November 16 – The Thursday before Veteran's Day
 - b. 22 December 16 – The Thursday before Christmas
 - c. 29 December 16 – The Thursday before New Year's Day
 - d. 08 June 17 – The Thursday before USAWC Resident Graduation
 - e. 27 July 17 – The Thursday before USAWC DDE Graduation
6. DUSAHC will be closed during the following times to support the USAWC and Carlisle Barracks Garrison
- a. Friday, 09 June 17 from 0730 – 1300 to support the USAWC Resident Graduation.
 - b. Friday, 28 July 17 from 0730 – 1300 to support the USWAC DDE Graduation
7. Supervisors must ensure appropriate staffing levels within their section to maintain services during the timeframes surrounding these Federal holidays/training holidays.
8. Further guidance will be forthcoming authorizing customary holiday scheduling during the Christmas/New Year period.
9. Outlying clinics should coordinate their closures with the appropriate installation leadership and the Dunham Command group.
10. Announcement of the Federal and training holidays as well as the one hour reductions will be published in accordance with DUSAHC Policy and Standard Operating Procedure. Publication will occur at least 6 weeks in advance. It will also be on the clinic appointment lines and pharmacy refill lines at least 2 weeks in advance.
11. The POC for this memorandum is MAJ Albert Kinkead, DCA, 245-4018.


MICHAEL F. BELENKY
LTC, MS
Commanding

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CF:

Cdr, US Army MEDDAC, FGGM

Dep Comdt, US Army War College

Cdr, US Army Garrison

Cdr, Dental Clinic

Cdr, Vet Svcs

Fillmore Army Health Clinic

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LEAD

CBKS, Physical Security Office