



DEPARTMENT OF THE NAVY  
BUREAU OF MEDICINE AND SURGERY  
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FALLS CHURCH, VA 22042

IN REPLY REFER TO  
BUMEDINST 6100.9  
BUMED-M9  
21 Jul 2014

BUMED INSTRUCTION 6100.9

From: Chief, Bureau of Medicine and Surgery

Subj: MENTAL HEALTH ASSESSMENT FOR MEMBERS OF THE ARMED FORCES  
DEPLOYED IN SUPPORT OF CONTINGENCY OPERATIONS

Ref: (a) DoD Instruction 6490.12 of 26 Feb 2013  
(b) DoD Instruction 6490.03 of 11 Aug 2006  
(c) OPNAVINST 6100.3  
(d) SECNAVINST 6120.3

Encl: (1) Acronym Listing

1. Purpose. To establish policy and procedures to ensure timely and accurate completion of person-to-person deployment mental health assessments (DMHA) for Active Component (AC) and Reserve Component (RC) Service members deployed in support of contingency operations, in compliance with reference (a). Enclosure (1) is provided for information and clarification.

2. Applicability. All AC and RC Service members who meet the criteria per reference (b) for completing deployment health assessments (DHA). Typically, this includes: deployments ashore for greater than 30 consecutive days to locations outside of the continental United States without a fixed United States medical treatment facility (MTF); or the combatant commander or commander exercising operational control determines a health risk exists. For shipboard personnel assigned or embarked on board afloat platforms deployments are exempt unless aforementioned conditions apply.

3. Background

a. Reference (a) established the policy to conduct a series of mental health assessments (MHAs) on members of the Armed Forces deployed in support of contingency operations. DMHAs are intended to identify mental health conditions including post-traumatic stress disorder, suicidal tendencies, and other behavioral health conditions that may require referral for additional care and treatment in order to ensure individual and unit readiness.

b. Department of Defense (DoD) force health protection strategy already requires Service members to participate in several deployment and non-deployment related health screenings to include: Pre-Deployment Health Assessment (Pre-DHA), Post-Deployment Health Reassessment (PDHRA), and Periodic Health Assessment (PHA). References (b) through (d) established policy and procedures to ensure these requirements are met.

4. Policy

a. The DMHAs will be conducted during four time frames and will be administered at least 90 days apart:

- (1) Within 120 days before estimated date of deployment;
- (2) Between 90 and 180 days after return from deployment;
- (3) Between 181 days and 18 months (545 days) after return from deployment; and
- (4) Between 18 months (546 days) and 30 months (910 days) after return from deployment.

b. To streamline the implementation and tracking process, the delivery of DMHAs is aligned with the existing health assessment screening criteria and cycle.

(1) DD Form 2795, Pre-Deployment Health Assessment and DD Form 2900, Post Deployment Health Reassessment, were revised to incorporate the DMHA to ensure these assessments will meet the requirement for the first two DMHAs in the series.

(2) The third and fourth DMHAs in the sequence will be accomplished in conjunction with the ensuing two PHAs, respectively, by completing DD Form 2978, Deployment Mental Health Assessment (formerly NAVMED 6100/8), online.

c. The DMHA, DD Form 2978, consists of a self-report assessment to be completed by the Service member followed by a person-to-person interview during which the provider reviews and clarifies responses, identifies areas of concern, provides referrals for further evaluation and treatment, and completes the provider portion of the form.

d. DMHAs will be conducted person-to-person in the appropriate time frame by a medical provider (i.e., physician, physician assistant, nurse practitioner, or independent duty corpsman), or by a mental health provider (i.e., psychiatrist, psychologist, licensed clinical social worker, or psychiatric nurse practitioner). Non-mental health providers are required to have a certificate documenting completion of the "Training to Administer DoD Deployment Mental Health Assessments" web-based training developed by the Office of the Assistant Secretary of Defense for Health Affairs and available at <http://fhpr.osd.mil/mentalhealthassessment> or <http://fhpr.osd.mil/mha>. Mental health providers who do not meet the definition of a medical provider cannot conduct the pre-DHA or PDHRA. The DMHA must be conducted in a private setting and include a review of available health records.

e. If an individual begins preparing to deploy again before completing any of the three required post-DMHAs and, as part of that process, completes a pre-DMHA (included in DD

Form 2795), the individual's DMHA cycle will then reset and the requirement to complete the remaining post-deployment MHAs will be considered satisfied.

f. RC personnel and AC personnel in remote locations have the option to complete the DMHA by utilizing a DoD sponsored call center at 1-888-734-7299.

g. Qualifying Service members who returned from deployment since 1 July 2011 must complete any DMHA for which the time frame is still open. Only the final DMHA (due 18 to 30 months after return) will remain in an overdue status until it is completed.

#### 5. DMHA Documentation and Data Management

a. All DMHAs must be completed and submitted electronically as described in paragraph 7. A copy of the completed DD Form 2795 and DD Form 2900 and the results of the DD Form 2978 will be filed in the hard copy medical record on the left side in part 3, physical qualifications, administrative forms, and in the Armed Forces Health Longitudinal Technology Application.

b. The Medical Readiness Reporting System (MRRS) was modified to include the DMHA requirement to track and document an individual's compliance status. Forms completed in electronic deployment health assessment (eDHA) will automatically be updated in MRRS.

