



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

BUMEDINST 5450.255
BUMED-N1
13 Jan 2026

BUMED INSTRUCTION 5450.255

From: Chief, Bureau of Medicine and Surgery

Subj: MISSION, FUNCTIONS, AND TASKS OF NAVY MEDICINE OPERATIONAL
TRAINING COMMAND

Ref: (a) OPNAV M-5100.23 of 18 June 2024
(b) BUMEDINST 5100.13G
(c) BUMEDINST 5040.2E
(d) BUMEDINST 5200.13C
(e) OPNAVINST 1510.10E
(f) OPNAVINST 5350.4E
(g) NAVEDTRA 140C of 29 April 2024
(h) OPNAVINST 6110.1K
(i) BUMEDINST 5450.174B

Encl: (1) Functions and Tasks of Navy Medicine Operational Training Command
(2) List of Support Agreement Relationships

1. Purpose. To define the mission, functions, and tasks of Navy Medicine Operational Training Command (NAVMEDOPTRACMD) as prescribed by mission defined in references (a) through (i) and enclosures (1) and (2).

2. Cancellation. NMETLCINST 5450.7.

3. Mission. Develop, educate, train, and qualify healthcare professionals and warfighters to optimize human performance, survivability, and trauma response enabling operational readiness and maritime dominance.

4. Command Hierarchy. NAVMEDOPTRACMD is a shore activity in an active status under a commanding officer.

a. Command

Commanding Officer
Navy Medicine Operational Training Command
220 Hovey Road
Pensacola, Florida 32508-1047
(SNDL: FH18) (UIC: 0751A)
(PLA: NAVMEDOPTRACMD PENSACOLA FL)

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 Development Command (NAVMEDFORDEVCOM)
- (4) Echelon 4: Commanding Officer, NAVMEDOPTRACMD

c. Immediate Superior in Command of:

- (1) Officer in Charge, NAVMEDOPTRACMD Detachment (DET), Naval Aerospace Medical Institute, Pensacola, Florida (Unit Identification Code (UIC): 32399)
- (2) Officer in Charge, NAVMEDOPTRACMD DET, Naval Undersea Medical Institute, Groton, Connecticut (UIC: 35977)
- (3) Officer in Charge, NAVMEDOPTRACMD DET, Surface Warfare Medical Institute, San Diego, California (UIC: 31380)
- (4) Officer in Charge, NAVMEDOPTRACMD DET, Naval Special Operations Medical Institute (NAVMEDOPTRACMD DET NAVSPECOPSMEDINST), Fort Bragg, North Carolina (UIC: 39965)
- (5) Officer in Charge, NAVMEDOPTRACMD DET, Naval Survival Training Institute, Pensacola, Florida (UIC: 39677)

d. Dependent Activities and Training Centers

- (1) Navy Trauma Training Center, Los Angeles, California (TRNG NAV TRAUMA CTR LA CA) (UIC: 4397A)
- (2) NAVMEDOPTRACMD DET, Hospital Corpsman Trauma Training Learning Site, Jacksonville, Florida (NMOTC DET HM TRAUMA TRG JAX) (UIC: 4010A)
- (3) NAVMEDOPTRACMD DET, Hospital Corpsman Trauma Training Learning Site, Raleigh, North Carolina (NMOTC DET HM TRAUMA TRG RAL NC) (UIC: 4961A)
- (4) NAVMEDOPTRACMD DET, Hospital Corpsman Trauma Training Learning Site, Cleveland, Ohio (NMOTC DET HM TRAUMA TRG CLE OH) (UIC: 3997F)

(5) NAVMEDOPTRACMD DET, Hospital Corpsman Trauma Training Learning Site, Great Lakes, Illinois (NMOTC DET HM TRAUMA TRG GLAKES) (UIC: 4997M)

e. Area Coordination

- (1) Commander, Navy Region Southeast
- (2) Commanding Officer, Naval Air Station Pensacola
- (3) Commanding Officer, Naval Air Station Jacksonville
- (4) Commander, Navy Region Mid-Atlantic
- (5) Commanding Officer, Naval Station Great Lakes
- (6) Commander, Navy Region Southwest

f. 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: \$17.88 million.

(b) Reserve Personnel Navy: \$3.4 million.

