



## **HCP Screening Audiometers from Navy Units other than MTFs**

### **Types of audiometers:**

Benson Medical CCA-200 and CCA-200mini

### **Process for the annual calibration of HCP screening audiometers:**

- Ships, Navy Operational Support Centers, and other operational units may send HCP audiometers to the Calibration Laboratory whenever it is convenient for you to do so.
- Ensure power to the audiometer is off before disconnecting it (and later reconnecting it after calibration).
- Securely pack and mail your audiometers to the Calibration Laboratory at NMCPHC in a durable box.
  - Include a completed form DD1149 in the box. Ensure that your command's name, mailing address, point of contact, telephone number, and email address are complete and accurate.
  - Send your audiometers to:
    - Navy and Marine Corps Public Health Center  
Attn: Calibration Laboratory  
620 John Paul Jones Circle, Bldg. 3, Suite 1100  
Portsmouth, VA 23708
- Upon completion of the calibration, your audiometers will be shipped back to you via USPS or FedEx, depending on your mailing address.
- Contact the Calibration Laboratory if you have any questions.