



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

BUMEDINST 5450.252
BUMED-N1
8 Aug 2025

BUMED INSTRUCTION 5450.252

From: Chief, Bureau of Medicine and Surgery

Subj: MISSION, FUNCTIONS, AND TASKS OF NAVY AND MARINE CORPS FORCE
HEALTH PROTECTION COMMAND PORTSMOUTH, VIRGINIA

Ref: (a) BUMEDINST 6240.12A
(b) BUMEDINST 6210.4A
(c) BUMEDINST 5450.174B

Encl: (1) Functions and Tasks of Navy and Marine Corps Force Health Protection Command

1. Purpose. To define the mission, functions, and tasks of Navy and Marine Corps Force Health Protection Command (NAVMCFORHLTHPRTCMD PORTSMOUTH VA) as prescribed by mission defined in references (a) through (c) and enclosure (1).

2. Cancellation. NAVMEDEASTINST 5450.20A.

3. Mission. Maximizing readiness of the Navy and Marine Corps through force health protection strategies, solutions, and expeditionary public health support addressing occupational and environmental health threats.

4. Command Hierarchy. NAVMCFORHLTHPRTCMD PORTSMOUTH VA is an echelon 4 shore activity in an active status under a commander.

a. Command

Commander
Navy and Marine Corps Force Health Protection Command
620 John Paul Jones Cir Ste 1100
Portsmouth, Virginia 23708-1100

(SNDL: FH26) (UIC: 68546)
(PLA: NAVMCFORHLTHPRTCMD PORTSMOUTH VA)
(Activity Code: 5095-200)

b. Echelon

(1) Echelon 1: Chief of Naval Operations

- (2) Echelon 2: Chief, Bureau of Medicine and Surgery
- (3) Echelon 3: Commander, Naval Medical Forces Atlantic
- (4) Echelon 4: Commander, NAVMCFORHLTHPRTCMD PORTSMOUTH VA

c. Immediate Superior in Command of:

(1) Navy Bloodborne Infection Management Center, Bethesda, Maryland (Unit Identification Code (UIC): 68591)

(2) Naval Dosimetry Center, Bethesda, Maryland (UIC: 48539)

(3) Navy Drug Screening Laboratory, Great Lakes, Illinois (UIC: 68849)

(4) Navy Drug Screening Laboratory, Jacksonville, Florida (UIC: 68850)

(5) Navy Entomology Center of Excellence, Jacksonville, Florida (UIC: 62873)

(6) Navy Environmental and Preventative Medicine Unit No 2, Norfolk, Virginia (UIC: 63117)

(7) Navy Environmental and Preventative Medicine Unit 5, San Diego, California (UIC: 0546A)

(8) Navy Environmental and Preventative Medicine Unit 6, Pearl Harbor, Hawaii (UIC: 0545A)

(9) U.S. Navy Environmental and Preventative Medicine Unit 7, Rota, Spain (UIC: 62920)

d. Area Coordination. Commander, Navy Region Mid-Atlantic.

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

(1) Director, Military Personnel Plans and Policy (OPNAV N13), Chief of Navy Reserve (OPNAV N095), and Expeditionary Health Branch (OPNAV N4L4)

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

(a) Military Personnel Navy: \$16.48 million

(b) Reserve Personnel Navy: \$510,000

(c) Civilian Personnel: \$16.5 million

5. Supporting relationships: Relationships of a special, continuing nature including administrative control, operational control, and official additional duty assignments.

a. Additional duty to relationship with:

- (1) Commander, U.S. Fleet Forces Command
- (2) Commander, U.S. Pacific Fleet
- (3) Commander, U.S. Naval Forces Europe and Africa
- (4) Commander, U.S. Naval Forces Central Command
- (5) Commander, U.S. Naval Forces Southern Command
- (6) Commander, Submarine Force Pacific
- (7) Commander, Submarine Force Atlantic
- (8) Commander, Naval Surface Force, U.S. Pacific Fleet
- (9) Commander, Naval Surface Force Atlantic
- (10) Commander, Naval Air Force, U.S. Pacific Fleet
- (11) Commander, Naval Air Force Atlantic
- (12) Headquarters, Marine Corps
- (13) Commander, Naval Safety Command
- (14) Naval Sea Systems Command Operational Support Field
- (15) Center for Disease Control and Prevention

b. Memorandum of Agreement (MOA) or Memorandum of Understanding:

(1) Receives support from Naval Station Norfolk to cover weapons storage in support of weapons qualification, issuance, and rapid mobilization of Forward-Deployable Preventive Medicine Units (FDPMU).