5. Supporting relationships. Relationships of a special, continuing nature including administrative control (ADCON) and operational control (OPCON):

a. ADCON relationship supporting Naval Air Warfare Center Training Systems Division, Orlando, Florida. Navy Medicine Operational Training Command Detachment, Orlando (UIC: 3000D) provides support to the defense acquisition workforce for the Naval Aviation Survival Training Program to Naval Aviation Training Systems and Ranges Program Manager Air-205 with one Medical Service Corps aerospace physiologist officer. Program Manager Air-205 has OPCON of assigned duties through a memorandum of understanding.

b. ADCON relationship supporting Joint Special Operations Medical Training Center, Fort Bragg, North Carolina. NAVMEDOPTRACMD has ADCON of staff and students of NAVMEDOPTRACMD DET NAVSPECOPSMEDINST and the Joint Special Operations Medical Training Center has OPCON.

c. Memorandums of understanding, training affiliation agreements, and inter-service support agreements are listed in enclosure (2). NAVMEDOPTRACMD is the principal party and signature authority for support agreements on behalf of subordinate detachments, listed in enclosure (2) of subordinate detachment mission, functions, and tasks.

6. Obligations to external entities

a. Inter-Service Support Agreements: Listed in enclosure (2).

b. Non-Federal Partner Supported Activities:

(1) John H. Stroger, Jr. Hospital of Cook County, Chicago, Illinois hosts NMOTC DET HM TRAUMA TRG GLAKES.

(2) University of Florida Health Hospital, Jacksonville, Florida hosts NMOTC DET HM TRAUMA TRG JAX.

(3) University Hospitals Cleveland Medical Center, Cleveland, Ohio hosts NMOTC DET HM TRAUMA TRG CLE OH.

(4) WakeMed Raleigh Campus, Raleigh, North Carolina hosts NMOTC DET HM TRAUMA TRG RAL NC.

(5) Los Angeles General Medical Center, Los Angeles, California hosts TRNG NAV TRAUMA CTR LA CA.

c. Overseas Diplomacy. NAVMEDOPTRACMD serves as an effective instrument of U.S. foreign policy by initiating and continuing action programs which promote positive relations between the command and foreign nationals, and which assist individual naval personnel and their families to work effectively, live with dignity and satisfaction, and function as positive representatives of the Navy and the United States while overseas.

7. Action. NAVMEDOPTRACMD will execute the assigned mission, functions, and tasks. NAVMEDOPTRACMD 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 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 this instruction are exempt from reports control per SECNAV 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/>

FUNCTIONS AND TASKS OF
NAVY MEDICINE OPERATIONAL TRAINING COMMAND

1. Inter- and Intra-Command Support

a. Carry out all regulations, instructions, and directives from higher authority pertaining to the administration of NAVMEDOPTRACMD activities and issue such internal instructions, regulations, orders, and notices as are required for the efficient organization and administration of the command in support of the mission assigned.

b. Exercise command over assigned activities. Conduct periodic inspections to ensure compliance with applicable instructions with a reporting of discrepancies to NAVMEDFORDEVCMDCMD.

c. Develop, maintain, and exercise comprehensive plans for anti-terrorism, force protection, facility physical security, emergency management, and continuity of operations. Maintain close liaison with NAVMEDFORDEVCMDCMD leadership, as applicable, as well as with other commanders as may be designated for other such emergent matters.

d. Coordinate with other organizations as appropriate to prioritize and execute the mission. Document support agreements in local instructions and memorandums of agreement and understanding.

e. Exercise management control and oversight for management support programs and functional areas inherent to a naval shore activity. This function includes, but is not limited to, retention, safety and occupational health, traffic and recreational safety, internal review, family advocacy, sexual assault prevention and response, Victim and Witness Assistance Program, Voting Assistance Program, suicide prevention, and other similar management programs.

f. Provide area safety and occupational health personnel as necessary to ensure fulfillment of assigned safety duties. Investigate safety mishaps and conduct or appoint, as directed by NAVMEDFORDEVCMDCMD, area mishap investigation teams for class A and class B mishap investigations. Manage safety and occupational health programs which encompass prevention and control of mishaps, ergonomics, hazardous materials, and promotion of safety education. Comply with references (a) and (b) as they relate to all safety programs, to include all requirements, safety databases, and systems.

g. Support Navy Medicine's communications directing an energetic public affairs program designed to bring out greater appreciation and understanding of training's role in developing and sustaining Fleet readiness and a ready medical force.

h. Execute military justice, administrative separations, Manual of the Judge Advocate General investigations, and all other legal functions and requirements per higher directives for assigned staff and students.

