



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

BUMEDINST 5450.214A  
BUMED-N1  
27 Apr 2026

BUMED INSTRUCTION 5450.214A

From: Chief, Bureau of Medicine and Surgery

Subj: MISSION, FUNCTIONS, AND TASKS OF NAVY MEDICINE READINESS AND TRAINING COMMAND PATUXENT RIVER MARYLAND

Ref: (a) BUMEDINST 5450.174B  
(b) BUMEDINST 6320.104  
(c) OPNAVINST 1000.16L  
(d) OPNAVINST 3120.32D  
(e) OPNAVINST 6400.1D

Encl: (1) Functions and Tasks of Navy Medicine Readiness and Training Command Patuxent River, Maryland  
(2) Medical Treatment Facility Directorates and Organizational Codes

1. Purpose. To publish the mission, functions and tasks of Navy Medicine Readiness and Training Command (NAVMEDREADTRNCMD) Patuxent River, Maryland (MD) and subordinate units under the mission established by references (a) through (e) and enclosures (1) and (2). This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. BUMEDINST 5450.214.

3. Mission. Maximize warfighter performance through optimized medical readiness tailored to operational requirements; enhance the readiness of the medical force to sustain expeditionary medical capability; train and develop the Navy Medicine Force.

4. Command Hierarchy. NAVMEDREADTRNCMD PATUXENT RIVER MD is a shore activity in an active operating status under a commanding officer (CO).

a. Command

Commanding Officer  
Navy Medicine Readiness and Training Command  
47149 Buse Road, Building 1370  
Patuxent River, Maryland 20670-1540

(SNDL: FH24) (UIC: 66098)  
(PLA: NAVMEDREADTRNCMD PATUXENT RIVER MD)

b. Echelon

- (1) Echelon 1: Chief of Naval Operations
- (2) Echelon 2: Chief, Bureau of Medicine and Surgery (BUMED)
- (3) Echelon 3: Commander, Naval Medical Forces Atlantic
- (4) Echelon 4: Commanding Officer, NAVMEDREADTRNCMD PATUXENT RIVER

MD

c. Immediate Superior in Command: None.

d. Area Coordination:

- (1) Area Coordinator: Commanding Officer, Naval Air Station Patuxent River
- (2) Regional Coordinator: Commandant, Naval District Washington

e. Office of the Chief of Naval Operations (OPNAV) Resource Sponsor

(1) Director, Military Personnel Plans and Policy (OPNAV N13) and Expeditionary Health Branch (OPNAV N4L4)

(2) Activity-level aggregation of estimated manpower cost.

(a) Military Personnel Navy: \$19.18 million

(b) Civilian Personnel: \$11.23 million

(c) Contractors: \$2.74 million

5. Supporting relationships

a. Administrative Support

(1) Expeditionary Medical Unit Patuxent River (UIC: 4387B)

(2) Navy Medicine Readiness and Training Unit (NAVMEDREADTRNUNIT) Dahlgren Virginia (VA) (UIC: 32639)

(3) NAVMEDREADTRNCMD PATUXENT RIVER Detachment (DET) Indian Head (UIC: 33329)

(4) NAVMEDREADTRNCMD PATUXENT RIVER DET Malcom Grow Andrews, MD  
(UIC: 35688)

- b. Operational Control: None.
- c. Additional Duty (To): None.
- d. Additional Duty (From): None.
- e. Memorandum of Agreement (MOA):

(1) MOA with Fleet Readiness Center Mid-Atlantic to provide ionizing radiation physicals exams.

(2) MOA with Naval Surface Warfare Center to provide ionizing radiation physicals exams.

(3) MOA with the 11<sup>th</sup> Medical Group for medical and dental space utilization to provide readiness functions.

(4) MOA with the National Capital Consortium for Graduate Medical Education Occupational and Environments Medicine Residence Program residence rotation.

(5) MOA with Fleet Air Reconnaissance FOUR to provide Personnel Reliability Program exams.

(6) MOA with Naval Survival Training Institute Aviation Survival Training Center to provide information technology (IT) network support.

