



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

IN REPLY REFER TO
BUMEDINST 6240.12A
BUMED-M4
16 Dec 2021

BUMED INSTRUCTION 6240.12A

From: Chief, Bureau of Medicine and Surgery

Subj: DEFENSE OCCUPATIONAL AND ENVIRONMENTAL HEALTH READINESS
SYSTEM-INDUSTRIAL HYGIENE-ENVIRONMENTAL HEALTH MODULE

Ref: (a) DoD Instruction 6055.05 of 11 November 2008
(b) DoD Instruction 6490.03 of 19 June 2019
(c) SECNAVINST 6200.1
(d) BUMEDINST 5100.13F

1. Purpose. To establish Navy Medicine policy and procedures for implementing, documenting, and reporting environmental health data in the Defense Occupational and Environmental Health Readiness System-Industrial Hygiene-Environmental Health (DOEHRS-IH-EH) module. This instruction limits implementing DOEHRS-IH-EH module to documenting and monitoring food sanitation, water systems sampling, and general sanitation surveys only. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. BUMEDINST 6240.12.

3. Scope and Applicability. This instruction applies to all Navy Medicine activities assigned to budget submitting office 18.

4. Background

a. DOEHRS-IH-EH is a key enabling technology within the Presidentially mandated force health protection plan and is further supported by Public Law 105-85, subtitle F, section 765. It is a comprehensive, automated information system for assembling, comparing, using, evaluating, and storing standardized environmental health surveillance data. Per references (a) through (d), it is currently required in deployed settings to track deployed operational exposure data, occupational environmental health site assessments, and other operational public health information.

b. Navy Medicine public health services are increasingly conducted in joint environments. By implementing DOEHRS-IH-EH module in public health services delivered to installations, we improve the quality of data collected to support monitoring population health and enhance disease prevention by reporting potential environmental exposures and recommended control strategies utilizing a joint technology. The DOEHRS-IH-EH module will also facilitate data sharing across the Services to enable retrieval and strategic communication to meet future requirements. This instruction sets minimum standards and operating procedures for all Navy Medicine public health departments in all of our facilities.

5. Action

a. Fleet Support and Logistics Bureau of Medicine and Surgery ((BUMED)-M4) must:

- (1) Coordinate DOEHRS-IH-EH activities throughout Navy Medicine.
- (2) As needed, serve as an additional Navy Medicine representative for any Defense Health Agency discussions related to major changes to the DOEHRS-IH-EH module.
- (3) Supervise the development of key metrics and a dashboard to track implementation and provide quarterly progress updates.
- (4) Ensure DOEHRS-IH-EH module is part of the Safety and Occupational Health Management Evaluation Program to ensure installation-level preventive medicine personnel implement the program and the Navy Medicine echelon 3 commands provide oversight.
- (5) Maintain at least one primary DOEHRS-IH-EH user with access to all sites.
- (6) Review special access requests for DOEHRS-IH-EH data. If approved, communicate approval to the Navy and Marine Corps Public Health Center (NAVMCPUBHLHCEN) to grant special DOEHRS-IH-EH access or reports to address special request.

b. NAVMCPUBHLHCEN must:

- (1) Serve as the executive agent for DOEHRS-IH-EH with access to all sites.
- (2) Provide DOEHRS-IH-EH technical support to include establishing program offices, assisting in the submission of major change requests, system change requests, and system incident reports.
- (3) Maintain one primary DOEHRS-IH-EH representative. An alternate will also be assigned to provide representation in the absence of the primary representative.
- (4) Coordinate and execute DOEHRS-IH-EH training.
- (5) Conduct an annual program evaluation to identify strategies for improvement and assess the effectiveness of DOEHRS-IH-EH module efforts and inspection procedures.
- (6) Submit quarterly reports to Navy Medicine echelon 3 commands no later than 20 days following the end of each quarter.

c. Naval Medical Forces Pacific and Naval Medical Forces Atlantic must:

(1) Monitor the implementation of DOEHRS-IH-EH module and submit quarterly progress reports to BUMED-M4 no later than 30 days following the end of each quarter.

(2) Ensure DOEHRS-IH-EH training compliance and proper use of the system.

(3) Ensure preventive medicine programs utilize DOEHRS-IH-EH at the echelon 4 and 5 levels.

(4) Maintain one primary DOEHRS-IH-EH user at Naval Medical Forces Pacific and Naval Medical Forces Atlantic with access to all sites assigned to the Navy Medicine region.

(5) Review and evaluate DOEHRS-IH-EH usage during scheduled on-site triennial program assessments.

d. Commanders, Commanding Officers, and Officers in Charge must:

(1) Ensure compliance with this instruction for usage of DOEHRS-IH-EH at the core facility and branch locations, as applicable.

(2) Be responsible and accountable for timely entry of inspection reports and sampling results in DOEHRS-IH-EH. Ensure inspection reports and sampling results are entered into DOEHRS-IH-EH within 5 working days by the inspector or sample collector. Ensure DOEHRS-IH-EH entries have a quality assurance review within 10 working days following entry into the system.

(3) Ensure all assigned preventive medicine personnel receive DOEHRS-IH-EH initial training. Completion of this training will be tracked by NAVMCPUBHLHCEN and documented in a quarterly progress report.

(4) Collect and forward data, as requested, to NAVMCPUBHLHCEN, for the purposes of tracking the implementation progress and subsequent performance.

6. Data Management. All information technology activities established in support of future use of DOEHRS-IH-EH will follow Department of Defense and Navy Medicine data management policies, per references (a) through (d).

a. Users who are required to conduct food and general sanitation surveys will be authorized access to DOEHRS-IH-EH after receiving training on the system.

b. Users are required to provide current completion dates of their Health Insurance Portability and Accountability Act and information assurance training in order to receive access.

7. 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 Directorate for Administration, Logistics, and Operations, 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 Department of the Navy Directorate for Administration, Logistics, and Operations, Directives and Records Management Division program office.

8. Review and Effective Date. Per OPNAVINST 5215.17A, BUMED-M4 will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, 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.

9. Information Management Control. The reports required in subparagraphs 5b(6), 5d(2) through 5d(4), and 6b are exempt from reports control per Secretary of the Navy Manual 5214.1 of December 2005, part IV, subparagraphs 7j and 7k.



G. D. SHAFFER
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Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Navy Medicine Web site at, <https://www.med.navy.mil/Directives>