



Navy and Marine Corps Public Health Center
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2021
Blue H – Navy Surgeon General’s Health Promotion and Wellness Award
Instructions
(as of 11/27/2021)

1. Background Information.

The **Health Promotion and Wellness Award** is an annual award sponsored by the Navy Surgeon General and managed by the Navy and Marine Corps Public Health Center, as directed in BUMEDINST 6110.13A. This award encourages and rewards the promotion of health in Navy and Marine Corps organizations. Specifically, the FLEET COMMAND and MARINE CORPS COMMAND versions recognize excellence in workplace primary prevention policies, activities and outcomes. The MEDICAL version recognizes excellence in clinical primary prevention, community health promotion and medical staff health in Navy medical organizations. The SEMPER FIT version recognizes excellence in community health promotion by Marine Corps SEMPER FIT Programs. Other Service branches are also encouraged to submit.

The Blue H website is: <https://www.med.navy.mil/Navy-Marine-Corps-Public-Health-Center/Population-Health/Health-Promotion-and-Wellness/Blue-H/>

2. Reporting Period.

The reporting period is 1 January – 31 December. Commands should include only policies and activities which were in place or conducted during this time period when scoring their application. The application must be submitted between **1-31 January** of the next year to qualify. Late submissions may not be included in the Surgeon General Award announcement.

3. Participation and Criteria.

All Navy and Marine Corps commands and joint commands that include Sailors and Marines may participate. We have opened the Blue H to all service branches to encourage healthy behaviors.

Naval Medical Readiness and Training Centers/Units (NMRTC/NMRTU) use the MEDICAL Command criteria. The MEDICAL Command criteria are appropriate only if the application is based on community-level health activities plus patient primary prevention services plus staff health policies and activities.

Medical Battalions, occupational health clinics, small patient-care centers and stand-alone dental health commands may apply using the MEDICAL Command criteria (see above) or the FLEET Command criteria or the MARINE CORPS Command criteria. Use the FLEET Command criteria if most of your crew are Sailors. Use the MARINE CORPS Command criteria if most of your crew are Marines. The FLEET Command criteria and MARINE CORPS Command criteria are appropriate if the application is based solely on staff health policies and activities. Army, Air Force, and Coast Guard should contact the Blue H Program Manager to discuss which criteria set is best for your command.

Naval Operational Support Centers (ALL Reserve)/Military Sealift/Navy Shore commands should use the FLEET Command criteria.

USMC non-medical commands and Dental Battalions should use the MARINE CORPS Command criteria.

SEMPER FIT Centers should use the SEMPER FIT criteria.

Joint commands that include Sailors and Marines should conduct Health Promotion and Wellness/Warfighter Wellness programs that include ALL crew. To score your Blue H, select the criteria set that matches the majority of your crew (Sailors or Marines) and base your Blue H scores on that majority portion of your crew (i.e. use that majority portion of your crew as your numerator and denominator to calculate your scores).

4. Combined Applications:

NMRTCs: Any medical NMRTU led by an officer in charge (OIC) or Department Head AND geographically separated from the parent NMRTC, must submit independently of their parent NMRTC. The "Activity Head Letter" can be signed by either the NMRTU OIC or the parent NMRTC CO. The spirit of this requirement is that geographically separated units should conduct their own community-level and staff-level wellness activities. The NMRTC and their respective Branch Health/Medical/Dental NMRTUs are free to take credit for any activity, policy, programs or staff training criterion that are truly "shared". The parent NMRTC will receive bonus points for each subordinate NMRTU that submits (3 points for each NMRTU).

Navy Fleet Commands: For geographically separated fleet commands and detachments, the Detachment OIC (rather than the geographically separated parent command) should validate the accuracy of the Blue H application and sign the "Activity Head Letter".

Navy Reserve Commands: NOSC health promotion efforts (and their Blue H scores) should be based on policies and activities for all members of all UICs attached to that NOSC – not just the full time staff. Navy Reserve Operational Health Support Unit (OHSU) headquarters and detachments should support the NOSC health promotion efforts and support the NOSC Blue H application. OHSUs (or other Reserve units) may not apply for the Blue H independently of their NOSC. If desired by the NOSC Commanding Officer, both the NOSC and OHSU detachment(s) may be named in the award announcement. NOSC COs may request exceptions to this rule for unique circumstances such as geographically isolated detachments. (**NOTE:** This information will change for 2022 to reflect change in Reserve command structure and encourage more reserve participation.)