(7) MOA with Expeditionary Exploitation Unit ONE for independent duty corpsman utilization.

(8) MOA with the Uniformed Services University to provide medicine and advance practice nursing training.

6. Obligations to External Entities. None.

7. Action. The Commanding Officer, NAVMEDREADTRNCMD PATUXENT RIVER MD will ensure performance of the functions and tasks in enclosure (1) and forward recommended changes via the chain of command to Commander, Naval Medical Forces Atlantic, per reference (a).


8. 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 Assistant for Administration, Directives and Records Management Division portal page at <https://portal.secnav.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 OPNAV Records Management Program (DNS-16).

9. Review and Effective Date. Per OPNAVINST 5215.17A, Manpower Plans and Business Policy (BUMED-N12) will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of War (DOW), Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 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.

10. Information Management Control. Reports required in paragraphs 5, 6, 7, and 8 of this instruction are exempt from reports control per Secretary of the Navy manual 5214.1 of December 2005, part IV, subparagraph 7k.

  
R. FREEDMAN  
Acting

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/>

FUNCTIONS AND TASKS OF NAVY MEDICINE READINESS AND TRAINING  
COMMAND PATUXENT RIVER MD

1. Key Functions. Subparagraphs 1a through 1n identify the key functions of NAVMEDREADTRNCMD PATUXENT RIVER MD within its area of responsibility (AOR).
  - a. Provides medical force assets to optimize health, performance, and resilience of operational forces.
  - b. Analyzes and adjusts medical force structure and productivity to meet the tailored-medical readiness needs of the operational units.
  - c. Serves as communication platform between commander, line medical assets, and Navy Medicine leadership.
  - d. Utilizes IT, research, and analytics to optimize decision making and readiness (e.g., virtual medical centers, etc.).
  - e. Provides support for established installations and tenant command medical readiness, care, and field support requirements. Act as a critical link for communication and tracking of the health readiness of installation, tenant, and area command needs. Provide additional support to emerging requirements of installation, tenant, and area commands based on mutual agreement and higher-level authority or direction.
  - f. Ensures medical force clinical currency and competency.
  - g. Ensures Expeditionary Medicine (EXMED) system medical currency and competency.
  - h. Coordinates clinical currency and force sustainment support to the operational medical force, including non-clinical skills and specialties.
  - i. Tracks and reports medical force readiness status to higher echelon authorities.
  - j. Manages requests for forces as directed by Chief, BUMED via the chain of command.
  - k. Negotiates memorandum of understanding (MOU) with partner institutions to facilitate mission needs and commander's intent.
  - l. Provides and coordinates information and contingency taskings with associated Defense Health Agency (DHA) medical treatment facilities (MTF).
  - m. Coordinates disaster preparedness exercises (e.g., for natural and medical disasters; chemical, biological, radiological, nuclear, and high explosives response; hostile or terrorist actions) and command participation in support of local area exercises.

n. Ensures the comprehensive medical readiness and resilience of the force through the management of the complete warfighter readiness lifecycle. This encompasses the oversight of the full-scope of policy defined Service medical readiness programs, including but not limited to: individual medical readiness; Service waivers; periodic and deployment related health assessments; suitability screenings for Sailors, Marines and their dependents; warfighter brain health; and the Medical Evaluation Board and Disability Evaluation System procedures. This authority extends to the support of all personnel, as needed, for whom the command holds medical cognizance, as defined in reference (b). The DHA, as a combat support agency, supports execution of these requirements, however the NAVMEDREADTRNCMD has ultimate Service authority and responsibility for ensuring execution, oversight, and reporting.

