



**DEPARTMENT OF THE NAVY**

BUREAU OF MEDICINE AND SURGERY  
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Canc frp: Aug 2009

IN REPLY REFER TO  
BUMEDNOTE 6150

BUMED-M3/5

15 Aug 2008

BUMED NOTICE 6150

From: Chief, Bureau of Medicine and Surgery

To: Ships and Stations Having Medical Department Personnel

Subj: INTRODUCTION OF NAVMED OVERPRINT (O/P) 6150/43 (3-2004),  
DEPLOYMENT HEALTH RECORD, TO ANNOUNCE THE REVISION OF THE  
NAVMED 6230/4, ADULT IMMUNIZATION RECORD, AND TO MAKE AN  
INTERIM CHANGE TO THE MANUAL OF THE MEDICAL DEPARTMENT

Ref: (a) MANMED Chapter 16, Articles 16-28, 16-23, and 16-63

(b) BUMEDNOTE 6150 of 19 Jul 2007

(c) MCM-006-02 of 1 Feb 02

(d) NAVADMIN 221706Z Mar 04

(e) NEHC Technical Manual 6490.00 of 1 Sep 2000

(f) DoDINST 6490.03 of 11 Aug 2006

(g) BUMEDNOTE 6230 of 21 Dec 2004

(h) BUMEDINST 6224.8

(i) NAVMEDCOMINST 5360.1

(j) SECNAVINST 5211.5E

(k) DoD 6025.18-R of 24 Jan 2003

(l) BUMEDNOTE 6310 of 15 Dec 2006

1. Purpose. To provide the stock number and guidance for implementation of the NAVMED O/P 6150/43 (3-2004), which is the Deployment Health Record (DHR) version of the DD Form 2766, "Adult Preventive and Chronic Care Flowsheet." To announce the revision of the NAVMED 6230/4 (Rev. 10-2007), Adult Immunization Record. To make an interim change to reference (a), the Manual of the Medical Department (MANMED), Chapter 16, Article 28, paragraph (5), Article 23, paragraph (4), subparagraph (d), left side, part 1, and Article 63. The above designated parts of reference (a) are hereby superseded. Reference (b) provides guidance for documentation on the DD Form 2766.

2. Cancellation. Naval message BUMED WASHINGTON DC 301900Z Jan 04 is hereby superseded. The NAVMED 6230/4 (Rev. 01-2004) is superseded.

3. Background. References (c) through (f) direct that the Health Record accompanying the deploying service member will contain the DD Form 2766. Per reference (c), the DD Form 2766 is the DoD standard medical record form for recording essential readiness indicators. The DD Form 2766 is the common location for the minimum necessary medical documentation by all the services and will deploy with the individual service member. The DHR (NAVMED O/P 6150/43 (3-2004)) is the "folder" version of the DD Form 2766 in card stock serving as a deployment health record cover jacket.

a. Until an electronic medical record system is fully implemented, a paper version of the health record will be used to provide the complete medical history required on each service member.

b. Since it is not always optimal to take the primary health record on deployment, the deploying forces such as expeditionary squadrons, Reserve Component (RC) personnel ordered to active duty for greater than 30 days, unit mobilization, and/or individual augmentees, to include Marines, may opt to deploy with the DHR in lieu of the primary health and dental records. The information contained in this Note is intended to provide guidance for creating and maintaining the DHR.

c. All Active/Reserve Component Navy personnel reporting to a Navy Mobilization Processing Site (NMPS), shall bring their primary health and dental record (an assembled DHR is optional, but not mandatory). As part of the mobilization process, deploying Marine Corps personnel shall bring their primary health and dental record. If a DHR is assembled, the primary health and dental record may be retained by the NMPS site (until the service member returns from deployment) or they may be returned to the parent command medical unit.

