



2014 OSAP INFECTION PREVENTION & CONTROL COURSE

The OSAP Infection Prevention & Control* course is scheduled for 6-8 January 2014 in Tampa, FL. ***For Federal Services only there will be an additional session on Thursday, 9 January 2014.** The course will cover a broad range of topics and have guest speakers from the Centers for Disease Control and Prevention, dental schools, and the Federal Services this year. As in previous years, OSAP will handle registration issues. There are no centrally funded quotas to USAF personnel. This conference is exempt from the new TDY approval process. There is no requirement to go through the CARD/notify consultant or justify mission critically. This course has been approved as a training exemption by the SAF/AA. It is considered mission critical for members to attend. Please note all members must be locally funded to participate in this training event.

For additional information, USAF personnel may contact DECS at DSN 389-8239, commercial (210) 539-8239, or by sending us an [e-mail](#).

[Click here](#) for the 2014 OSAP course FEDERAL brochure.

For answers to Frequently Asked Questions about the course see below.



Frequently Asked Questions



[Does DECS handle registrations for the course? Who makes my travel arrangements?](#)

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Does DECS handle registrations for the course? Who makes my travel arrangements?

All applicants must make their own arrangements for the course (e.g., registration, lodging, transportation). Please ensure commercial air reservations are made through the local contract government travel office (CTO) or local transportation office (TMO). For hotel reservation information, please see below.

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How do I register for the course?

Register on the Organization for Safety, Asepsis and Prevention (OSAP) web site: <http://www.osap.org/?page=CoreICMain>. If you need assistance, please call the OSAP office at (800) 298-6727. If you are located outside of the U.S., please call (410) 571-0003. Note: You do not have to be an OSAP member or join OSAP to receive the \$300 course registration fee.

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What is the course registration deadline?

The course registration deadline is **Friday, 20 December 2013**.

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What is the hotel registration deadline?

The hotel registration deadline is **Friday, 20 December 2013**. For hotel reservations call the Wyndham Tampa Westshore Hotel at (813) 289-8200 and ask for the "OSAP CORE Infection Prevention & Safety Course meeting rate for Federal Services (\$116.00). Do not accept a rate greater than per diem (\$116.00) unless you are willing to pay the additional cost. **Space at the hotel is limited, so register early to avoid having to stay at another hotel. Government room rates cannot be guaranteed at other hotels.** Remember, your credit card will not be charged until arrival.

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Can dental assistants and hygienists attend the course, or is it only for dentists?

Dental assistants and hygienists are strongly encouraged to attend the course because much of the information presented focuses on day-to-day infection control policies and procedures. To obtain maximum benefit from this course, it is suggested that all attendees have:

1. A professional degree (DDS, DMD, RDH, MD, RN), or
2. A minimum of an associate's degree (preferably in healthcare or the life/health sciences), or
3. Completed basic military dental assisting training with at least 2 years clinical experience, **or**
4. Completed a civilian training program leading to either registration (RDA) or certification (CDA) and have at least 2 years clinical experience.

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Who issues my TDY orders?

Orders are published at your local base. DECS or AFPC does not issue TDY orders. Your base publishes your orders using your local unit fund site. Please ensure your orders have the correct location—Tampa, FL, and include the \$300 registration fee. **Incorrect and/or missing information may cause a delay in receiving TDY payments.**

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How many copies of my orders should I bring to Tampa?

On the first day of the course, you'll be asked to turn in one (1) copy of your orders and one (1) copy of your flight itinerary. If you do not do so, you will not be reimbursed for the TDY.

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What is the uniform of the day?

The uniform of the day is Service Dress for Monday and the jacket is optional for Tuesday–Thursday. However, it is difficult to control the temperature in a large conference room, so a sweater is recommended if you don't want to wear your uniform jacket. Civilian clothing is authorized for Thursday if you are traveling.

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What time does the course end? *(course ends on the 9th only for Federal Services)

The course is not scheduled to end until 12 p.m. on Thursday, 9 January 2014 for Federal Service members and 5:30 p.m. on Wednesday, 8 January 2014 for all others. Travel arrangements should be made accordingly (i.e., Federal Service members should not plan on leaving the hotel before 12 p.m. on Thurs).

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Where do I file my travel voucher?

All travel vouchers are filed with your local travel pay office/DTS after returning from your TDY. Do not send your voucher to DECS.

*The OSAP course is 6-8 January with an additional session for the Federal Services on January 9, 2014.

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