5. Standards.

For each criterion, a minimal "pass" standard has been adopted. These thresholds were developed by a working group hosted by NMCPHC and are intended to be challenging but achievable. Commands are awarded points for achieving or exceeding these standards.

If a criterion is not applicable to a command, that command will be awarded the maximum number of points for that criterion.

- a. **BRONZE ANCHOR:** Every organization that submits a report will receive at least the BRONZE ANCHOR level award.
- b. **SILVER EAGLE:**

To achieve the SILVER EAGLE level award, a **MEDICAL** Command must accumulate at least 50% of the total available points for every CATEGORY and TOPIC; AND must earn a minimum of 50% of the total available points. The MEDICAL Command criteria categories are (1) Clinical Primary Prevention Practice (primary care health behavior assessment), (2) Community Health Services (community assessment and support), and (3) Staff Health. The topics within Staff Health are policy/risk assessment, alcohol abuse prevention, injury prevention, nutrition, physical activity, sexual health, mental health, tobacco use, and weight management.

To achieve the SILVER EAGLE level award, a **FLEET** or **MARINE CORPS** Command must accumulate at least 50% of the total available points in each of the topic areas and must earn a minimum of 50% of the total available points. The FLEET Command criteria topics are policy/risk assessment, alcohol abuse prevention, injury prevention, nutrition, physical activity, sexual health, psychological health, tobacco use, and weight management.

To achieve the SILVER EAGLE level award, a **SEMPER FIT** Program must accumulate at least 50% of the total available points in each of the topic areas and must earn a minimum of 50% of the total available points. The SEMPER FIT criteria topics are HP partnerships, assessment and evaluation, HP tools, nutrition, alcohol and drug abuse prevention, tobacco prevention and cessation, physical fitness, psychological health, sexual health, disease prevention, injury prevention, community outreach, and staff training.

c. **GOLD STAR:**

To achieve the GOLD STAR level award, a **MEDICAL** Command must accumulate at least 50% of the total available points for every CATEGORY and TOPIC; and must earn a minimum of 80% of the total available points. Additionally, the following criteria must be met:

1. The designated leader of the NMRTC/Branch NMRTU HP Program (i.e. Director; Coordinator) has completed the NMCPHC Health Promotion (HP) Advanced Training within the past 10 years.
2. The medical campus must be designated tobacco free.
3. Tobacco cessation and SHIPSHAPE metrics must have been submitted.
4. SHIPSHAPE events must have been provided at the minimum frequency.
5. The NMRTC must have a written health promotion instruction, a health promotion committee and a health promotion coordinator appointed in writing.
6. All HP department staff (including military and civilian full-time and collateral duty plus admin support staff) are tobacco free.

To achieve the GOLD STAR level award, a **FLEET** or **MARINE CORPS** Command must accumulate at least 50% of the total available points in each of the topic areas AND must earn a minimum of 80% of the total available points. Additionally, for FLEET Commands, the lead Health Promotion Coordinator or Director successfully completed the web-based NMCPHC Health Promotion Basics Course or the HP Advanced Training offered by NMCPHC (or the old / now deleted NKO HP course number NMHPB081).

To achieve the GOLD STAR level award, a **SEMPER FIT** Program must accumulate at least 50% of the total available points in each of the topic areas AND must earn a minimum of 80% of the total available points.

6. Submission Process.

A blank criteria set / worksheet (MEDICAL, FLEET, MARINE CORPS or SEMPER FIT) may be accessed from the Blue H website or submission page. A person designated by the Activity Head or Semper Fit Director of the participating command will **download and save** a copy of the Excel criteria set/worksheet. Use this worksheet during the year to plan and track your Blue H activities and scores.

When to submit your application: Submissions are accepted beginning on 1 January and are due by **COB 31 January**. Requests for an extension of this due date may be granted but must be requested via email before the due date: usn.hampton-roads.navmcpubhlthcenpors.list.nmcpHC-Blue-H-Manager@mail.mil

How to submit your application:

- a. Collect all needed documents. This may include criteria, activity head letter, HPW Address and POC worksheet, HRA 2.0 results, and training certificates. Please send the address form and criteria excel file "as is" for upload. Taking extra time to scan these makes the files unable to connect to our review process. We will not be able to review until the correct versions are uploaded.
- b. Name files as directed on review sheet. Our process saves the file before we can open it. If left with the original name, it will be copied over by the next command who also does not properly name their files. Naming convention is – command, document, year – i.e. NMCPHCcriteria2021, USSHeroAddress2021, etc
- c. Use the Submission Review Sheet from the website to ensure your package is complete and correct before you upload. Do not skip this step. Reviews are done "first come, first served". If we have to ask for documents, your command review will move to the end of the line. If your review is good, ours will most likely be too!

