



DEPARTMENT OF THE NAVY

NAVY MEDICINE EAST
620 JOHN PAUL JONES CIRCLE
PORTSMOUTH, VIRGINIA 23708-2106

NAVMEDEASTINST 6100.1D

M1A

2 Jan 08

NAVMEDEAST INSTRUCTION 6100.1D

Subj: HEALTH PROMOTION AND WELLNESS PROGRAM

Ref: (a) OPNAVINST 6100.2
(b) BUMEDINST 6110.13
(c) MANMED, Chapter 15
(d) MANMED, Chapter 22
(e) OPNAVINST 6110.1H
(f) Federal Employees' Compensation Act

Encl: (1) Schedule for Health Promotion and Wellness for
Military and Civilian Personnel

1. Purpose. To implement the Health Promotion Program at Navy Medicine East (NME).

2. Background. Health promotion is the combination of health education plus organizational, social, economic, and health care interventions designed to improve and maintain the highest levels of unit readiness, concentrating on increased individual fitness by identifying and minimizing health risks and disabilities. References (a) and (b) provide further guidance.

3. Cancellation. HLTHCARESUPPONORINST 6100.1C

4. Policy. It is NME's policy to maximize employee knowledge and awareness of healthy lifestyle habits and to provide each staff member the opportunity to assess their own health status and establish behaviors that improve or protect health.

a. To effect this policy, NME will coordinate education with available programs at Naval Medical Center, Portsmouth (NMCP) on the following topics (using methods such as bulletin board displays, NMCP Plan of the Day notices, training stand-downs, etc.):

(1) Physical fitness and sports

(2) Nutrition education and weight/cholesterol control

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- (3) Stress management and suicide prevention
- (4) Alcohol/drug abuse prevention and control
- (5) Hypertension screening, education, and control
- (6) Injury prevention

b. References (c) and (d), require military staff members to undergo appropriate screenings and immunizations necessary as part of routine medical examinations or annual medical record review.

c. All NME personnel are encouraged to pursue a high level of personal fitness.

(1) Military personnel must meet established standards of physical fitness and body composition per reference (e). Military members assigned to this command may use up to one hour per workday, exclusive of lunch periods, to pursue an optimal level of fitness through a progressive personal exercise program involving aerobic and strength conditioning, as well as flexibility exercises and sound dietary practices. Each military member who desires to participate in health promotion and wellness activities will complete enclosure (1) and submit to his/her supervisor.

(2) Civil Service personnel are also encouraged to pursue an optimal level of personal fitness; therefore, a maximum of two and one-half hours per week is authorized for wellness activities. It is recommended that Civil Service personnel be guided by their personal physicians in choosing their fitness activity. Per reference (f), each Civil Service employee who desires to participate in health promotion and wellness activities will complete enclosure (2) and submit to their respective Deputy Chief of Staff (DCOS).

5. Responsibilities

a. The Chief of Staff shall appoint a Health Promotion Program Coordinator who:

(1) Maintains liaison with the Naval Medical Center, Portsmouth Wellness-Health Promotions Department, 953-9242.

(2) Assists the activities of the Command PRT Coordinator.

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(3) Maintains Health Promotion bulletin boards as available.

(4) Provides Health Promotion e-mails to staff as information if available.

b. The Deputies Chief of Staff shall:

(1) Allow their employees to participate in personal health promotion and the wellness program at a level commensurate with workload and staffing requirements.

(2) Review and approve times on enclosure (1) "Schedule for Health Promotion and Wellness" for military and Civil Service employees.

c. All personnel are ultimately responsible for their own lifestyle choices and personal fitness. All personnel shall be familiar with the provisions of this directive.


PETER F. O'CONNOR

Distribution: (NAVMEDEASTINST 5215.1A)
List A

NAVMEDEASTINST 6100.1

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REQUESTED SCHEDULE FOR HEALTH PROMOTION AND WELLNESS

NAVMEDEASTINST 6100.1 authorizes a maximum of two and one-half hours per week (non-cumulative) for wellness activities for military and Civil Service employees. I will participate in the health and wellness activities according to the following schedule. I understand no physical activity should be undertaken without the support of my personal physician.

Physical Activity	Monday (Times)	Tuesday (Times)	Wednesday (Times)	Thursday (Times)	Friday (Times)

DCOS: _____

Employee signature: _____ Date: _____

Supervisor's signature: _____ Date: _____