



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
7700 ARLINGTON BOULEVARD
FALLS CHURCH, VA 22042

IN REPLY REFER TO
BUMEDINST 6100.7B
BUMED-M09B
29 Apr 15

BUMED INSTRUCTION 6100.7B

From: Chief, Bureau of Medicine and Surgery

Subj: BUREAU OF MEDICINE AND SURGERY HEALTH PROMOTION AND WELLNESS PROGRAM

Ref: (a) OPNAVINST 6100.2A
(b) OPNAVINST 6110.1J
(c) BUMEDINST 6110.13A
(d) BUMEDINST 12000.8
(e) DON Civilian Human Resources Manual, Subchapter 792.4, April 2005

1. Purpose. To provide policy and guidelines for the Bureau of Medicine and Surgery (BUMED), Headquarters, Health Promotion and Wellness Program. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. BUMEDINST 6100.7A.

3. Scope. As outlined in references (a) through (c), Navy Medicine health promotion resources will support the health promotion needs of active duty and reserve component members. References (d) and (e) establish health promotion requirements for Department of the Navy (DON) civilian employees.

4. Background

a. Lifestyle, the environment, and genetics have a direct impact on an individual's basic health and fitness. By improving behaviors and being aware of environmental hazards, positive contributions can be made toward enhancing both individual and collective health and wellness. Unhealthy lifestyles also lead to social and economic burdens and decrease mission readiness.

b. More than half of all illnesses and deaths in the United States relate directly to unhealthy lifestyle habits such as; poor nutrition, sedentary lifestyle, drug and alcohol abuse, tobacco use, sexual irresponsibility, preventable injuries, unmanaged stress and anger, suicide attempts, and interpersonal violence. It is estimated that individual behaviors and environmental factors account for at least 70 percent of all premature deaths in the United States. Additionally, research identifies that the cost of

lost productivity due to poor employee health may be as much as three times the cost of direct medical and disability expenses.

c. Navy personnel have the responsibility to maintain an optimal state of fitness, health, and well-being, which increases organizational and individual readiness. A healthy lifestyle is a key to a healthy, fit and mission-ready force. Health promotion and wellness programs can facilitate positive lifestyle changes through awareness, education, and create environments that support healthy behaviors.

d. There are three levels of programming that are associated with implementing health promotion and wellness activities: Awareness, education/motivation, and intervention.

(1) Awareness activities provide basic and informative guidance that raise the level of understanding and increase interest in learning more about making certain behavioral changes. This applies to mass audiences.

(2) Education/Motivation activities are to further increase knowledge and interest in certain health topics and motivate individuals to adopt healthy behaviors. This may apply to a smaller audience.

(3) Intervention activities are to provide long term support for those few individuals that are ready to make a change in their behaviors. These activities are more intense and include skill-building and how to self-manage their newly adopted behaviors.

5. Policy

a. It is BUMED's policy to enhance employee work performance by implementing a health promotion and wellness program that encourages participation in health education, injury prevention, and fitness improvements for all staff members. The program will provide each staff member the opportunity to assess his or her own health status, become knowledgeable in healthy lifestyle habits, and establish behaviors that promote and improve health. These actions will improve and maintain unit readiness, enhance quality of life, and minimize health risks.

b. All military personnel are expected to meet established Navy Standards of physical fitness and body weight as cited in reference (b). In addition, military personnel are strongly encouraged to participate in health promotion initiatives (e.g. tobacco cessation, ShipShape, nutrition, and other health education activities available).

c. All civilian employees are also strongly encouraged to pursue a high level of personal fitness and participate in command sponsored health promotion activities. Reference (d) provides guidelines for BUMED Civilian Physical Fitness.

6. Responsibilities

a. The Chief of Staff (COS) shall appoint a Health Promotion and Wellness Program Director in writing.

b. The Health Promotion Program Director shall:

(1) Serve as primary point of contact for questions and concerns on health promotion issues.

(2) Attend training through the Navy and Marine Corps Public Health Center within six months of appointment.

(3) Establish a Health Promotion Committee and conduct Health Promotion and Wellness Program meetings monthly.

(4) Serve as the BUMED health promotion representative for the Defense Health Headquarters (DHHQ) Wellness Council.

(5) Coordinate and execute an annual community assessment (health risk assessment tool and health interest questionnaire), designed to determine the needs and interests of the command staff.

(6) Conduct health promotion activities at each programming level (awareness, education/motivation and intervention) on appropriate topics, based on local needs and available resources.

(7) Provide information regarding the Health Promotion and Wellness program and activities at Command Indoctrination.

(8) Actively serve as a role model and advocate for healthy lifestyle choices.

(9) Provide periodic updates and status reports on health promotion initiatives to the COS.

c. The BUMED Health Promotion and Wellness Committee shall conduct a health promotion and wellness program focusing on increasing awareness, offering health education and motivation, and facilitating health and wellness related interventions. Subject areas shall include, at a minimum, the following elements.

(1) Injury and illness prevention.

(2) Sedentary lifestyle elimination and physical fitness promotion.

(3) Overweight and obesity elimination and nutrition education.

(4) Sexual health and sexual responsibility.

(5) Tobacco use prevention and cessation.

(6) Alcohol abuse prevention and control.

(7) Drug abuse and control.

(8) Suicide prevention and stress/anger management.

(9) Interpersonal violence reduction.

d. BUMED Health Promotion Committee membership shall include, at a minimum, representation from:

(1) Health Promotion Program Director, Chairman.

(2) Command Fitness Leader or Assistant Command Fitness Leader.

(3) Medical/Dental Representative.

(4) Command Safety Representative.

(5) Command Drug and Alcohol Program Advisor.

(6) Further membership shall include an additional member for each 50 persons in the command.

e. Health Promotion and Wellness Program Committee members shall:

(1) Attend scheduled Health Promotion and Wellness Program meetings or ensure his or her designated representative is present.

(2) Participate in the development of command health promotion activities using an awareness, education/motivation, and intervention format.

(3) Assist in conducting the community assessment (health risk assessment tool and health interest questionnaire) and implementing community assessment feedback to enhance the Health Promotion Program.

(4) Participate in the implementation and coordination of health promotion awareness and fitness activities as approved by the COS.

(5) Proactively serve as a role model and advocate for healthy lifestyle choices.

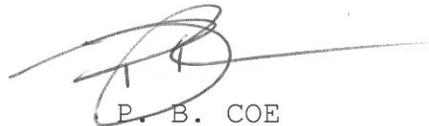
7. Action

a. Executive Assistants will ensure this instruction is distributed and available to all military and civilian personnel assigned within their code.

b. Supervisors shall ensure employees are allowed to participate in the Health Promotion and Wellness Program at a level commensurate with workload and staffing requirements.

c. Health Promotion and Wellness Program participants shall comply with the provisions of this instruction.

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



P. B. COE
Chief of Staff

Distribution is electronic only via the Navy Medicine Web site at:
<http://www.med.navy.mil/directives/Pages/BUMEDHQInstructions.aspx>