



DEPARTMENT OF VETERANS AFFAIRS
John D. Dingell Medical Center
4646 John R
Detroit, MI 48201-1932

**APPOINTMENT LETTER FOR TRAINEES PAID
THROUGH A DISBURSEMENT AGREEMENT**

Date:

Dear Trainee:

Welcome to the Department of Veterans Affairs (VA) and the John D. Dingell VAMC. You will be given a without compensation appointment at our facility as a Resident/Fellow Physician from _____ (Program Start Date) to _____ (Program End date) under the authority of Title 38 United States Code (U.S.C.) 7406. During your period of appointment to our facility, you will be paid by VA using a disbursement agreement with _____ (Sponsoring Institution) and will be authorized to perform services as directed by _____ (Specialty service).

Acceptance of this letter, as signified by your signature below, and completion of the Standard Form (SF) 61 prior to the start of your training, serves as your appointment authorization for this training period. If you have prior federal service, you are requested to report to our Human Resources Management Office by _____ (date) for additional appointment information and processing. Please bring this letter with you, as well as any documents you may have relating to your prior federal service.

Sincerely yours,

Eric J. Osterbeck Senior Strategic Business Partner Detroit VAMC VISN 10

Enclosure: SF 61

(Signature)

(Date)

(Printed or Typed Name)

(Home Address)

(School Address)