## 2. Functions and Tasks

a. Command Suite. Comprised of a CO, executive officer, and command master chief. Responsible and accountable for all aspects of the command. Ensures the effective and efficient performance of the functions and operations per U.S. Navy Regulations, the Manual of the Medical Department, and other directives issued by competent authority. Serves as primary medical point of contact for all commands aligned to the installation. Ensures readiness of all medical personnel and provides oversight of medical readiness of the personnel within the AOR. When directed, the CO may also serve as Director, Naval Health Clinic Patuxent River, MD under the administration and management of the DHA.

b. Special Assistants. These functions and tasks are performed by individuals with direct access to and supporting the CO. The CO may elect to devote a full-time equivalent in performance of the tasks and responsibilities or may designate the listed roles be performed as an additional or collateral duty by NAVMEDREADTRNCMD PATUXENT RIVER MD personnel. Program managers appointed or hired by the CO to coordinate and manage programs required by either the Navy or Navy Medicine's Inspector General (IG), such as safety manager, command managed equal opportunity officer, etc., are presumed to be special assistants unless classified otherwise by instruction or higher authority.

(1) Command Legal. Provides counsel and representation in matters relating to civil, criminal, military, and administrative law, ethics, litigation, claims, and legal matters directly to the CO and for component activities. Provides legal advice to staff members regarding questions arising in the performance of their official duties and other matters of legal readiness (e.g., wills, deployment readiness-related legal issues, etc.).

(2) Public Affairs Officer. Serves as the primary communications advisor to command leadership and administers the public affairs program with the commander's intent. Develop strategic communications strategies, manage media relations and crisis communications, support community outreach, and engage internal and external audiences. Coordinates with security and antiterrorism elements of NAVMEDREADTRNCMD PATUXENT RIVER MD and similar resources, especially regarding intentional and inadvertent information release concerns and

operations security. Supervises content production and digital media, to include the preparation, editing, and final review of information for release and management of web and social media platforms. Coordinates photographic coverage of historical, newsworthy and community-building events at NAVMEDREADTRNCMD PATUXENT RIVER MD.

(3) Comptroller

(a) Resource Management. Oversees financial and business operations of the NAVMEDREADTRNCMD PATUXENT RIVER MD. Advises the CO on issues pertaining to financial management, business operations, and financial data. Maintains accounting systems including appropriation, civilian payroll preparation, and travel processing. Maintains the official appropriation accounting records for the command ensuring general ledger accounting is performed within the guidelines of the DOW financial management regulations. Formulates and executes the command's expense operating budget.

(b) MOU and Support Agreements Office. Central coordinating function to review MOUs and support agreements (internal and external, reimbursable and non-reimbursable) between NAVMEDREADTRNCMD PATUXENT RIVER MD, Navy Medicine Readiness and Training Units (NAVMEDREADTRNUNIT), MTFs, and other agencies. Provides in-depth technical advice and recommends approval or disapproval of renewal agreements. Works with accounting and budget to ensure reimbursement methodology and accounting requirements are correctly articulated within the reimbursable agreements. Adheres to statutory requirements for non-reimbursable agreements requiring Institutional Review Board. Navy assurance, and data sharing involving personally identifiable information and prohibited health information. Provides technical assistance and coordination of cross-agency and cross-organization sharing agreements.

(c) Readiness Workload Collection. Coordinates with human resources and other NAVMEDREADTRNCMD elements to ensure usage of F and G-codes to capture readiness related time resource allocation, capturing readiness-related workload and cost pools. Transmits civilian time and attendance data per Defense Finance and Accounting System regulations.

(4) IG Inspection Coordinator. Tracks compliance with Navy and Navy Medicine IG inspection programs. Coordinates related external visits to NAVMEDREADTRNCMD PATUXENT RIVER MD and handles hotline complaints, and other command inquiries as directed.

(5) Occupational Safety Officer. Coordinates the accomplishment of the objectives of the Naval Occupational Safety and Health Program. Provides technical support including promotion of safety training and education in support of the operational and readiness mission. Maintains required data on accident investigation, analysis, reporting, hazard identification and control, proper use of personal protective equipment, safety instruction, and occupational safety and health surveys. Maintains familiarity with operational risk management.

(6) Pastoral Service. Serves as the direct advisor to the CO on all matters pertaining to religious, moral, ethical, and personal concerns of command staff, while maintaining confidentiality. Manages and facilitates the command religious program across all NAVMEDREADTRNCMD PATUXENT RIVER MD, and EXMED platforms in support of warfighter resiliency and spiritual readiness. Offers confidential spiritual care, religious and non-religious, to all command staff and their dependents, patients, and their families.

