



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

BUMEDINST 5450.260
BUMED-N1
9 Jan 2026

BUMED INSTRUCTION 5450.260

From: Chief, Bureau of Medicine and Surgery

Subj: MISSION, FUNCTIONS, AND TASKS OF NAVY MEDICINE OPERATIONAL TRAINING COMMAND DETACHMENT, NAVAL UNDERSEA MEDICAL INSTITUTE

Ref: (a) BUMEDINST 5450.174B

Encl: (1) Functions and Tasks of Navy Medicine Operational Training Command Detachment, Naval Undersea Medical Institute
(2) List of Support Agreement Relationships

1. Purpose. To define the mission, functions, and tasks of Navy Medicine Operational Training Command Detachment, Naval Undersea Medical Institute (NAVMEDOPTRACMD DET NAVUSEAMEDINST) as prescribed by mission defined in reference (a) and enclosures (1) and (2).

2. Cancellation. NMOTCINST 5450.6.

3. Mission. Train medical personnel in undersea medicine and radiation health in support of the Submarine Force, Naval Reactors, and Naval Special Warfare requirements.

4. Command Hierarchy. NAVMEDOPTRACMD DET NAVUSEAMEDINST is a shore activity in an active status under an officer in charge.

a. Command

Officer in Charge
Navy Medicine Operational Training Command Detachment
Naval Undersea Medical Institute
Building 159, Trout Avenue,
Groton, Connecticut 06349-5159

(SNDL: C52E) (UIC: 35977)
(PLA: NAVMEDOPTRACMD DET NAVUSEAMEDINST GROTON CT)

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 Development Command
- (4) Echelon 4: Commanding Officer, Navy Medicine Operational Training Command (NAVMEDOPTRACMD)
- (5) Echelon 5: Officer in Charge, NAVMEDOPTRACMD DET NAVUSEAMEDINST

c. Immediate Superior in Command: Not applicable.

d. Area Coordination

- (1) Commander, Navy Region Mid-Atlantic
- (2) Commanding Officer, Naval Submarine Base New London

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: \$4.8 million.
 - (b) Civilian Personnel: \$334,872.

5. Supporting relationships. Relationships of a special continuing nature, including official additional duty (ADDU) assignments:

- a. ADDU to Naval Submarine Medical Research Laboratory (NAVSUBMEDRSCHLAB) New London. NAVMEDOPTRACMD DET NAVUSEAMEDINST provides one Medical Service Corps Industrial Hygiene Officer (IHO) billet ADDU to the NAVSUBMEDRSCHLAB in Groton, Connecticut. The ADDU IHO supports NAVSUBMEDRSCHLAB with IHO expertise in medical research while supporting NAVMEDOPTRACMD DET NAVUSEAMEDINST as an instructor for industrial hygiene topics in the Submarine Independent Duty Corpsman Course.

b. Support Agreements. Memorandums of understanding (MOU) or memorandums of agreement (MOA) and training affiliation agreements (TAA) with external entities are listed in enclosure (2).

c. Contracted Functions

(1) Emergency medical simulation training for Submarine Independent Duty Corpsman (SUB-IDC) and Undersea Medical Officer Candidates (UMOC).

(2) Live-model sensitive exam training for SUB-IDC students.

6. Obligations to external entities. None.

7. Action. NAVMEDOPTRACMD DET NAVSEAMEDINST will execute the assigned mission, functions, and tasks. NAVMEDOPTRACMD DET NAVSEAMEDINST 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 the 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.



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 DETACHMENT, NAVAL UNDERSEA MEDICAL INSTITUTE**

1. Functions

- a. Develop and deliver training in undersea medicine and radiation health, and force development of undersea medical officers, submarine independent duty corpsmen, and radiation health specialists and technicians.
- b. Develop, deliver, and administer the SUB-IDC, Navy Enlisted Classification (NEC) L01A, training program. Oversee IDC refresher training and the Surface to SUB-IDC Conversion Program.
- c. Develop, deliver, and administer the UMOC Program and refresher training.
- d. Provide force development of radiation health officers (RHO), radiation health technicians (NEC L05A), SUB-IDCs, and UMOCs.
- e. Certify providers to perform radiation medical examinations through delivery of radiation health indoctrination training.
- f. Maintain the health physics laboratory instrumentation and radioactive source materials in support of radiation health as required by Nuclear Regulatory Commission regulations.
- g. Develop and deliver specific radiation health content for all courses of instruction taught at NAVMEDOPTRACMD DET NAVUSEAMEDINST to include UMOC, SUB-IDC, RHO, Radiation Health Indoctrination, and enlisted Radiation Health Technician (NEC L05A) programs to include junior corpsman to SUB-IDC initiatives.

2. Training Support Tasks

- a. Provide student support, as assigned by NAVMEDOPTRACMD, 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, to include the control, administration, and supervision of students. Generate course master schedules to meet training requirements. Perform quota control, assisting in reserving seats in Enterprise Navy Training Reservation System and classing up students efficiently. Maintain all required student data in Corporate Enterprise Training Activity Resource System (CeTARS).