4. Action. Effective within 45 days of the date of this notice, the NAVMED O/P 6150/43 (3-2004), DHR, may be used for all Active and Reserve Component Navy and Marine Corps personnel as prescribed above. Ensure the service member's name is printed **above** the "NAME: "LAST," "FIRST," "MI"" line because documents inserted into the record and affixed to the prongs on page 3 will obscure anything written below this area. It is not required to fill in service member's information directly onto the DHR (NAVMED O/P 6150/43 (3-2004)) if using an electronically-generated DD Form 2766. This would cause unnecessary duplicative entry of information. If the deploying unit does not have access to an electronically-generated DD Form 2766, then the DHR (NAVMED O/P 6150/43 (3-2004)) must be filled in completely. A copy of the DHR must be placed in the primary health record.

a. Deployment health records must include hard copies of the following original documents as applicable. Documents shall be filed in the DHR on the right side, page 2 of 4 in reverse chronological order:

(1) NAVMED 6230/4 (Rev. 10-2007), Adult Immunization Record (not necessary if using either the Medical Readiness Reporting System (MRRS)-generated DD Form 2766 or the Armed Forces Health Longitudinal Technology Application (AHLTA)-generated DD Form 2766). Compare against the CDC-731, International Certificate of Vaccinations (formerly the PHS-731), to ensure all immunizations are properly recorded.

(2) OPNAV 5510/414, Personnel Reliability Program (PRP) Screening and Evaluation Record.

(3) OPNAV 5510/415, Record Identifier for Personnel Reliability Program.

(4) NAVMED 6150/2, Special Duty Abstract (for those service members on Special Duty).

(5) SF 507 (Rev. 7-91), Medical Record (Report on \_\_\_\_ or Continuation of SF \_\_\_\_).

(6) Additionally, RC personnel will include copies of documentation for previous Temporary Not Physically Qualified (TNPQ), Temporary Not Dentally Qualified (TNDQ) statuses, and/or outcomes of Medical Retention Review (MRR). This documentation, accompanied by a current DD Form 2807-1, Report of Medical History, and an SF 600 documenting the member's current diagnosis(es) and medication(s), will be screened for deployment recommendation by the Navy Operational Support Center's (NOSC) Medical Department Representative (MDR). Authority to advance RC personnel to a Navy Mobilization Processing Site (NMPS) for mobilization will be directed by the NOSC Commanding Officer.

(7) The electronically-generated version of the DD Form 2766 printed from MRRS, AHLTA, or SNAP Automated Medical System (SAMS) Printout (2766.TXT) shall be included in the DHR on the left side, page 3 of 4. Ensure that the form is complete by filling in areas that are not automatically populated by the printout version.

(8) For Commands using SAMS, SAMS files shall be uploaded to Navy Medicine Online (NMO). Navy Medicine Online IMR Lite provides the capability to request and download transfer files for newly reporting personnel. To request a transfer file, log onto <https://nmo.med.navy.mil/imr> and go to STATUS>>Transfer File. You will be notified via e-mail when the Transfer File is ready for download. The Transfer File will be available for seven calendar days from the date of the e-mail notification. The directions for using the SAMS Transfer-in-function are on the IMR Lite Web site at: <https://nmo.med.navy.mil/files/media/documents/Transfer File Instructions.pdf>.

(9) DD Form 2795, Pre-deployment Health Assessment.

(10) Dental Record. Service members will deploy with a full or summary dental record on a case-by-case basis, or at the discretion of the operational commander. When service members deploy with a "summary dental record" (SDR), the SDR should include, from the patient's primary dental record, the most current bitewing radiographs (BWX) and copies of the patient's most recent periodic (annual) dental exam form, most recent health questionnaire, and the notes concerning all dental treatment completed since the last periodic (annual) exam. A panogram may also be needed, per Combatant Command (COCOM) requirements. In addition, a blank Dental Exam (EZ603.2 (trial)) form, or its authorized replacement, must be included in the SDR for possible future treatment entries.

b. Prior to deployment, when an SDR is created, (recommend a standard dental record folder, labeled "Summary Dental Record") a dated entry must be made in the primary dental record indicating that a summary dental record was created and that it contains the most recent BWX from the primary dental record.

c. Upon return, the SDRs must be processed by personnel trained to properly combine transfer data, and update both the physical primary dental record and the Dental Common Access System (DENCAS) database. The BWX, plus any new radiographs taken while deployed, must be returned to the primary dental record. Dental points of contact should consult with their Operational Commander's prior to deployment to determine appropriate dental record management.