(7) Quality Management. DHA functions for all activities at NAVMEDREADTRNCMD PATUXENT RIVER MD. Serves as principal advisor to the commander for all aspects of clinical quality and patient safety related to non-NAVMEDREADTRNCMD, readiness-related healthcare operations. Includes medical staff services, healthcare risk management, patient safety program, accreditation and compliance, performance improvement, and command evaluation office.

(8) Senior Corps Representatives. Serve as corps' subject matter expert and facilitate related issues. Actively engage in regular meetings with Naval Medical Forces Atlantic and BUMED to discuss Corps direction and goals. Provide counsel to the CO and works with key stakeholders regarding practice, competency, education, training, and manpower issues, as needed. Provide advice and counsel regarding career development of Corps personnel assigned to the command to ensure readiness and skills sustainment in support of a ready medical force.

(9) Command Career Counselor. Serves as principal advisor to the CO and command master chief on enlisted career development. Plans, develops, and implements career information programs and policies for Naval Medical Forces Atlantic, incorporating relevant guidance from Navy Personnel Command, BUMED, and Naval Medical Forces Atlantic.

(10) Sexual Assault Prevention and Response Point of Contact. Serves as principal advisor to the CO on sexual assault prevention and response initiatives. Provides statistical data on sexual assault cases to Naval Medical Forces Atlantic and other regional command elements, as appropriate.

(11) Command Managed Equal Opportunity (CMEO) Program Manager. Serves as the principal advisor to the CO as command climate specialist and CMEO officer on all matters pertaining to military equal opportunity.

(12) Drug and Alcohol Program Advisor. Responsible to the CO for implementing the Navy Alcohol and Drug Program. Conducts onboard administrative screenings directed by the CO, coordinates or assists in conducting command awareness education, assists in monitoring aftercare, prepares required reports and correspondence, and serves as the command's self-referral agent.

c. Directorate for Administration. Led by the milestone-slated director for administration, the directorate is responsible to the CO for administrative matters related to human capital and total force management in support of NAVMEDREADTRNCMD PATUXENT RIVER MD, EXMEDs, and supported command stakeholders. Administers relevant Navy command programs included within command inspection areas of review by the Navy IG. Executes the COs intent via oversight and technical assistance for the effective and efficient management of military and administrative operations of the NAVMEDREADTRNCMD PATUXENT RIVER MD. Coordinates and directs policies and procedures related to NAVMEDREADTRNCMD PATUXENT RIVER MD administration. Manages the preparation, tasking, and response process from higher authority to subordinate units. The Directorate for Administration consists of the listed elements in subparagraphs 2c(1) through 2c(9):

(1) Human Resources. Analyzes work processes and identifies the right number and mix of staff to provide directorate operations and services. Provides manpower to authorized billets to support NAVMEDREADTRNCMD PATUXENT RIVER MD and its subordinate units. These functional areas are broken down further:

(a) Manpower. Assists in planning, analyzing, and monitoring of manpower assets for directorates within NAVMEDREADTRNCMD PATUXENT RIVER MD and subordinate commands. Interprets and analyzes manpower directives to ensure compliance and consistency.

1. Provides consultation and professional guidance to subordinate commands on various manpower reports and systems, such as the Activity Manpower Document and the Total Force Manpower Management System.

2. Coordinates with Naval Medical Force Atlantic for execution of manpower requests and human resource system resolution.

3. Prioritizes manpower requirements based on readiness and mission requirements, and personnel executability; and translates authorizations into a demand signal for personnel, training, and education processes.

4. Under the direction of higher authority, manages organizational design efforts for the command. Serves as the single point for organizational reporting.

(b) Personnel. Provides administrative and program support essential to the direction and operational readiness of military and civilian personnel programs.

1. Fulfills duties of command pay and personnel administrator. Administers the command's special pays program for NAVMEDREADTRNCMD PATUXENT RIVER MD personnel and serves as unit pay and personnel administrator. Ensures all aspects of pay and personnel support are accomplished through coordination with personnel and Transaction Service Center and familiarity with relevant directives and manuals.