- c. Coordinate and liaise with Naval Education and Training Security Assistance Field Activity as needed or required in support of international military students attending NAVMEDOPTRACMD DET NAVUSEAMEDINST-delivered training programs.
- d. Conduct surveillance of approved curriculum through ongoing informal course reviews, formal course reviews, annual safety and utilization reviews, and training requirements reviews, ensuring content meets with relevant Fleet requirements. Assist in maintaining enlisted NEC and officer specialty in-service training, manage curriculum changes and revisions as required, and ensure eligible courses receive American Council on Education evaluations in support of occupational education accreditation retention.
- e. Ensure successful and uniform accomplishment of training per prescribed course material and require high standards of qualification for instructors and students. Carry out, on a continuing basis, an evaluation of instruction and the complete learning environment. Maintain effective instructor certification and evaluation and student testing remediation and critique programs.
- f. Function as the course curriculum model manager responsible for developing, revising, and maintaining assigned courses of instruction. Assure course development per the Plan, Analyze, Design, Develop, Implement, and Evaluate Model. Maintain course materials per NAVMEDOPTRACMD standards operating procedures. Ensure all required course data is accurately recorded in the Corporate Enterprise Training Activity Resource System (CeTARS). Courses will be assigned and approved by NAVMEDOPTRACMD as curriculum control authority.

3. Inter- and Intra-Command Support Tasks

- a. Coordinate with NAVMEDOPTRACMD as required to execute military justice, administrative separations, Judge Advocate General Manual Investigations, and all other formal legal functions and requirements per higher directives for assigned staff and students.
- b. Maintain currency with Fleet requirements. Ensure close coordination with the appropriate type of command (e.g., submarine force, squadron, etc.), systems commands, and other agencies, to be responsive to dynamic Fleet training needs. Identify new training requirements and current training areas to improve upon.
- c. Provide support to the NAVMEDOPTRACMD Command Evaluation and Compliance Program, and execute command evaluation functions, including support for the Hotline Program, Managers' Internal Control Program, Command Evaluation Program, audit liaison and follow-up coordination, and risk and opportunity assessment coordination. Maintain an effective grievance and feedback program.

d. Coordinate with NAVMEDOPTRACMD to assist with information technology support, including resource identification, electronic classrooms and training network utilization. Use knowledge management concepts and tools to continue to improve training operations and effectiveness.

4. Manpower, Personnel, and Administration

a. Manage military, civilian, and contractor staff requirements and personnel with assistance from NAVMEDOPTRACMD as required. Coordinate with NAVMEDOPTRACMD to initiate changes to the Activity Manpower Document for billets authorized, titles, NECs or Naval Officer Billet Codes, etc. Liaise with detailers and specialty leaders, and coordinate with NAVMEDOPTRACMD as necessary for liaison with placement.

b. Liaison with the NAVMEDOPTRACMD contracting officer representatives and contract specialist for issues with assigned contractor personnel as applicable.

c. Provide command pay and personnel administration support for assigned staff and students.

5. Logistics Management

a. Manage command inventory of material and equipment assets assigned to NAVMEDOPTRACMD DET NAVUSEAMEDINST in coordination with NAVMEDOPTRACMD.

b. Assist NAVMEDOPTRACMD with contract support. Perform quality assurance and monitoring of contracting efforts regarding performance, timelines, budget and regulatory constraints, and provide feedback to NAVMEDOPTRACMD contracting officer representatives.

c. Assist in training acquisition and integration management. Manage inventory, configuration control, maintenance, and repair for training equipment.

d. Perform facilities management actions for assigned facilities, and report maintenance and repair issues to installation public works department through NAVMEDOPTRACMD. Assign building managers for NAVMEDOPTRACMD DET NAVUSEAMEDINST facilities per NAVMEDOPTRACMD policy.

6. Resource Management

a. Conduct requirements review with justification and forecast the annual budget. Execute the annual operating targets by optimally managing resources to accomplish the mission.

b. Request required funding realignments from NAVMEDOPTRACMD comptroller to ensure optimal usage of allocated funding.

LIST OF SUPPORT AGREEMENT RELATIONSHIPS

1. MOUs or MOAs

- a. Facility-use agreement MOA with Naval Submarine Base New London Morale, Welfare, and Recreation pool to receive training support to water-based training exercises for UMOC.
- b. MOU with Navy Medicine Readiness and Training Unit Groton, Connecticut to provide clinical rotations for SUB-IDC students and maintenance of proficiency for SUB-IDC staff.
- c. NAVMEDOPTRACMD DET NAVSEAMEDINST receives support from Navy Medicine Readiness and Training Command Great Lakes, Illinois to provide clinical rotations for SUB-IDC students.
- d. NAVMEDOPTRACMD DET NAVSEAMEDINST receives support from Navy Medicine Readiness and Training Command Portsmouth, Virginia to provide clinical rotations for SUB-IDC students in various clinical areas.

2. TAAs. TAA with the University of Massachusetts Lowell, Massachusetts to receive off-site practical training support for RHO.

3. Inter-Service Support Agreements. Facility-use agreement with the U.S. Coast Guard Academy to conduct aquatic training sessions for NAVMEDOPTRACMD DET NAVSEAMEDINST's UMOCs in the U.S. Coast Guard Academy pool, an equivalent size to the pools at Navy Diving and Salvage Training Center.