- i. Provide installation specific needs support to include auxiliary security force implementation.
- j. Provide support to the BUMED Inspector General, as directed, including the command inspection and hotline programs and locally perform Command Inspection Program functions, including the Manager's Internal Control Program risk management assessments, Command Inspection Program reviews, audit liaison, and follow-up coordination, per references (c) and (d).
- k. Comply with and execute all requirements of the Navy Physical Readiness Program per reference (e).
- l. Provide a unified and consistent coordination of alcohol and drug misuse prevention program policy per reference (f).
- m. Perform building monitor responsibilities for assigned facilities and report maintenance and repair issues to the local N4 or installation public works department as appropriate.
- n. Perform those strategic planning activities necessary to identify an organizational vision, the impediments (gaps) to achieving the vision, and those goals and objectives required to mitigate the gaps and attain the envisioned end state. Communicate the goals and objectives throughout the organization, and measure and report progress internally on a regular cadence.

2. Training

- a. Provide force development and force generation of Navy Medicine personnel through specialty training and education that meets the operational needs of the Fleet, Fleet Marine Force, and Joint Force for health services to preserve the naval human weapon system in high end competition, crisis and combat.
- b. Provide force development of the Navy Medical Force to meet the needs of the operational forces and to develop and maintain the clinical currency and competency for healthcare professionals operating outside traditional care settings.
- c. Develop and deliver medical specialty training and professional development solutions for Navy Medicine personnel supporting special operations, undersea medicine, radiation health, surface warfare, trauma care, aeromedical evacuation, and aerospace medicine.
- d. Develop and manage the residency in Aerospace Medicine Graduate Medical Education program at the Naval Aerospace Medical Institute.
- e. Support force preservation of the joint warfighter by providing safe, effective, and relevant human performance and aviation survival training to joint and allied personnel to enhance survivability and prevent losses due to mishaps and hostilities.

f. Deliver critical care, trauma, and emergency medicine training to Navy, Joint, and Allied medical personnel at Navy Trauma Training Centers through military-civilian partnerships, ensuring optimal readiness for Navy, Joint, and Allied medical forces deploying to austere locations.

g. Develop and deliver trauma training and practical clinical experience to hospital corpsmen in preparation for future operational assignments. Manage and execute the Hospital Corpsman Trauma Training course and curriculum through military-civilian training partnerships with civilian trauma centers.

h. Develop and deliver the surface, submarine, special operations, and deep-sea diving independent duty corpsman training programs and provide skills refresher training.

i. Provide training and force development of Navy drug and alcohol counselors and manage the Navy Drug and Alcohol Counselor School.

3. Operational Medicine and Human Performance Consultation

a. Support force preservation by maximizing human performance and survivability through training, research, and development that enhances the operational readiness of the joint warfighter.

b. Provide technical expertise and consultation to the Fleet and Fleet Marine Force in aerospace medicine, surface and dive medicine, undersea medicine and radiation health, and human performance and survivability.

c. Develop, propose, and conduct retrospective and prospective studies on the effects of the Prisoner of War (POW) experience to provide evidence-based, captivity-related, medical lessons learned to the DOW for integration into training present and future warfighters. Conduct medical and psychological evaluations on repatriated POWs. Collaborate with other executive agencies, the Department of Veterans Affairs, and members of Congress in support of issues affecting former POWs.

4. Training Support

a. Maintain all required course data in Corporate Enterprise Training Activity Resource System (CeTARS) per references (e) and (g).

b. Manage inventory and configuration control, as well as operate, maintain, and repair schoolhouse simulators, electronic classrooms, technical training equipment, test equipment, support equipment, and other training materials as may be required to accomplish effective lab, practical application, and demonstrative training. Coordinate and liaise with Facilities and Logistics (NAVMEDFORDEVCMND-N4) as necessary for maintenance and equipment issues and concerns.

c. Coordinate with other organizations as applicable for trainer acquisition, integration management, inventory, configuration control, and life-cycle maintenance for schoolhouse simulators, electronic classrooms, technical training equipment, test equipment, support equipment, and other training materials as may be required. Coordinate and liaise with NAVMEDFORDEVCMDCMD-N4 for acquisition, life-cycle maintenance and equipment issues and concerns as necessary. In addition, perform inventories as required of all accountable property, and ensure appropriate input of assets into the Accountable Property System of Record.

d. Maintain a technical library to include, but not be limited to, those publications, technical manuals and tactics, techniques, and procedures documented in applicable course of instruction resource requirement lists.

