



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

BUMEDINST 1650.7A  
BUMED-N008  
15 Apr 2024

BUMED INSTRUCTION 1650.7A

From: Chief, Bureau of Medicine and Surgery

Subj: DANYELLE LUCKEY SACRED TRUST AWARD

Ref: (a) SECNAV M-1650.1 of August 2019  
(b) BUMEDINST 1650.1B

Encl: (1) Danyelle Luckey Sacred Trust Award Nomination Template  
(2) Navy and Marine Corps Achievement Medal Award Citation Template

1. Purpose. To establish guidelines, procedures, eligibility criteria for submitting nominations for the Danyelle Luckey Sacred Trust Award, which recognizes hospital corpsmen (HM) who epitomize the Navy Core Values, excel in ability, skills, judgement, and demonstrate absolute dedication to a patient-centered approach to healthcare. This dedication embodies the sacred trust between the HMs and their shipmates. The recipients of this annual recognition are HMs whose exemplary effort in the provision of health care, patient advocacy, or patient-centered approach led to overwhelming positive outcomes. To highlight and recognize actions that resulted in implementing high reliability principles to improve patient safety and enhance the quality of care throughout the Navy and Marine Corps.

2. Cancellation. BUMEDINST 1650.7.

3. Scope and Applicability. This instruction applies to all activities across the Department of the Navy with assigned HMs in paygrades E-1 through E-6, Active Component (AC), Reserve Component (RC) serving as full-time support, and RC on active duty at time of the nomination. This is a voluntary recognition program where each commander, commanding officer (CO), or officer in charge (OIC) may nominate one HM, regardless of the Navy Enlisted Classification assigned. Commanders, COs, or OICs who choose to nominate candidates will comply with guidance outlined in this instruction.

4. Background. This award is named in honor of Seaman (SN) Danyelle Luckey who served aboard the United States Ship (USS) *Ronald Reagan* (CVN-76) until her tragic death in October 2016. Her passing served as the catalyst for seminal changes to our afloat and ashore sepsis protocols which significantly improved the delivery of care to our patients. SN Luckey's death is a reminder that we must remain steadfast in our commitment to high reliability, and its key tenets of leadership, teamwork, patient safety, and clinical quality. Inspired by SN Luckey, the Surgeon General of the Navy dedicated this program to recognizing HM with a compassionate,

patient-centered approach to health care, advocacy, and focus on process improvement resulting in positive patient outcomes, improvement initiatives, or the implementation of patient safety protocols.

5. Eligibility. All E-1 to E-6 HM, functioning in an area that would otherwise be delivering an acceptable standard of care, whose identification of errors, policy lapses, variance in medical protocols, or otherwise a “good catch” demonstrated their diligence and dedication to high reliability resulted in improved programs, guidelines, or procedures which enhanced communication, collaboration, advocacy, patient safety, and improved clinical quality for care to Service Members.

6. Criteria. Each of the budget submitting offices (BSO) listed in subparagraphs 6a through 6f will identify one submission from their applicable commands as their awardee to be recognized by the Surgeon General of the Navy. BUMED-N01C5 will select one submission to represent BSO-18 from the BSO-18 echelon 3 commands, Naval Medical Forces Atlantic, Naval Medical Forces Specific, and Naval Medical Forces Support Command.

a. Bureau of Medicine and Surgery (BUMED) (BSO-18).

(1) Naval Medical Forces Atlantic.

(2) Naval Medical Forces Pacific.

(3) Naval Medical Forces Support Command.

b. United States Fleet Forces (BSO-60).

c. United States Pacific Fleet (BSO-70).

d. Fleet Marine Force (BSO-27).

e. Naval Special Warfare (BSO-88).

f. Eligible Sailors outside of the BSOs listed must route their nomination package, in accordance with this instruction, to their CO or OIC for approval. Packages must then be forwarded to BUMED-N01C5 for consideration.

## 7. Roles and Responsibilities

a. Force Master Chief (BUMED-N008) must:

(1) Serve as Navy Medicine’s principal advocate and sponsor overseeing the conduct of the Danyelle Luckey Sacred Trust award to ensure successful operation and integrity.

(2) Inform Chief, BUMED of all awardees and their actions which resulted in the nomination.

b. BUMED-N01C5 must:

- (1) Ensure overall administration of the Danyelle Luckey Sacred Trust Award.
- (2) Ensure solicitation, submission timelines, and validation of nomination packages are met.
- (3) Ensure timely, fair, and impartial review and selection of nomination packages.
- (4) Align the announcement of the awardees with the month of May of the current calendar year via naval message traffic.
- (5) Provide periodic quality review to ensure submissions are meeting the intent of the award.
- (6) Liaise with Administration (BUMED-N01B11) awards coordinator concerning processing of the awards.

c. Administration (BUMED-N01B11) must:

- (1) Process award submissions and communicate status updates to BUMED-N01C5 until all awards are completely processed.
- (2) Coordinate mailing of approved awards to identified command points of contact.
- (3) Provide copies of completed award packages to BUMED-N01C5 for retention.

d. Fleet Surgeons or Identified BSO-Specific Medical Leadership must:

- (1) Ensure widest dissemination of this award and criteria among respective areas of responsibilities.
- (2) Ensure nomination package submissions align with this instruction and are in keeping with the spirit of the Danyelle Luckey Sacred Trust Award.
- (3) Ensure timely solicitation, fair, and impartial validation of nomination packages.
- (4) Select one awardee from received nomination packages.
- (5) Submit one awardee nomination package and endorsement letter to BUMED-N01C5 by 28 February of the current calendar year.