(2) MOA 21NR002 between Director, Naval Medical Center Portsmouth and NAVMCFORHLTHPRTCMD PORTSMOUTH VA to detail the specific host and tenant services to be provided by Naval Medical Center Portsmouth to NAVMCFORHLTHPRTCMD PORTSMOUTH VA and to Navy Environmental Preventive Medicine Unit 2.

6. Obligations to external entities:

a. Overseas or Host Nation Agreements: None.

b. Inter-Service Support Agreements:

(1) Defense Health Agency (DHA) – Bureau of Medicine and Surgery (BUMED), Navy and Marine Corps Force Health Protection Center Direct Support Agreement (DHA Agreement # DHA-2022-R-2350, ETMS2 # DHA-2220915-MQRS).

c. List functions currently contracted: None.

d. Hosts tenant activities: Receives support from Naval Medical Center Portsmouth to sublease office space for NAVMCFORHLTHPRTCMD PORTSMOUTH VA personnel and other commands as deemed necessary.

7. Action. NAVMCFORHLTHPRTCMD PORTSMOUTH VA will execute the assigned mission, functions, and tasks. NAVMCFORHLTHPRTCMD PORTSMOUTH VA will update this directive every 8 years.

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 (DON) 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 Policy (BUMED-N12) will review this instruction annually around the anniversary of its issuance date

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to ensure applicability, currency, and consistency with Federal, Department of Defense (DoD), 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.



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 AND MARINE CORPS FORCE HEALTH
PROTECTION COMMAND

1. Functions: NAVMCFORHLTHPRTCMD PORTSMOUTH VA staff will execute their functions and tasks to support the Surgeon General, who performs the duties of Chief, Bureau of Medicine and Surgery, in meeting naval warfighting readiness requirements. Provide worldwide force health protection services to the DON, Military Health System (MHS) stakeholders, and Joint Forces. Provide unique, technical, and comprehensive public health expertise in occupational health, industrial hygiene, hearing conservation, environmental health, preventive medicine, population health, entomology, risk communication, and drugs of abuse testing in support of DON, MHS stakeholders, and the Joint Forces. Maintain a health surveillance capability to monitor the health of naval forces worldwide. Enhance operational force readiness for naval forces by diagnosing and detecting health problems and health hazards, conducting public health assessments, and providing treatment and prevention recommendations.

2. Tasks

a. Support FDPMPUs.

(1) Appoint in writing FDPMPU team leads for unit leadership, oversight, and the execution of the FDPMPU mission essential task list ensuring completion of all training evolutions set forth by the Navy Training Systems Plan, FDPMPU.

(2) Appoint in writing a FDPMPU readiness training officer.

(3) Ensure the doctrine, policy, readiness, training, and equipment for the FDPMPU support dynamic occupational and environmental health requirements, to include occupational and environmental health site assessments.

(4) Monitor mission readiness within the established readiness reporting systems in support of FDPMPUs.

(5) Provide subject matter experts (SME) to support annual Readiness and Cost Reporting Program (RCRP) periodic reviews.

(6) Ensure appropriate staff establish accounts in respective readiness reporting systems (e.g., Expeditionary Medicine Platform Augmentation Readiness System (EMPARTS), RCRP, and Defense Readiness Reporting System – Strategic (DRRS-S)).

(7) Submit DRRS-S reports for any unit unable to submit a report within the required time limits. Do not change the reported readiness levels nor delay submission of reports by unit officer in charge.

b. Provide environmental health support to operational naval forces and installations.

