

Instructions for completing DHA Form 780

- **Section 1** – enter the Physician/Reviewer’s full name
- **Section 2** – enter the Physician/Reviewer’s year of birth.
- **Section 3** – enter the Physician/Reviewer’s complete address.
- **Section 4a.** – enter the state in which the Physician/Reviewer is licensed.
- **Section 4b.** – enter the year the Physician/Reviewer obtained his/her degree.
- **Section 4c.** – enter name of school where Physician/Reviewer obtained his/her degree.
- **Section 4d.** – enter the year Physician/Reviewer obtained his/her medical license.
- **Section 4e.** – List all American Specialty Board affiliations for this Physician/Reviewer.
- **Section 4f.** – List all area(s) of specialty for the Physician/Reviewer.
- **Section 4g.** – List Physician/Reviewer’s type of practice (i.e. Family Practice).
- **Section 4h.** – List all National Scientific Medical Society affiliations for the Physician/Reviewer.
- **Section 5a .** – List the state in which Physician/Reviewer has professional appointment(s).
- **Section 5b.** – List the name of the school(s) at which Physician/Reviewer has a professional appointment.
- **Section 5c.** – List Physician/Reviewer’s title and current status at the school listed in section 5b.
- **Section 5d.** – List any other additional professional appointments and pertinent information about the Physician/Reviewer that supports his/her qualifications as an expert in their respective field.
- **Section 6a.** – Cite the name of the directory in which the Physician/Reviewer is listed.
- **Section 6b.** – Provide the publication year.
- **Section 6c.** – Provide the edition of the publication in which the Physician/Reviewer is listed.
- **Section 6d.** – Cite the page number of the Physician/Reviewer’s listing.
- **Section 6e.** – List any other sources of Professional Listings for this Physician/Reviewer. Include the year, edition/volume and page number.