



Navy and Marine Corps Public Health Center  
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**2016**  
**Blue H – Navy Surgeon General’s Health Promotion and Wellness Award**  
**Instructions**

(22 Dec 2015)

1. Background Information.

The **Health Promotion and Wellness Award** is an annual award sponsored by the Navy Surgeon General and managed by the Navy and Marine Corps Public Health Center, as directed in BUMEDINST 6110.13A. This award encourages and rewards the promotion of health in Navy and Marine Corps organizations. Specifically, the FLEET and MARINE CORPS COMMAND versions recognize excellence in workplace primary prevention policies, activities and outcomes. The MEDICAL version recognizes excellence in clinical primary prevention, community health promotion and medical staff health in Navy medical organizations. The SEMPER FIT version recognizes excellence in community health promotion by Marine Corps SEMPER FIT Programs.

The Blue H website is:

<http://www.med.navy.mil/sites/nmcphc/health-promotion/Pages/blue-h.aspx>

2. Reporting Period.

The reporting period is 1 January – 31 December. Commands should include only policies and activities which were in place or conducted during this time period when scoring their application. The application must be submitted by 1 February of the next year to qualify.

3. Eligibility.

All Navy and Marine Corps commands may participate. Medical Treatment Facilities will use the “MEDICAL” criteria. Battalion Aid Stations may use the MEDICAL or FLEET Criteria. USMC non-medical commands should use the Marine Corps criteria. SEMPER FIT Centers will use the “SEMPER FIT” criteria. All other commands, including Military Sealift Command, Navy shore commands and Navy Reserve Navy Operational Support Commands (NOSC), will use the “FLEET” criteria.

4. Combined Applications:

**Medical Treatment Facilities (MTF):** any medical clinic, geographically separated from the parent MTF, which is led by an OIC or Department Head, must submit independently of their parent MTF. The spirit of this requirement is that geographically separated units must, of necessity, conduct their own community-level and staff-level wellness activities. The MTF and their respective Branch Health/Medical/Dental Clinics are free to take credit for any activity, policy, programs or staff training criterion that are truly "shared". The parent MTF will receive bonus points for each subordinate clinic that submits (3 points for each clinic).

**Navy Fleet Commands:** For geographically separated fleet commands and detachments, the Detachment Officer in Charge (rather than the geographically separated parent command) should validate the accuracy of the Blue H application and sign the "CO Letter".

**Navy Reserve Commands:** NOSC health promotion efforts (and their Blue H scores) should be based on policies and activities for all members of all UICs attached to that NOSC – not just the full time staff. Navy Reserve Operational Health Support Unit (OHSU) headquarters and detachments should support

the NOSC health promotion efforts and support the NOSC Blue H application. OHSUs (or other Reserve units) may not apply for the Blue H independently of their NOSC. If desired by the NOSC Commanding Officer, both the NOSC and OHSU detachment may be named in the award announcement. NOSC CO's may request exceptions to this rule for unique circumstances such as geographically isolated detachments.

## 5. Standards.

For each criterion, a minimal "pass" standard has been adopted. These thresholds were developed by a working group hosted by NMCPHC and are intended to be challenging but achievable. Commands are awarded points for achieving or exceeding these standards.

If a criterion is not applicable to a command, that command will be awarded the maximum number of points for that criterion. For example, if a command has no enlisted Sailors, the CSADD Chapter criterion would be non-applicable and the applicant should take the full points as if they do have a CSADD Chapter.

- **BRONZE ANCHOR:** Every organization that submits a report will receive at least the BRONZE ANCHOR level award.

- **SILVER EAGLE:**

To achieve the SILVER EAGLE level award, a **MEDICAL** command must accumulate at least 50% of the total available points for every CATEGORY and TOPIC; and must earn a minimum of 50% of the total available points. The Medical-version categories are (1) Clinical Primary Prevention Practice (primary care health behavior assessment), (2) Community Health Services (community assessment and support), and (3) Staff Health. The topics within Staff Health are policy/risk assessment, alcohol abuse prevention, injury prevention, nutrition, physical activity, sexual health, mental health, tobacco use, and weight management.