2. Provides consultation and guidance on military and civilian personnel issues to include retention, advancement, retirement, staffing and assignments, compensation management (civilian), career management, and performance management.

3. Tracks and manages personnel data within information systems including the Defense Medical Human Resources System – internet (DMHRSi), Individual Augment Portal, Defense Civilian Personnel Data System, Personnel Security Program, and other human resource systems as required.

4. Coordinates with Naval Medical Forces Atlantic for execution of manpower requests and human resource system resolution and ensures “Fit-to-Fill” policies are executed and reports metrics to higher authority, as required.

5. Liaises with Naval Medical Forces Atlantic, DHA, and other higher authorities on civilian and military personnel requests and human resource system issue resolution, as directed.

6. Administers the Navy military and civilian command awards programs, in conjunction with the CO and necessary delegates, including the awards board, equal employment opportunity and CMEO representative(s), public affairs, etc., as directed.

7. Ensures oversight and execution of decedent affairs and personnel casualty reporting responsibilities are carried out per applicable Service instructions.

(2) Logistics. Provides logistical management support, coordination, oversight, and direction to NAVMEDREADTRNCMD PATUXENT RIVER MD supported activities in collaboration with DHA. Provides functional guidance and assessment of military and other logistical materiel systems used. Provides oversight and direction to NAVMEDREAD-TRNCMD PATUXENT RIVER MD supported activities on medical logistics support systems, contractual agreements, information architecture, and technologies necessary to perform their mission. Reviews and validates user requirements to include training system availability to reflect changing fleet requirements. Ensures any major change requirements are reflected in the appropriate contracting vehicles and are included in budget models for out-of-year planning purposes. Coordinates operations and maintenance and other procurements equipment budget submissions.

(a) Procurement. Manages the procurement, storage, and shipping of collateral equipment required as part of facilities construction or renovation. Tracks budget of collateral equipment required as part of facilities construction or renovation in coordination with Navy Region Health Facility Planning Projects Officer and Resource Management. Manages and supervises the appropriate use of government purchase card accounts for assigned personnel.

(b) Equipment Management. Coordinates the collateral equipment requirements, budget estimates, and procurement strategies for all new construction and existing facility major modernization projects within the NAVMEDREADTRNCMD PATUXENT RIVER MD AOR. Reviews and coordinates the BUMED triennial equipment inventory.

(c) Materiel Management. Plans, administers, directs, and controls all aspects of supply, contracting, and equipment management within NAVMEDREADTRNCMD PATUXENT RIVER MD scope of mission and function.

(3) Operations Management

(a) Operations Management. Provides administrative management support services for effective, efficient command operations including mail distribution, transportation, and quarterdeck operations within NAVMEDREADTRNCMD PATUXENT RIVER MD.

(b) Security. Implements the Command's physical security program. Provides technical support and oversight of NAVMEDREADTRNCMD PATUXENT RIVER MD and subordinate units' physical security, anti-terrorism and force protection, insider threat program, and other policy, guidance, information, procedures, and responsibilities for the protection of military personnel, facilities, and equipment within NAVMEDREADTRNCMD PATUXENT RIVER MD against terrorist and active attacker acts. Coordinates installation access and safety with related offices, to include command pass coordinator, command personnel security manager, command safety office, installation emergency response, and watch-standers, as applicable.

(4) Information Management. Executes information management and technology policies and programs for NAVMEDREADTRNCMD PATUXENT RIVER MD and supported activities. Acts as liaison between subordinate commands, operational medical forces within AOR, Reserve forces, and information management and IT regional representatives. Oversees the identification, development, and governance submission of Navy medical readiness information management and IT requirements within AOR. Ensures cyberspace IT and cybersecurity workforce core workforce training, certification, education, and management requirements are identified and tracked within AOR per Department of the Navy direction. Ensures the NAVMEDREADTRNCMD PATUXENT RIVER MD IT service requirements are identified and maintained according to the DOW technology and information standards and needs, in support of Navy Service requirements.