e. Maintain optimum utilization of all assigned facilities. Identify training space, barracks, galley, and base operation support requirements, shortfalls, excesses, and deficiencies and notify the responsible public works department and NAVMEDFORDEVCMDCMD-N4 as appropriate.

f. Provide technical oversight of facilities expansions, reductions, and upgrades to seamlessly integrate these functional areas into NAVMEDOPTRACMD activities courses of instruction. Coordinate development of facility requirements and projects for new platforms with associated systems command and BUMED.

g. Support responsible installation public works department, as required, in the development of facility projects to address facility shortfalls and deficiencies. Provide mission criteria and project justification to support special project and military construction submissions in coordination with NAVMEDFORDEVCMDCMD-N4 staff.

h. Manage quota allocations to meet evolving Fleet training requirements. Assist commands in obtaining course information, training schedules, and course location information. Collaborate with Education and Training (NAVMEDFORDEVCMDCMD-N7) to validate missed training opportunities. Act as central point of contact for current year adjustments to the student input plan in coordination with supported activities and assess feasibility of meeting current year adjustments.

i. Coordinate and liaise with Requirements and Capabilities (NAVMEDFORDEVCMDCMD-N9) as required to conduct requirements and resource data analysis to determine current and future resource requirements. Complete feasibility study analysis and develop program objective memorandum documents and exhibits.

j. Coordinate and liaise with Future Plans and Operations (NAVMEDFORDEVCMDCMD-N5) to conduct requirement assessments to address capability gaps in medical training and education that are amenable to simulation-based solutions, and integration of medical modeling and simulation technology for operational medicine training.

k. Coordinate and liaise with NAVMEDFORDEVCMD-N7 to support institutional and programmatic accreditation and college credit for Navy Medicine training courses delivered by NAVMEDOPTRACMD, as well as ethical standards and conduct required for healthcare and academic research in compliance with the Council of Occupational Education, national programmatic accrediting bodies, DOW and agency-specific directives and other required accreditation standards.

l. Collaborate with non-Federal partner organizations through Training Affiliation Agreements in support of Navy Medicine's military-civilian trauma training partnerships.

m. Coordinate with Commander, Joint Special Operations Medical Training Center (Airborne) regarding Navy and Marine Corps special operations medical training and support at NAVMEDOPTRACMD DET NAVSPECOPSMEDINST.

n. Coordinate with Commanding Officer, Naval Air Warfare Center Training Systems Division, Orlando, Florida, regarding the program support and execution of the Naval Aviation Survival Training Program.

5. Student Support

a. Provide student support, as assigned by NAVMEDFORDEVCMD, to meet the training requirements of the Navy and other Services, international students under the Military Assistance Program and foreign military sales and selected civilian personnel of DOW and non-DOW activities.

b. Provide student management as outlined in reference (e), to include the control, administration, and supervision of students.

c. Maintain all required student data in CeTARS per references (f) and (h).

d. Coordinate with NAVMEDFORDEVCMD-N7 and Bureau of Naval Personnel Military Community Management (BUPERS-3) as required and ensure eligible Sailors dropped from their intended program are expeditiously reclassified.

e. Coordinate and liaise with Commanding Officer, Naval Education and Training Security Assistance Field Activity as needed or required in support of international military students attending NAVMEDOPTRACMD delivered training programs.

6. Manpower, Personnel, and Administration

a. Perform functions related to managing military, civilian, and contractor staff billets, positions, and people.

- b. Perform functions related to the human resources management programs, including adhering to the Navy Harassment Prevention and Military Equal Opportunity Program and the Equal Employment Opportunity Program requirements.
- c. Manage personnel security programs.
- d. Provide command pay and personnel administration support for staff and assigned students.

