**Incentive pay and Board Certification Pay for Medical Officers**

**Complete the 3 documents**

 **Certificate of Non Eligibility Non Flight Surgeon**

 **IPBCP Final Application**

 **IP Agreement Non Flight Surgeon**

**Complete documents and have signed by commander**

**Submit completed/signed documents along with copy of orders into MyPers**

 **MyPers**

**Select New Request in purple box**

 **EMAIL US- complete required boxes**

 **Component- National Guard**

 **Officer**

 **Category- Compensation**

 **Subject- IPBCP Application**

 **Question- Submission of compensation for Icentive pay and Board certification pay**

 **Attach all 3 documents and copy of orders**

 **Continue/Submit**

**Once AFPC has received documents you will receive an email when processed and documents sent to finance for pay. It can take several months for the paperwork to be processed and see payment on the LES.**