(5) Facility Management. Manages NAVMEDREADTRNCMD PATUXENT RIVER MD facility lifecycle management and modernization, sustainment, and restoration program. Conducts, analyses, and produces documentation to support military construction planning, design, programming, and funding. Provides guidance and consultation for facilities management proposals and recommends funding for special projects, including flexible space requirements and installation in coordination with DHA.

(6) Patient Administration. Provides administrative oversight, coordination, and support for clinical operations within the facility. Functions include inpatient and outpatient administration, transcription service, medical records processing, tumor registry, admissions, dispositions, medical evaluation boards, medical cognizance oversight, the Secretariat Designee Program, decedent affairs, birth registration, eligibility determination, aero-medical evacuation administration, vital statistics reporting, and coding. Directs and manages the medical evaluation board process, temporary disability retired list, and temporary limited duty administration for military members.

(7) Plans, Operations, Medical Intelligence. Manages oversight of force knowledge, skills, and abilities sustainment pertaining to: level of clinical competency related to workload, NAVMEDREADTRNCMD PATUXENT RIVER MD requirements and Service-specific functions (e.g., medical boards), military-required and specified training (e.g., firefighting and rifle training), and EXMED training for clinical and non-clinical skills to meet the requirements of EXMEDs. Includes individual readiness, including medical and physical fitness, training, administrative, personal, and family readiness. Communicates requirements and deficiencies to the human resources department to address staffing assignments. Communicates the overall individual readiness of personnel to operational EXMED leadership. Oversees completion of operational readiness training requirements for assigned personnel consistent with current Naval Training Systems Plans (e.g., advance trauma life support; tactical combat casualty care; trauma nurse core course; enroute care; weapons qualifications; chemical, biological, radiological, nuclear, explosives, etc.) in coordination with other NAVMEDREADTRNCMD PATUXENT RIVER MD office elements (e.g., Directorate for Administration departments, etc.). Manages operational readiness training libraries and portfolios. In coordination with the Surgeon General of the Navy\Chief, BUMED, and the human resources or personnel office, facilitates the operational currency and competency requirements of EXMEDs aligned to NAVMEDREADTRNCMD PATUXENT RIVER MD. Communicates the overall operational readiness of medical personnel to EXMED commanders.

(a) Platform Management. Serves as the critical linkage between NAVMEDREADTRNCMD PATUXENT RIVER MD's deployable forces and BUMED, associated MTFs, U.S. Fleet Forces Command and supported combatant commanders across the globe via the region chain of command. Provides liaison function to supported commands through the execution of the Navy Medicine Augmentation Program (NMAP) training, preparation, deployment, and support cycle. Coordinates training dates, MTF participation, message traffic, and logistical issues associated with NMAP. Conducts readiness reviews of sourcing commands to verify NMAP readiness and overall program conformity. Reviews, validates, and determines the sourcing and tasks as appropriate all for military temporary support requests within the NAVMEDREADTRNCMD PATUXENT RIVER MD.

(b) Readiness Reporting. Executes readiness reporting for all operational units assigned to the NAVMEDREADTRNCMD PATUXENT RIVER MD. Ensures staff are adequately trained in Expeditionary Medicine Platform Augment, Readiness, and Training

System (EMPARTS) and the Defense Readiness Reporting System. Ensures members are assigned to EXMEDS and receive notification of readiness and training requirements. Tracks the CO's assessments for each operational unit within NAVMEDREADTRNCMD PATUXENT RIVER MD to ensure they are updated and approved by the unit's commander monthly. Continually monitors EMPARTS to ensure data accuracy and EXMED assignments. Reports discrepancies to Chief, BUMED via Naval Medical Forces Atlantic as needed. Performs operational readiness evaluations of EXMEDs in coordination with Naval Medical Forces Atlantic readiness and training elements.

(c) Partnership Integration. Liaison function, in coordination with the DHA, in the establishment of joint partnerships between NAVMEDREADTRNCMD PATUXENT RIVER MD, DHA, and other organizations and facilities (e.g., other MTFs, Department of Veterans Affairs, civilian hospitals, community facilities) to maximize readiness of medical personnel and maintain experience required for clinical and non-clinical KSAs. Evaluates the training readiness needs of the assets and reviews cooperative agreements to provide sharing and understanding in support of readiness.