- d. Upload your documents on the CAC-Enabled website at: <https://esportal.med.navy.mil/sites/nmcphc/HPW/hpwdept/SitePages/Blue%20H.aspx> If your command has submitted in previous years, look for your command acronym or UIC as many documents may already be uploaded and available. Avoid repeat forms for the same command. If there are two submissions, this will delay review until documents are clarified on your end.
- e. You do not need to email documents to anyone. The Blue H upload page will be reviewed by the Program Manager, notes made, and signed off when complete. You can check your online upload form at any time to see the status of your submission. If no note has been made, there are still command submissions being reviewed that came in before yours.
- f. Award submission reviews will be acknowledged when complete by email from NMCPHC. Again, these are done "first come, first served". In years past, many wait to submit until the last minute. Get your command submission in early and avoid this crunch. Most submissions for 2020 were uploaded the last few days of the deadline. This caused long delays.
- g. Please complete the Blue H customer feedback questionnaire at: <https://surveys.max.gov/index.php/651967?lang=en>

7. Quality Assurance Process.

The Blue H Award Manager will forward the list of the Blue H Award applicants on to the Quality Assurance (QA) committee. A random selection of 10% Silver and 25% Gold Level submissions will be reviewed. In instances where the QA committee is unable to verify the points taken, the point of contact listed in the application will be contacted and given the opportunity to clarify and submit additional information.

8. Notes about the NMCPHC Workplace Health Risk Assessment (HRA) 2.0

- a. The criteria include health risk outcome measures which reveal the current risk behavior of command personnel. These criteria are based on the results of the NMCPHC Workplace HRA 2.0. This tool is web-based, free, completely anonymous, and mobile friendly. It takes an individual less than 5 minutes to complete the questions. Members should complete the HRA once each year. **The survey closes for 2021 on Dec 31, 2021 at 2400 EST.** There will be no extensions.
- b. The Commanding Officer Report informs leaders and managers about the current levels of risk behavior among the command and can help direct future command-level efforts. Administrators can also measure changes in health risks over time. Risk is assessed as either "healthy" or "unhealthy."
- c. Organizations which have more than one UIC may request to have all combined into one UIC for 2021. Commanding Officer Reports should be generated for military members and GS civilian employees as appropriate.
- d. Please use the most current HRA CO Report Guide from the Blue H CAC enabled Submission Site for updates on how to download the UIC counts or the full report.
- e. Points are awarded separately for HRA completion rates among a command's military and GS civilian personnel.
- f. ***For 2021 ONLY:*** *There are many reasons 2021 may be challenged about more reports of unhealthy behaviors than usually reported in the HRA 2.0. This can make higher award levels hard to reach. If your command is increasing your health promotion and wellness support and events for 2022 as a result, please add this additional information to the activity head cover letter. These will be reviewed by the NMCPHC HPW team. Potential higher award levels will be considered.*
- g. No points are awarded for any of the criteria which utilize MILITARY HRA 2.0 data unless 50% or more of the MILITARY members assigned completed the HRA during the calendar year.
- h. No points are awarded for any of the criteria which utilize CIVILIAN HRA 2.0 data unless 25% or more of the CIVILIAN (not including contractor) members assigned completed the HRA during the calendar year.

- i. HRA is not the PHA: The web-based Periodic Health Assessment (PHA) required for every active duty member (IAW DoDI 6200.06) has its own built-in HRA-type questions. There are some key differences between the HRA and PHA: (1) the PHA questions differ somewhat from the NMCPHC Workplace HRA and are, in some cases, more NMRTUal; (2) the PHA is not anonymous and is part of the members medical record (the HRA is anonymous); (3) completion of the PHA requires a CAC card (HRA does not and can be completed from home or via smart phone); (4) there is no mechanism for workplaces to access PHA data (HRA data can be accessed from the Blue H Submission CAC enabled site); (5) the HRA is available in a stand-alone version (no internet needed) for ships at sea and deployed units (the PHA is not). Therefore, the HRA remains the only tool available to workplaces to understand health risk behavior of their workforce and the **HRA remains the basis of HRA-related scoring for the Blue H.**
 - j. Read more about the HRA at: <http://www.med.navy.mil/sites/nmcphc/health-promotion/Pages/hra.aspx>
9. For more information, please contact the Program Manager Team at:
usn.hampton-roads.navmcpubhlthcenpors.list.nmcphc-Blue-H-Manager@mail.mil