d. The unit preparing the DHR will ensure transmission of the current series of immunizations to the Defense Enrollment Eligibility Reporting System (DEERS), per reference (g).

e. Tuberculosis screening. There must be evidence of a negative Tuberculosis (TB) skin test (TST) within the previous 12 months, or if the results of the TB skin test were positive, have evidence of one of the following: (1) completed or current treatment for latent TB infection, (2) completed or current treatment for active TB infection, or (3) an annual Surveillance/Screening Exam from a health care provider. The TB screening must be documented on the NAVMED 6230/4, in the "Sensitivity Tests" section, or an electronically-generated MRRS DD Form 2766, per reference (h). Redeploying personnel who are required to have a post deployment health assessment (PDHA) do not need a TST administered until 90 days after the assessment or, if low risk, at the next scheduled time (1 year afloat/3 year ashore).

f. Once deployed, the following forms shall be added (as applicable) to the DHR and filed in reverse chronological order:

(1) SF 600, Chronological Record of Medical Care.

(2) SF 558, Emergency Care and Treatment.

(3) SF 502, Narrative Summary (Clinical Record) or DD Form 2770, Abbreviated Medical Record.

(4) Operative reports from any surgery.

(5) Discharge summaries from any hospitalization.

(6) Documentation of non-military medical care.

(7) The Joint Theater Trauma Records forms, ASD(HA) Trauma Registry Form/Navy-Marine Corps Combat Trauma Registry (CTR) (Rev. 9b, 14 Jul 2006), Navy-Marine Corps CTR - Theater Medical Registry Form; ASD(HA) Sep 2005 Test Form, Physician Trauma Admitting Record (Theater Hospital Care); and the ASD(HA) Sep 2005 Test Form, Joint Theater Trauma Nursing Record may be filed along with other treatment forms (such as the SF 600) when applicable.

g. Health record verification shall occur during post-deployment processing. The intent of this policy is to ensure all medical and dental care rendered during the deployment is documented on the prescribed form and upon completion of deployment, integrated into the primary health and dental records. Ensure the DD Form 2766 and electronic data system(s) are current (MRRS, AHLTA, SAMS, DENCAS). At the time the records are merged, the copies of the DHR left in the primary health record will be removed and shredded. The clinic or medical department maintaining the health record has the responsibility of ensuring the merge is complete.

h. DHRs of deceased members will be forwarded with the remains to Dover Air Force Base (AFB) for inclusion with the primary health record. Per reference (i), the primary health record will be forwarded to Dover AFB by the unit maintaining it.

5. The DHR contains private, protected health information and must be safeguarded as required by the Privacy Act and Health Insurance Portability and Accountability Act (HIPAA), per references (j) and (k).

6. Points of Contact. Forward any questions or suggestions regarding DHRs to Susan Pierce, BUMED Medical Records Administrator at: [susan.pierce@med.navy.mil](mailto:susan.pierce@med.navy.mil), (202) 762-3162 or DSN 762-3162. For policy questions contact CAPT Shirley Bowens at: [shirley.bowens@med.navy.mil](mailto:shirley.bowens@med.navy.mil), (202) 762-3585, or DSN 762-3585.

## 7. Forms

a. The following forms are available for order on Navy Forms Online at: <https://navalforms.daps.dla.mil/web/public/home>, choose the "Forms" tab from the listing across the top of the page, then choose the "Commands" button on the left and choose "BUMED" from the "Commands" drop down listing; then scroll to the form number and click on the "brown box" under "Type" to order using the stock number (S/N) for each form as listed below:

(1) NAVMED O/P 6150/43 (3-2004), Deployment Health Record using S/N 0102-LF-128-8100.

(2) DD Form 2766 (Rev. 01-2000), Adult Preventive and Chronic Care Flowsheet using S/N 0102-LF-984-8400. Additional guidance on completing the DD Form 2766 is available at <http://www-nehc.med.navy.mil/hp/cps/pha.htm>.

(3) DD Form 2766C (Rev. 01-2000), Adult Preventive and Chronic Care Flowsheet Continuation Page using S/N 0102-LF-984-9600.