(8) Reserve Programs. The RPD oversees and manages Reserve resources to ensure their readiness and effectiveness as a vital component of BUMED. In coordination with external and internal stakeholders, develop and implement strategic plans, manage financial resources, and oversees training requirements to align with organizational goals. Coordinates responses to crises and emergencies as a key liaison between Reserve units and the command. Additionally, communicates the value and contributions of Reserve resources to stakeholders, which is critical in ensuring these assets are a capable and effective force that supports the command's mission and operations worldwide.

(9) Health Care Business. The directorate aims to optimize healthcare delivery and ensure efficient use of resources within the TRICARE and MTF networks. Navy personnel are assigned to the Health Care Business Department to ensure garrison access to care for active duty Service members and their families are meeting established timelines and requirements. Functions include:

- (a) TRICARE Operations Department
- (b) Case Management
  - 1. Medical management lead for the facility regarding case management, disease management, and utilization management.
  - 2. Tracks active duty inpatient admissions and report status to leadership, DOW medical liaisons, commands, and medical team; support readiness and duty determinations for Service members.

3. Case management limited duty to determine need for case management services. Support coordination of care for remote or complex limited duty cases requiring extensive specialty and network care.

(c) DHA led departments include: utilization management and patient relations.

d. KSA Management. The Chief, BUMED approved a two-directorate structure for five specific NAVMEDREADTRNCMDs and NAVMEDREADTRNUNITs to describe Navy Medicine readiness functions outside of healthcare delivery, consisting of a Directorate of Administration and an Expeditionary Medicine Directorate. The remaining NAVMEDREADTRNCMDs and NAVMEDREADTRNUNITs will consist of one directorate. However, the integration with DHA healthcare operations and validating the uniformed functional requirement to maintain a skilled and ready medical force is paramount. Therefore, the remaining directorates and healthcare functions are integrated with DHA MTF operations and found in enclosure (2) of this mission, functions, and tasks document. Standard organizational codes utilized will encompass the NAVMEDREADTRNCMD directors as well as MTF unique nomenclature.

MEDICAL TREATMENT FACILITY DIRECTORATES  
AND ORGANIZATIONAL CODES

1. Directorate for Health Services. Oversee the delivery of medical services, including primary and specialty care, to eligible beneficiaries. Ensures care is provided per hospital policy and standards. A wide range of specialty medicine care is provided to active-duty Service members, TRICARE dependents, and veterans with primacy placed on active-duty access to care. Navy personnel are assigned to this directorate to ensure their clinical competency and KSA attainment in support of their EXMED assignment or their community's normal sea-shore rotation. Inclusion of the veteran population provides a wide spectrum of pathology which supports maintenance of clinical competency and KSAs. The directorate includes several departments and clinics, providing services such as:

- a. Optometry
- b. Flight Medicine
- c. Family Medicine
- d. Medical Readiness Center
- e. Mental Health
- f. Substance Abuse

2. Directorate for Clinical Support Services. Provides efficient and effective clinical support services to patients and staff providers. These departments provide diagnostic services, manage medications, offer physical therapy, and operate imaging services to support patient care. Navy personnel are assigned to this directorate to ensure their clinical competency and KSA attainment in support of their EXMED assignment or their community's normal sea-shore rotation. Clinical support functions also ensure garrison access to care for active-duty Service members and their families to ensure Service medical readiness requirements are met. Oversee various clinical support departments while ensuring accreditation. The directorate includes:

- a. Laboratory and Clinical Pathology Department
- b. Pharmacy Department
- c. Physical Therapy Department
- d. Radiology Department

3. Directorate for Dental Services. Led by the milestone-slated chief dental officer, the directorate is responsible to the CO for the provision of dental care to eligible beneficiaries. Navy personnel are assigned to this directorate to ensure their clinical competency and KSA attainment in support of their EXMED assignment or their community's normal sea-shore rotation. This includes the general dentistry department.