To achieve the SILVER EAGLE level award, a **FLEET** or **Marine Corps** command must accumulate at least 50% of the total available points in each of the topic areas and must earn a minimum of 50% of the total available points. The Fleet-version criteria topics are policy/risk assessment, alcohol abuse prevention, injury prevention, nutrition, physical activity, sexual health, psychological health, tobacco use, and weight management.

To achieve the SILVER EAGLE level award, a **SEMPER FIT** Program must accumulate at least 50% of the total available points in each of the topic areas and must earn a minimum of 50% of the total available points. The SEMPER FIT -version criteria topics are HP partnerships, assessment and evaluation, HP tools, nutrition, alcohol and drug abuse prevention, tobacco prevention and cessation, physical fitness, psychological health, sexual health, disease prevention, injury prevention, community outreach and staff training.

- **GOLD STAR:**

To achieve the GOLD STAR level award, a **MEDICAL** command must accumulate at least 50% of the total available points for every CATEGORY and TOPIC; and must earn a minimum of 80% of the total available points. Additionally, the following criteria must be met: All Health Promotion (HP) staff members (civilian and military E-6 and above) at all MTFs and branch clinics who are in a position as a Health Promotion Coordinator, Director or Health Promotion Department Head or are in a billet as a Public Health Educator must have successfully completed the three-day NMCPHC Navy HP & Wellness Course (or the previous Cooper-version Navy HP Director and Certification Course) within the past 10 years. HP staff E-5 and below must have completed the on-line Navy Health Promotion Basics Course, Level I on NKO within the past 10 years.

Information regarding either training can be found at:

<http://www.med.navy.mil/sites/nmcphc/health-promotion/Pages/health-promotion-training.aspx>

To achieve the GOLD STAR level award, a **FLEET** or **Marine Corps** command must accumulate at least 50% of the total available points in each of the topic areas and must earn a minimum of 80% of the total available points. Additionally, the lead Health Promotion Coordinator or Director must have successfully completed either the three-day NMCPHC Navy HP & Wellness Course (or the previous Cooper-version Navy HP Director and Certification Course) or the online Navy Health Promotion Basics Course, Level I on NKO within the past 10 years. Information about training can be found at: <http://www.med.navy.mil/sites/nmcpbc/health-promotion/Pages/health-promotion-training.aspx>

To achieve the GOLD STAR level award, a **SEMPER FIT** Program must accumulate at least 50% of the total available points in each of the topic areas and must earn a minimum of 80% of the total available points.

## 6. Submission Process.

A blank criteria set / worksheet (MEDICAL, FLEET, Marine Corps or SEMPER FIT) may be accessed from the Blue H website. A person designated by the Commanding Officer/ Officer in Charge (OIC) or Semper Fit Director of the participating command will **download and save** a copy of the Excel criteria set/worksheet. Use this worksheet during the year to plan and track your Blue H activities and scores.

When to submit your application: Submissions are accepted beginning on 1 January and are due by COB **1 February**. Requests for an extension of this due date may be granted but must be requested via email to NMCPHC before the due date.

How to submit your application:

- A. Send an email to the Blue H manager at <mailto:Michael.r.macdonald2.civ@mail.mil> with these attachments:
1. Your completed and CO-approved **criteria worksheet** (*in Excel format*).
  2. A *signed/scanned letter from the Commanding Officer* (or SEMPER FIT Director; or Officer in Charge for geographically separated fleet or Marine Corps commands) which validates the accuracy of the application. A sample "CO Letter" may be downloaded from the Blue H homepage.
  3. Your HRA "CO Reports" (one for Military Staff plus one for Civilian Staff if more than 10 GS civilians are assigned).
  4. For GOLD STAR applications:
    - Medical: submit the name of all HPW full time staff members and HP Training Certificates appropriate for their military rank/civilian grade.
    - Fleet or Marine Corps Command: submit name of HP Coordinator and HP Training Certificate for Navy HP Basics Course, Level I or Navy HP & Wellness Course Certificate.
- B. **In addition** to the e-mail described above, enter your scores into the official **on-line application** found on the Blue H home page. CaC card access is required. This on-line application will provide you with immediate feedback about your Blue H score. Commands lacking internet-with-CaC card access may request a waiver for this step.\*

- C. Award submissions will be acknowledged by return email from NMCPHC. It is the responsibility of the applicant to **verify** that their application has been received by NMCPHC.
- D. Please invite one person from your command to complete the Blue H customer feedback questionnaire at: <https://survey.max.gov/651967>

\*Note: The purpose of the worksheet is to enable the applicant to plan and track activities during the year and to brief leaders on the state of their HPW program. The scores can then be easily transcribed into the official on-line application at the end of the year. The purpose of sending the worksheet to NMCPHC is to provide a back-up of the applicant's scores in case of missing or lost data in the official on-line application.