7. Information Technology (IT) and Information Management (IM)

- a. NAVMEDOPTRACMD point of contact for Defense Health Agency (DHA) network should coordinate, validate, and report requirements, updates, and change requests to the regional customer technical representative. The NAVMEDOPTRACMD lead is responsible for NAVMEDOPTRACMD roles and responsibilities to include IT and IM governance adherence, information assurance and cyber security reporting and compliance, electronic classroom requirements and accountability, cyber security workforce compliance and reporting, training delivery services compliance and local resource management, IT purchase requests, and local NAVMEDOPTRACMD learning sites assigned DHA support and resource management.
- b. Coordinate with Communications and Security (NAVMEDFORDEVCMND-N6) and learning sites, as required, to organize and validate cyclic technology and refresh assigned electronic classroom assets that are centrally purchased and distributed by Naval Education and Training Command (NETC) or NAVMEDFORDEVCMND.
- c. Coordinate the delivery, installation, and upgrade of electronic classrooms with NETC and NAVMEDFORDEVCMND, and install NETC and NAVMEDFORDEVCMND approved courseware and training applications.
- d. Coordinate access management, DOW cyber awareness, system access authorization requests, privileged access agreements, and cyber security workforce qualification compliance and reporting for all personnel within NAVMEDOPTRACMD activities.
- e. Coordinate inputs to prepare and validate non-DHA accreditation packages for IT assets (e.g., standalone, networked) within NAVMEDOPTRACMD activities, managing, tracking, and reporting open findings via enterprise Mission Assurance Support Service and to NAVMEDFORDEVCMND cyber security.
- f. Coordinate activities and responses necessary to execute Navy computer tasking orders, network telecommunications directives, and other mandatory cyber security compliance directives (e.g., information assurance vulnerability management, security technical implementation guidance).

g. Coordinate support for command cyber readiness inspection, Cyber Security Inspection Command Program, Naval Audit Service, and BUMED Inspector General command inspection activities and submit required responses during preparation, inspection, and post-inspection event actions and milestone resolution for IT, IM, and cyber security efforts within NAVMEDOPTRACMD activities.

h. Manage an effective knowledge management and IM program to include policy and procedures dissemination and administration, management and administration of Navy portals, public web sites, and distribution groups for NAVMEDOPTRACMD activities.

8. Resource Management

a. Exercise effective control over financial operations within NAVMEDOPTRACMD activities through sound accounting principles and progressive modernization of programming, budgeting, accounting and statistical reporting, and auditing practices under the resources management system of the Department of the Navy.

b. Assist requirement owners and program managers with the planning and execution of contract requirements for mission execution. Liaise with the applicable servicing contract activity and provide technical assistance as requested by the procuring contracting officer.

c. Provide effective contract administration and technical oversight to ensure the government receives quality products and services at competitive prices.

d. Collect and maintain contract data for effective management oversight, reporting, and analysis. Serve as the coordinator and central point of contact for service requirement review boards.

e. Manage a supply support operation ensuring mission essential material requirements are fulfilled in an accountable, efficient, and effective manner. Manage an effective property accountability program.

f. Manage an effective Government Commercial Purchase Card Program. Perform functions of activity program coordinator, approving official, and card holder.

g. Manage an effective Government Travel Program to include travel policy dissemination, administration, and management of the Defense Travel System and Government Travel Charge Card Program.

LIST OF SUPPORT AGREEMENT RELATIONSHIPS

1. Memorandums of Understanding or Agreement

- a. Navy Reserve Center Los Angeles provides local support to TRNG NAV TRAUMA CTR LA CA for Navy programs service support.
- b. Navy Reserve Center Akron provides local support to staff of NMOTC DET HM TRAUMA TRG CLE OH for Navy programs service support.
- c. Navy Medicine Readiness and Training Command Great Lakes provides local support to NMOTC DET HM TRAUMA TRG GLAKES for Navy programs service support.
- d. Navy Reserve Center Raleigh provides local support to NMOTC DET HM TRAUMA TRG RAL NC for Navy programs service support.
- e. Navy Medicine Readiness and Training Command Jacksonville provides space utilization and Navy programs service support to NMOTC DET HM TRAUMA TRG JAX.
- f. Naval Air Station Pensacola provides Secret Internet Protocol Router Network access to NAVMEDOPTRACMD staff.

2. Inter-Service Support Agreements. NAVMEDOPTRACMD supports United States Air Force Medical Command with research studies and examinations of repatriated POWs.

3. Training Affiliation Agreements

- a. University of Florida Health Jacksonville for NMOTC DET HM TRAUMA TRG JAX.
- b. WakeMed Raleigh Campus for NMOTC DET HM TRAUMA TRG RAL NC.
- c. John H. Stroger, Jr. Hospital of Cook County for NMOTC DET HM TRAUMA TRG GLAKES.
- d. University Hospital Cleveland Medical Center for NMOTC DET HM TRAUMA TRG CLE OH.
- e. Los Angeles General Medical Center provides clinical and trauma care experiences for the Navy Trauma Training Center training program. TRNG NAV TRAUMA CTR LA CA staff provide clinical workforce to Los Angeles General Medical Center.