4. Directorate of Public Health. Coordinates and directs prevention services and related functions to maintain operational readiness and prevent disease and injury. Aims to prevent disease and injury, promote healthy lifestyles, and ensure a safe and healthy environment for active duty and Federal employees. Navy personnel are assigned to this directorate to ensure their clinical competency and KSA attainment in support of their EXMED assignment or their community's normal sea-shore rotation. The majority of service lines in this directorate are considered military essential and are ensuring Navy Service readiness and installation support requirements are met. The directorate includes:

- a. Industrial Hygiene Department
- b. Occupational Medicine Department
- c. Preventive Medicine Department

5. Directorate for Professional Education. Responsible for tracking compliance with training programs, providing direction for ongoing growth and development, and managing education services. The directorate provides high-quality education and training to assigned personnel and supported activities, ensuring they are competent and ready to deliver patient care in a variety of settings. Tracks compliance via Learning Management System coordinator, for all professional, operational, and other required training programs for NAVMEDREADTRNCMD PATUXENT RIVER MD personnel. The directorate is tasked with managing full array of resuscitative medicine courses, operational readiness training requirements, and coordinating skills sustainment of assigned search and rescue personnel through installation search and rescue squadron. The directorate includes:

a. Professional Military Education. Provides and implements a centralized training plan for continuous professional military education, including:

- (1) Developing and maintaining an understanding of EXMED capability.
- (2) Promoting specific Service courses and tracking personnel development.

b. Staff Education and Training. Supports education and training programs and efforts for NAVMEDREADTRNCMD PATUXENT RIVER MD personnel to include continuing health education, staff development, and facilitation of resource sharing across commands (e.g., training, equipment, simulation, instructor support). Assists in the coordination of full array of resuscitative medicine courses. Serves in a supporting relationship with MTF for such training

requirements (e.g., basic life support, advance life support, pediatric advance life support, etc.). Where training opportunities exist but are controlled by outside entities (e.g., enroute care, medical regulation course, etc.), serves as ongoing point of contact and disseminates information to NAVMEDREADTRNCMD PATUXENT RIVER MD members on how to register for courses held at distributed training sites.

(1) Coordinates scheduling, monitors completion, and reports status of required military training for medical personnel (e.g., general military training). NAVMEDREADTRNCMD PATUXENT RIVER MD will be responsible for Service-specific training requirements, to include staff compliance with professional medical requirements and credentials specific to the Navy. Oversees, documents, and reports on the status of individual medical specialty KSA completion.

(2) Leads, coordinates, and tracks NAVMEDREADTRNCMD PATUXENT RIVER MD specific staff requirements to support partnership engagements to achieve readiness training requirements (that cannot be fulfilled by the supporting MTF) to include training affiliation agreements, etc.

(3) Procures, maintains, and manages medical training supplies and equipment allocated to support NAVMEDREADTRNCMD readiness, education, and training requirements.

(4) Maintains and sustains a training cadre to support NAVMEDREADTRNCMD PATUXENT RIVER MD operational readiness requirements in conjunction with other elements of the NAVMEDREADTRNCMD PATUXENT RIVER MD structure for tracking, coordination, etc.

(5) Coordinates with other elements of the NAVMEDREADTRNCMD PATUXENT RIVER MD (e.g., expeditionary medicine, etc.) to support the command's training exercise and employment plan.

6. Directorate of Branch Clinics. Oversee all activities at the branch health clinics that care for eligible beneficiaries in the local area as well as provide readiness, duty determinations, and other coordinated support for Service members at remote or Reserve duty stations throughout medical cognizance. This directorate includes:

a. NAVMEDREADTRNUNIT DAHLGREN VA. NAVMEDREADTRNUNIT DAHLGREN VA is led by a milestone-slated officer in charge and has a separate mission, functions, and tasks instruction.

b. Branch Health Clinic Indian Head

(1) Administration

(2) Family Medicine

(3) General Dentistry

(4) Medical Readiness Center

(5) Primary Care

(6) Public Health

c. Branch Health Clinic Malcom Grow Andrews

(1) Administration

(2) Family Medicine

(3) Flight Medicine

(4) General Dentistry

(5) Medical Readiness Center

(6) Primary Care