## 7. Quality Review Process.

The Blue H Award Manager will forward the list of the 2013 Blue H Award applicants on to the QA committee. The list will be submitted alphabetically by command name. Using that list, the number of award packages that will need to be reviewed from both the Fleet, Marine Corps and Medical categories to meet the selection pool of 10% Silver and 25% Gold Level submissions will be determined. The commands will then be numerically selected from the list, starting with the first command alphabetically, until the predetermined number of commands is reached. The initial QA process will be completed by the QA committee by 15 February. The criteria that will be reviewed for QA will be the following:

- -Fleet Criteria:
  - --HP Training Requirement for Gold level
  - --FMCHRA Completion Rate for Military and Civilian Staff (if appropriate) vs. points taken
  - --Crews into Shape Teams vs. points taken
- -Medical Criteria:
  - --HP Training Requirement for Gold level
  - --FMCHRA Completion Rate for Military and Civilian Staff (if appropriate) vs. points taken
  - --Crews into Shape Teams vs. points taken
  - --Command website links to Command HPW page
  - --Command HPW webpage links to other HPW resources (links) specifically identified in the Blue H Award criteria.

In instances where the QA committee is unable to verify the points taken for any of the selected criteria, the point of contact listed in the application will be contacted and given the opportunity to clarify and submit additional information no later than 10 March.

## 8. Notes about the Fleet and Marine Corps Health Risk Assessment (HRA).

- The criteria include health risk outcome measures which reveal the current risk behavior of command personnel. These criteria are based on the results of the Fleet and Marine Corps Health Risk Assessment (FMCHRA). This tool is web-based, free and completely anonymous. Ships may request the CD version if connectivity to the internet is a frequent issue. It takes an individual less than 5 minutes to complete the questions. Members should complete the FMCHRA once each year. This should occur during the Periodic Health Assessment but if not, then it can also be completed at any time the command dictates, such as birth month, safety stand-down day, etc. Commands will designate an "administrator" who can retrieve the FMCHRA summary data and print a Commanding Officer's Report.
- The Commanding Officer Report informs leaders and managers about the current levels of risk behavior among the command and can help direct future command-level efforts. Administrators can also measure changes in health risks over time. Risk is assessed as either "healthy" or "unhealthy."

- Organizations which have more than one UIC may print either individual command reports or a consolidated report that includes multiple UICs. Commanding Officer Reports can be generated for military members, civilian employees, or both.
- Points are awarded separately for FMCHRA completion rates among a command's military and civilian personnel.
- No points are awarded for any of the criteria which utilize MILITARY FMCHRA data unless 50% or more of the MILITARY members assigned completed the FMCHRA during the calendar year.
- No points are awarded for any of the criteria which utilize CIVILIAN FMCHRA data unless 25% or more of the CIVILIAN (not including contractor) members assigned completed the FMCHRA during the calendar year.
- NOTE: Reserve Health Risk Assessment (HRA) Reports. To generate a NOSC Commanding Officer's Report, which includes both drilling members and full-time-staff, the HRA Administrator may log in using the NOSC's 4-digit NRA number.
- Read more about the FMCHRA at:  
<http://www.med.navy.mil/sites/nmcphc/health-promotion/Pages/hra.aspx>

9. A summary of changes to the criteria is attached.

10. For more information, please contact the Project Manager:

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**Blue H  
Navy Surgeon General's Health Promotion and Wellness Award  
2016 Blue H Coaches**

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But - you can also tap into the real world Blue H experiences of our awesome volunteer Blue H Coaches. They are:

AIRCRAFT CARRIER BLUE H COACH  
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**Summary of Changes to the 2016 Blue H Criteria**

**Medical and Fleet:**

**Medical Only:**

**Semper Fit:** No changes.

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