(4) OPNAV 5510/415 (03-1994), Record Identifier for Personnel Reliability Program using S/N 0107-LF-017-6800.

b. CDC-731, International Certificate of Vaccination (formerly the PHS-731) is available for order from the Government Printing Office (GPO) Bookstore. The bookstore URL is: <http://bookstore.gpo.gov/index.jsp>. The CDC-731 can be ordered in packages of 25 using NSN 017-001-00567-3, or packages of 100 using NSN 017-001-00566-5, or by calling Toll Free (866) 512-1800.

c. OPNAV 5510/414 (Mar 1994), Personnel Reliability Program Screening is available for download from the Navy Forms Online Web site at: <https://navalforms.daps.dla.mil/web/public/home>, choose the "Forms" tab from the listing across the top of the page, then choose the "Commands" button on the left, and choose "OPNAV" from the "Commands" drop down listing; then scroll to the form number and click on the "sheet of lined paper with a green arrow" under "Type," then click on the "Adobe symbol" to view/print the form.

d. DD Form 2770 (APR 1998), Abbreviated Medical Record is available for download at: <http://www.dtic.mil/whs/directives/infomgt/forms/forminfo/forminfo2310.html>

e. The following forms are available for download from the Navy Medicine Web site at: <http://navymedicine.med.navy.mil/default.cfm?selmod=706435D4-8C78-A781-8663C37197B239CD&seltab=directives&type=ALLBMDF>; local reproduction is authorized:

(1) NAVMED 6230/4 (Rev. 10-2007), Adult Immunizations Record.

(2) EZ603.2 (trial), Dental Exam.

(3) SF 502 (Rev. 7-91), Narrative Summary (Clinical Resume).

f. The following forms are available on the GSA Web site, local reproduction is authorized:

(1) SF 600, (Rev. 6-97), Medical Record - Chronological Record of Medical Care, at: [http://contacts.gsa.gov/webforms.nsf/0/4951AF308C046D9785256A3F0005BE96/\\$file/sf600.pdf](http://contacts.gsa.gov/webforms.nsf/0/4951AF308C046D9785256A3F0005BE96/$file/sf600.pdf).

(2) SF 558, (Rev. 9-96), Medical Record - Emergency Care and Treatment, at: [http://contacts.gsa.gov/webforms.nsf/0/996A6BE702B8180785256A3F00056A09/\\$file/sf558.pdf](http://contacts.gsa.gov/webforms.nsf/0/996A6BE702B8180785256A3F00056A09/$file/sf558.pdf).

(3) SF 507 (Rev. 7-91), Medical Record (Report on \_\_\_\_ or Continuation of SF \_\_\_\_), at: [http://contacts.gsa.gov/webforms.nsf/0/6E5C730CC156A9A385256D0C0061788A/\\$file/sf507.pdf](http://contacts.gsa.gov/webforms.nsf/0/6E5C730CC156A9A385256D0C0061788A/$file/sf507.pdf). A printout from Naval Aerospace Medical Institute's (NAMI's) Waiver Status Web site is an approved alternative: <http://navmedmpte.med.navy.mil/nomi/nami/waiverguidetopics.cfm>.

g. The ASD(HA) Trauma Registry Form/Navy-Marine Corps Combat Trauma Registry (CTR) (Rev. 9b, 14 Jul 2006), Navy-Marine Corps CTR - Theater Medical Registry Form; the ASD(HA) Sep 2005 Test Form, Physician Trauma Admitting Record (Theater Hospital Care)

form; and the ASD(HA) Sep 2005 Test Form, Joint Theater Trauma Nursing Record are available in carbon based paper format from the applicable medical logistics resource in the Area of Operations (AOR) or they may be obtained from the Naval Health Research Center - Dept 161, P.O. Box 85122, San Diego, CA 92186-5122 or via e-mail at: [ctr@nhrc.navy.mil](mailto:ctr@nhrc.navy.mil). They are also available in the computer based version at medical treatment facilities (MTFs) with the CTR computer capability. Reference (1) provides further information and guidelines on this group of forms.

8. Cancellation Contingency. Retain until incorporated into reference (a).

  
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<http://navymedicine.med.navy.mil/default.cfm?seltab=directives>