(1) Provide public health advice and consultative services for drinking water quality including: risk assessment and risk communication; review of drinking water sampling and compliance data; public health assistance on preparation of consumer confidence reports and public notifications; health-related recommendations when water does not meet U.S. water quality standards; consultations in the event of an exceedance of a maximum contaminant level, action level, health advisory level, or other promulgated drinking water quality standard.

(2) Provide occupational and environmental medicine and industrial health technical and scientific SME reach-back support to the BUMED emergency management (EM) program.

(3) Provide technical assistance as requested, to acquisition programs in evaluating potential health risks as they prepare for weapons systems explosives safety review board (WSESRB) review of their program and in resolving WSESRB review findings for environmental, safety, and occupational health issues.

(4) Assign SMEs to provide public health advice and consultation for water quality concerns, formal public health risk assessments, and risk communication support as requested.

(5) Provide afloat drinking water advice and consultation including specific guidance for medical surveillance of a ship's water system.

(6) Provide health hazard assessments upon request to Navy and Marine Corps acquisition program managers, shore activities, ships, and other operational commands.

(7) Conduct health risk assessments for DoD Components when there is a scientifically plausible likelihood of a significant long-term health risk from a past environmental exposure to military personnel or civilians resulting from living or working on military installations. This includes risk communication, health surveillance, health data analysis (epidemiology), recordkeeping, and reporting.

(8) Conduct health impact assessments overseas in coordination with the DoD Component, geographic combatant commander, and the DoD lead environmental component, for the determination of a substantial impact to human health and safety due to environmental contamination.

(9) Conduct disease cluster investigations because of occupational and environmental exposures as requested.

(10) Ensure occupational medicine and industrial health support for the EM program is consistently aligned with the governing standards and policies.

(11) Liaise with acquisition programs that impact or interact with Naval Air Systems Command and Naval Sea Systems Command programs.

(12) Coordinate with the Agency for Toxic Substances and Disease Registry (ATSDR) concerning ATSDR's legally mandated health-related activities, including public health assessments, public health consultations, health surveys and investigations, toxicology databases, emergency response, and health education.

(13) Serve as the executive agent for the Defense Occupational Environmental Health Readiness System (DOEHRS – Industrial Hygiene (IH) – Environmental Health (EH) platform and functionality, including DOEHRS mobile for in garrison and deployed units per reference (a).

c. Support the DoD with Laboratory Services.

(1) Ensure Navy Bloodborne Infection Management Center supports execution and quality assurance of force-wide Human Immunodeficiency Virus (HIV), Hepatitis B Virus, and Hepatitis C Virus testing; provides centralized data management of testing results; facilitates tracking of Active Component personnel infected with HIV, Hepatitis B Virus, or Hepatitis C Virus; and designate the HIV Evaluation and Treatment Unit or healthcare facility that will perform the medical evaluation and epidemiological assessment of personnel who initially test positive. NAVMCFORHLTHPRTCMD PORTSMOUTH VA will receive a copy of CDC Form 50.42A for each newly diagnosed HIV case from the HIV Evaluation and Treatment Unit.

(2) Provide assistance to DoD, Navy, and Marine Corps Drug Demand Reduction Program managers, and other civilian and military agencies on matters regarding drug positives and Navy testing technical issues as a SME.

(3) Provide Navy drug testing technical policy guidance, direction, coordination, and oversight for program-wide research, provide all aspects of quality assurance monitoring, maintain a standard operating procedure manual, and provide resource oversight to assist with staffing, equipping, and maintaining the Navy drug screening labs.

d. Provide preventive medicine support to naval forces worldwide.

(1) Serve as the DON's medical and public health surveillance hub to enhance readiness and support BUMED's EM program.

(a) Determine DON's baseline medical surveillance and reporting requirements.

(b) Maintain medical event surveillance and reporting procedures guidance in a command technical manual.

(c) Evaluate the Navy's medical surveillance and medical event reporting programs periodically, and recommend policy, program, or system changes to the Surgeon General/Chief, BUMED.

(d) Provide subject matter expertise to support Navy Medicine's training programs and the command evaluation program described in BUMED's Command Inspection Program.

(2) Be prepared to assist in on-going pandemic preventive medicine operations.

