DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
2300 E STREET NW
WASHINGTON DC 20372-5300

IN REPLY REFER TO

6100
Ser M3/5CCPH/E09UN093000557
13 Aug 09

MEMORANDUM FOR COMMANDER, NAVY MEDICINE EAST
COMMANDER, NAVY MEDICINE WEST
COMMANDER, NAVY MEDICINE NATIONAL CAPITAL AREA
COMMANDER, NAVY MEDICINE SUPPORT COMMAND

Subj: SHIPSHAPE WEIGHT MANAGEMENT PROGRAM

Ref: (a) OPNAVINST 6110.1H
(b) OPNAVINST 6100.2A
(c) BUMEDINST 6110.13A
(d) SECNAV M-5214.1 of 31 Dec 2005

1. ShipShape is an evidence-based, eight week behavioral health program specifically designed for individuals who exceed Navy body composition assessment (BCA) standards. It is the Navy's official weight management program. Per references (a) and (b), active duty members who exceed BCA standards may be referred for attendance in the ShipShape program. ShipShape should also be offered to family members and retirees who desire an intensive weight management intervention. It is expected that the ShipShape program be offered at all Medical Treatment Facilities (MTFs) and that each MTF will use the evidence-based standardized materials provided by the Navy and Marine Corps Public Health Center (NMCPHC) for their program curricula. The purpose of this letter is to highlight the roles and responsibilities that support these objectives.

2. Regional Commanders must ensure all MTFs have an active ShipShape program staffed by trained personnel to support access for both fleet and shore-based populations. Any modifications or adjustments to the standard ShipShape program must be coordinated with and approved by NMCPHC. Training of staff is the responsibility of Commander, Navy Medicine Support Command, via NMCPHC. NMCPHC is responsible for overseeing ShipShape instructor training and tracking overall program effectiveness. To support program evaluation, each MTF must submit their ShipShape performance metrics semiannually to NMCPHC. Reporting requirements are detailed on the NMCPHC Healthy Living homepage, http://www-nmcphc.med.navy.mil/Healthy_Living/, under Weight Management/ Instructors/ Statistics and Reports. Program outcomes will be reported by the NMCPHC to the respective Regional Commander and BUMED (M3/5). The BUMED Health Promotion Program, reference (c), provides policy management based in part on these metrics.

3. For additional information, please contact CAPT Shirley Bowens (M3/5) at (202) 762-3585 or Shirley.Bowens@med.navy.mil.

4. The reporting requirements in paragraph 2 are exempt from Report Control per Part IV, paragraph 7p, of reference (d).

A. M. Robinson, Jr.

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