



# Medical Clearances and Waivers at the Time of Appointment and at Tenuring in the USAID Foreign Service

A Mandatory Reference for ADS Chapter 414

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## **MEDICAL CLEARANCES AND WAIVERS AT THE TIME OF APPOINTMENT AND AT TENURING IN THE USAID FOREIGN SERVICE**

### **1. Purpose**

When requested and authorized by a candidate or employee who has been denied an unlimited medical clearance (Class 1) for assignment worldwide or tenure as a career Foreign Service Officer, the Deputy Assistant Administrator for Human Resources (DAA/HR) reviews his or her case and determines whether or not the candidate/employee should be appointed/tenured despite the medical restriction or disqualification.

### **2. Applicability**

This mandatory reference sets forth medical clearance requirements and describes situations under which certain kinds of waivers may be considered at the time of initial appointment and prior to granting career status to career candidates.

This mandatory reference applies to appointments of career candidates and non-career employees in the USAID Foreign Service and the tenuring of career candidates as career Foreign Service Officers in the USAID Foreign Service. This reference does not apply to United States citizens hired abroad (American family and other non-family members) or Foreign Service Nationals.

### **3. Medical Standards for Appointment**

General and specific medical standards are developed, amended, and administered by the Director, Office of Medical Services, Department of State (M/MED), in accordance with [Section 904 of the Foreign Service Act of 1980, as amended](#).

### **4. Waiver of Pre-Employment and In-Service Standards**

The DAA/HR has authority to grant medical clearance waivers to allow employment of applicants or tenure of employees in the USAID Foreign Service who do not meet established medical clearance standards, in accordance with [16 FAM 215 and 216](#). The waiver must be requested and authorized by the applicant or employee. The employee must submit a completed [Authorization for Release of Medical Information](#) with each request for waiver.

## **5. USAID Medical Review Committee (MRC)**

In USAID, a Medical Review Committee (MRC) is established to review requests for medical waivers and based on the merits of each case the MRC makes recommendations to the DAA/HR for a decision. The MRC is composed of four direct-hire employees from USAID who are appointed by the DAA/HR.

M/MED provides a medical officer to serve as a consultant and technical advisor to the MRC.

## **6. Timing of MRC Actions**

The MRC usually reviews cases for possible waivers of unlimited medical clearance when an individual is an applicant for initial appointment in the USAID Foreign Service and when a career candidate, with a medical clearance less than Class 1 is under consideration for tenure as a career employee.

Waiver decisions by the DAA/HR, or designee, are final and are not subject to further appeal by the applicant or employee.

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