(a) Provide public health (e.g., preventive medicine, occupational health, industrial hygiene, risk communication, etc.) technical expertise and reach-back support to Navy Medicine.

(b) Provide subject matter expertise on enhanced medical surveillance activities (e.g., healthcare worker surveillance or exposure surveillance) in alignment with current scientific and public health knowledge.

(3) Ensure NAVENPVNTMEDUs provide tuberculosis surveillance and control technical support as needed to all Navy and Marine Corp units in their geographic area of responsibility.

(4) Ensure NAVENPVNTMEDUs conduct or facilitate contact investigations of all active tuberculosis cases within the DON in their area of responsibility.

e. Serve as technical representatives in public health policy and decision-making entities as requested.

(1) Appoint two SMEs to serve as the NAVMCFORHLTHPRTCMD PORTSMOUTH VA representatives to the Commander, Navy Installations Command Water Quality Oversight Council staff.

(2) Appoint drinking water SME(s) to the Navy's overseas sanitary survey teams as the medical lead assessor acting as a representative for BUMED.

(3) Participate in and monitor working groups, conferences, and technologies that impact programmatic occupational safety and health issues.

(4) Participate in standard setting, and public health professional societies and working groups, as time and budget permits.

(5) Provide technical representation to working groups and committees as tasked by BUMED or higher authority.

(6) Provide a representative to the DoD Biochemical Testing Advisory Board.

(7) Provide designated representative(s) to serve as SME and advisor for the Readiness Functional Control Board Working Group.

(8) Act as BUMED's technical representative at DoD and Tri-Service meetings when joint medical surveillance requirements are deliberated.

(9) Participate in biweekly meetings of the WSESRB and other meetings as requested.

f. Create, review, or deliver training and curricula in specific public health topics.

(1) Act as course curriculum model manager to deliver and update Catalog of Navy Training Courses, course B-322-1073, as required by current education and training processes.

(2) Provide EM-related risk communication support and training.

(3) Develop doctrine and procedures for completing occupational and environmental health site assessments and provide guidance and training to Navy and Marine Corps preventive medicine personnel.

(4) Provide DOEHRS-IH and DOEHRS-EH initial and sustainment training, and ongoing technical support to ensure water system surveillance data is entered into the applicable system.

g. Manage specific public health programs.

(1) Appoint in writing a NAVMCFORHLTHPRTCMD PORTSMOUTH VA FDP MU program manager. Responsible for ensuring baseline individual and platform-specific training requirements completion, monitoring overall FDP MU training compliance, and readiness. Ensure execution of training and exercise employment plan for units assigned.

(2) Provide support to the Office of Drug Demand Reduction Program as an executive agent for managing contracts through Navy contracting on major equipment procurement, maintenance, and supply contracts.

(3) Provide program management services, comprehensive risk communications training and incident-specific toxicology and risk-communications support through the generation and review of communications materials, data analysis, and participation in meetings with internal and external audiences to entities including but not limited to Base Realignment and Closure Program, Naval Facilities Engineering Systems Command, and Commander, U.S. Fleet Forces Command.

(4) Serve as the Ship Sanitation Certificate Program SME, and program manager executing tasks detailed reference (b).

h. Update and provide public health guidance.

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(1) Maintain currency of the publication NMCPHC-TIM 6250.1, Navy Marine Corps Public Health Center Guide to Malaria Prevention and Control.

(2) Maintain and update NAVMED P-5010-5, NAVMED P-5010-6, BUMEDINST 6240.12, TB MED 577/NAVMED P-5010-10/AFMAN 48-138_IP.

(3) Maintain currency of the publication, HIV-Sexually Transmitted Infections Prevention Guideline: Sexual Partner Services.

(4) Publish and maintain technical manuals on industrial health, occupational medicine, and occupational audiology subjects including, but not limited to, occupational medicine field operations, reproductive hazards, industrial health field operations, hearing conservation and readiness program, blood-borne pathogen exposure prevention, heat and cold stress, and the Occupational Medical Surveillance Procedures Manual and Medical Matrix, with its companion software product Medical Matrix Online.