#### 6. Responsibility

a. Deputy Chief, Wounded, Ill, and Injured, Bureau of Medicine and Surgery (BUMED-M9), shall serve as program manager for the DMHA process for Navy Medicine.

b. The Navy and Marine Corps Public Health Center (NMCPHC) is responsible for maintaining the electronic DMHA application and performing analysis as necessary on DMHA information.

c. Commanders, commanding officers, officers in charge of MTFs, and authorized medical department representatives shall:

(1) Ensure that providers who conduct DHAs and DMHAs have completed required MHA training or are credentialed mental health providers.

(2) Ensure that Service members requiring DHAs and DMHAs are identified during the PHA process utilizing MRRS and/or deployment history and that outstanding DHAs and DMHAs are completed.

7. Accessing the DMHA

a. DD Form 2795, DD Form 2900, and DD Form 2978 can be accessed directly from the eDHA Web site at <https://data.nmcpnc.med.navy.mil/edha/>.

b. Service members. A user name and password are required to access and complete a DMHA. First time users should visit the eDHA Web site to get instructions for establishing an account or they can contact the eDHA Help Desk at [nmcpnc-edhahelpdesk@med.navy.mil](mailto:nmcpnc-edhahelpdesk@med.navy.mil) or call (757) 953-0717 or DSN: 377-0717. Clinic managers can contact the eDHA Help Desk for instruction on assisting Service members with creating an account.

c. Providers. A user name and password are required to obtain access to eDHA to review and certify DHAs and/or DMHAs. The documentation for requesting access depends upon the provider's military computer network.

(1) Providers with a med.navy.mil e-mail account. The provider's supervisor must send a digitally signed email requesting access to the NMCPHC eDHA Help Desk: [EDHA@nehc.mar.med.navy.mil](mailto:EDHA@nehc.mar.med.navy.mil). The initial e-mail request must include:

(a) Action requested: new account or update existing eDHA account.

(b) Provider information: name, military/general schedule/contractor, rate/rank (military only), command, and e-mail address.

(c) Type of provider: physician, physician assistant, nurse practitioner, independent duty corpsmen, psychiatrist, psychologist, social worker, or psychiatric nurse practitioner.

(d) Access requested: Add DMHA access to current profile, DHA and DMHA access or DMHA access only.

(e) Date DMHA training completed for physician, physician assistant, nurse practitioner, independent duty corpsmen.

(f) "This provider will comply with BUMEDINST 6100.9 and a copy of the DMHA training certificate (if applicable) will be maintained by this command."

(2) All other providers. Submit a digitally signed e-mail as described above with a completed OPNAV 5239-14, System Authorization Access Request Navy (SAAR-N) form as an attachment for the provider.

(3) The eDHA Help Desk will contact the supervisor to confirm the request and exchange digital certificates for the encrypted transfer of the OPNAV 5239/14 in a second e-mail.

(4) For providers already approved to certify deployment health assessments. Scan and forward a copy of the completed DMHA training certificate to the NMCPHC Help Desk at [nmcphc-edhahelpdesk@med.navy.mil](mailto:nmcphc-edhahelpdesk@med.navy.mil).

8. Point of Contact

a. The NMCPHC Help Desk can be reached for eDHA or forms issues at (757) 953-0717 or DSN 377-0717, or e-mail [nmcphc-edhahelpdesk@med.navy.mil](mailto:nmcphc-edhahelpdesk@med.navy.mil).

b. BUMED can be reached for policy or process issues at [DMHA@med.navy.mil](mailto:DMHA@med.navy.mil).

9. Records. Records created as a result of this instruction, regardless of media and format, shall be managed per SECNAV M-5210.1 of January 2012.

10. Reports. The reports required in paragraphs 4c and 5b are exempt from reports control per SECNAV M-5314.1 of December 2005, Part IV, Paragraph 7p.

11. Forms

a. OPNAV 5239/14 (Rev 09-2011) System Authorization Access Request Navy (SAAR)-N is available electronically at:

[https://navalforms.documentservices.dla.mil/formsDir/\\_OPNAV\\_5239\\_14\\_7631.pdf](https://navalforms.documentservices.dla.mil/formsDir/_OPNAV_5239_14_7631.pdf)

b. The following forms are available through the NMCPHC Deployment Health Homepage at: <https://data.nmcphc.med.navy.mil/edha/>. Paragraph 8 of this instruction provides details on how to access these forms.

(1) DD Form 2795 (SEP 2012), Pre-Deployment Health Assessment

(2) DD Form 2900 (SEP 2012), Post-Deployment Health Re-Assessment

(3) NAVMED 6100/8 (03-2012), Mental Health Assessment

(4) DD Form 2978 (FEB 2014), Deployment Mental Health Assessment



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ACRONYM LISTING

AC	Active Component
BUMED	Bureau of Medicine and Surgery
DHA	Deployment Health Assessments
DMHA	Deployment Mental Health Assessments
DoD	Department of Defense
eDHA	Electronic Deployment Health Assessment
MHA	Mental Health Assessments
MRRS	Medical Readiness Reporting System
MTF	Medical Treatment Facility
NMCPHC	Navy and Marine Corps Public Health Center
PDHRA	Post-Deployment Health Reassessment
PHA	Periodic Health Assessment
Pre-DHA	Pre-Deployment Health Assessment
RC	Reserve Component