8. Submission Requirements

a. Submissions are due to BUMED-N01C5 by 28 February of the current calendar year based on the preceding calendar year (1 January through 31 December) accomplishments.

b. Submission packages should include enclosures (1) and (2) accompanied with a completed OPNAV 1650/3 Personal Award Recommendation as prescribed in reference (a). Use the nominee's Department of Defense identification number when completing OPNAV 1650/3 and do not include the nominee's social security number. Summary of action is not required.

9. Recognition

a. Awardees will be announced via a naval message in May of the current calendar year.

b. Awardees will be recognized at the command level or higher as determined by the BSO.

c. Each awardee will receive a Navy and Marine Corps Achievement Medal.

10. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Directorate for Administration, Logistics, and Operations, Directives and Records Management Division portal page at <https://portal.secnave.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager or the Department of the Navy Directorate for Administration, Logistics, and Operations, Directives, and Records Management Division Program office.

11. Review and Effective Date. Per OPNAVINST 5215.17A, BUMED-N008 will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5125/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

12. Forms and Information Management Control

a. Form. OPNAV 1650/3 Personal Award Recommendation is available at <https://navalforms.documentservices.dla.mil>.

b. Reports. Reports required in subparagraph 7d(5) of this instruction are exempt from reports control per Secretary of the Navy Manual 5214.1 of December 2005, part IV, subparagraph 7k.



D. K. VIA

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Navy Medicine Web site, <https://www.med.navy.mil/Directives/>

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15 Apr 2024

DANYELLE LUCKEY SACRED TRUST AWARD NOMINATION TEMPLATE

(command letterhead)

1650  
Ser  
DD Mmm YYYY

From: Commanding Officer, (activity name)  
To: Chief, Bureau of Medicine and Surgery, (BUMED-N01C5)

Subj: CALENDAR YEAR 20XX DANYELLE LUCKEY SACRED TRUST AWARD  
NOMINATION ICO HM\_(SW) JANE DOE, USN

Ref: (a) BUMEDINST 1650.7

Encl: (1) OPNAV 1650/3 Personal Award Recommendation  
(2) Navy and Marine Corps Achievement Medal Citation

1. Per reference (a), enclosures (1) and (2) are submitted in the case of HM\_(SW) Jane Doe, nomination for the calendar year 20XX Danyelle Luckey Sacred Trust Award.

2. Complete contact information of Service Member nominated:

- a. Present Duty Station: [command title]
- b. Address: [official mailing address].
- c. Telephone: [office phone number] and [official cell].
- d. E-mail Address: [official e-mail adress].

3. Complete contact information of Service Member's senior enlisted leader:

- a. Present duty station: [command title]
- b. Address: [official mailing address]
- c. Telephone: [office phone number] and [official cell].
- d. E-mail address: [official e-mail]

Enclosure (1)

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Subj: CALENDAR YEAR 20XX DANYELLE LUCKEY SACRED TRUST AWARD  
NOMINATION ICO HM\_(SW) JANE DOE, USN

4. Command Officer's justification and remarks. HM\_ Doe's service to the Navy or Marine Corps, Command Name, and Sailors or Marines were evident in her sustained superior performance as (job title). Their actions have resulted in... (Provide examples of how HM\_ epitomize the Navy core values, excel in ability, skills, judgement, and demonstrate absolute dedication to a patient-centered approach to health care and acted as a patient advocacy, or approach leading to overwhelming positive outcomes. Highlight recognized actions that resulted in implementing high reliability principles to improve patient safety and enhance the quality of care throughout the Navy and Marine Corps or displayed compassionate, patient-centered approach to health care, advocacy, and focus on process improvement resulting in positive patient outcomes, improvement initiatives, or the implementation of patient safety protocols.) HM\_ Doe is a dedicated professional and has earned my complete trust and confidence! There is no better choice for recognition of the Danyelle Luckey Sacred Trust Award.

F. M. LAST  
(CO's signature)

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NAVY AND MARINE CORPS ACHIEVEMENT MEDAL AWARD CITATION TEMPLATE

(GOLD STAR IN LIEU OF THE \_\_\_\_\_ AWARD)

HOSPITAL CORPSMAN (INSERT RANK) CLASS (WARFARE DEVICE) FIRST M. LAST  
UNITED STATES NAVY

PROFESSIONAL ACHIEVEMENT IN THE SUPERIOR PERFORMANCE OF (HIS/HER) DUTIES WHILE SERVING AS (JOB TITLE), (DEPARTMENT), (COMMAND), (CITY, STATE OR COUNTRY), FROM JANUARY TO DECEMBER 20XX. ***(PETTY OFFICER) (LAST NAME), EPITOMIZED NAVY CORE VALUES, EXHIBITED INTEGRITY, SOUND JUDGMENT, SKILL AND COMPASSION TO A PATIENT-CENTERED APPROACH FOR THE HEALTH OF SAILORS AND MARINES, WHICH LED TO (HIS/HER) SELECTION FOR THE DANYELLE LUCKEY SACRED TRUST AWARD. (HIS/HER) DEDICATION AND COMMITMENT TO EXCELLENCE EMBODIED THE SACRED TRUST BETWEEN HOSPITAL CORPSMEN AND THEIR SHIPMATES.*** (PETTY OFFICER NAME)'S EXCEPTIONAL PROFESSIONALISM, UNRELENTING PERSEVERANCE, AND LOYAL DEVOTION TO DUTY REFLECTED CREDIT UPON (HIM/HER) AND WERE IN KEEPING WITH THE HIGHEST TRADITIONS OF THE UNITED STATES NAVAL SERVICE.

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MONTH XXXX

FOR THE  
F. M. LAST  
REAR ADMIRAL, MEDICAL CORPS  
UNITED STATES NAVY  
CHIEF, BUREAU OF MEDICINE AND SURGERY

Enclosure (2)