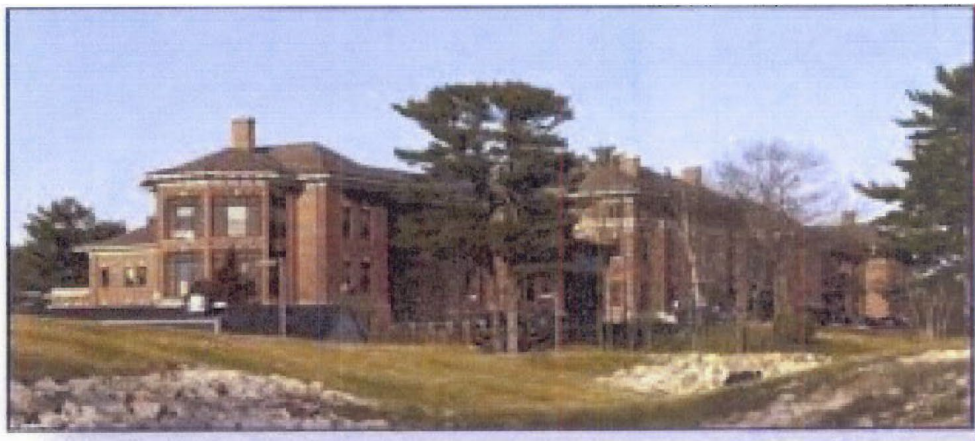


# Welcome to Navy Medicine Readiness and Training Command New England Portsmouth



# Outline

1. Welcome Aboard!
2. Getting Here
3. Map
4. Mission and Vision,
5. Chain of Command
6. Checking in
  - a. Indoctrination Division (I-DIV)
7. Important contacts
8. Lodging
9. Off Limits Areas and Establishments listing

## Welcome Aboard!

This package serves as a resource guide while you are on orders at Navy Medicine Readiness and Training Command (NMRTC) New England Portsmouth, New Hampshire. This package contains information regarding the command, important contacts, the check-in process as well as other items of interest.

NMRTC Portsmouth is a comprehensive healthcare facility at the Eastern side of base. It provides a full range of outpatient services for naval shore activities and fleet units of the operating forces, family members of armed services personnel, and other authorized beneficiaries. NMRTC Portsmouth has no emergency care capability. Inpatient care is provided by Navy physicians. .

Prior to your arrival, a sponsor assigned by the Command Sponsorship Coordinator will reach out to you via email with a welcome aboard package including a Prospective Gains questionnaire, BEQ form for single sailors E-4 and below, Command Triad Bio, and information regarding Portsmouth.

## Getting Here

NMRTC NE Portsmouth is located at 402 Goodrich, Ave, Kittery ME. The outpatient clinic is located outside of Naval Station Portsmouth; however, some components including the Dental clinic are located on the base. Boston Logan International Airport is located 56 miles (1hr and 20 min drive) away from the clinic and Manchester-Boston Regional Airport is located 50 miles (55 min drive) away from the clinic. Please contact your sponsor prior to and upon arrival at the airport. If unable to contact the sponsor or sponsor coordinator, please contact duty personnel.

Portsmouth Petty Officer of the Watch (POOW): 207-252-7116

Portsmouth Command Duty Officer (CDO): 207-252-7116

Transportation will be provided for sailors flying into Boston Logan International Airport and Manchester-Boston Regional Airport. If you are driving, please coordinate with your sponsor.

EZ Passes are accepted and vehicles without an EZ- Pass get billed to the address registered to the vehicle using your plate.

Nearest Navy Federal Credit Union is located in Newport, RI. 657 Peary St, Newport, RI 02840

# Map

NMRTC NE Portsmouth:

402 Goodrich, Ave, Kittery ME 03904





## NMRTC NE, Portsmouth



Email: [usn.newport.navhlthclinnptri.list.nhcne-command-sponsors@health.mil](mailto:usn.newport.navhlthclinnptri.list.nhcne-command-sponsors@health.mil)

# Mission and Vision

Mission: Provide operational training and healthcare to optimize Warfighter and Family Health and Readiness.

Vision: The preferred Training Platform and Workplace for Sailor, Civilian and Contact staff, delivering the world's highest quality healthcare to all beneficiaries  
Mission, functions, and Tasks can be located under BUMEDINST 5450.211.

## Naval Health Clinic New England's Leadership



CAPT Rona D. Green  
Commanding Officer



CAPT James T. Corbett  
Executive Officer



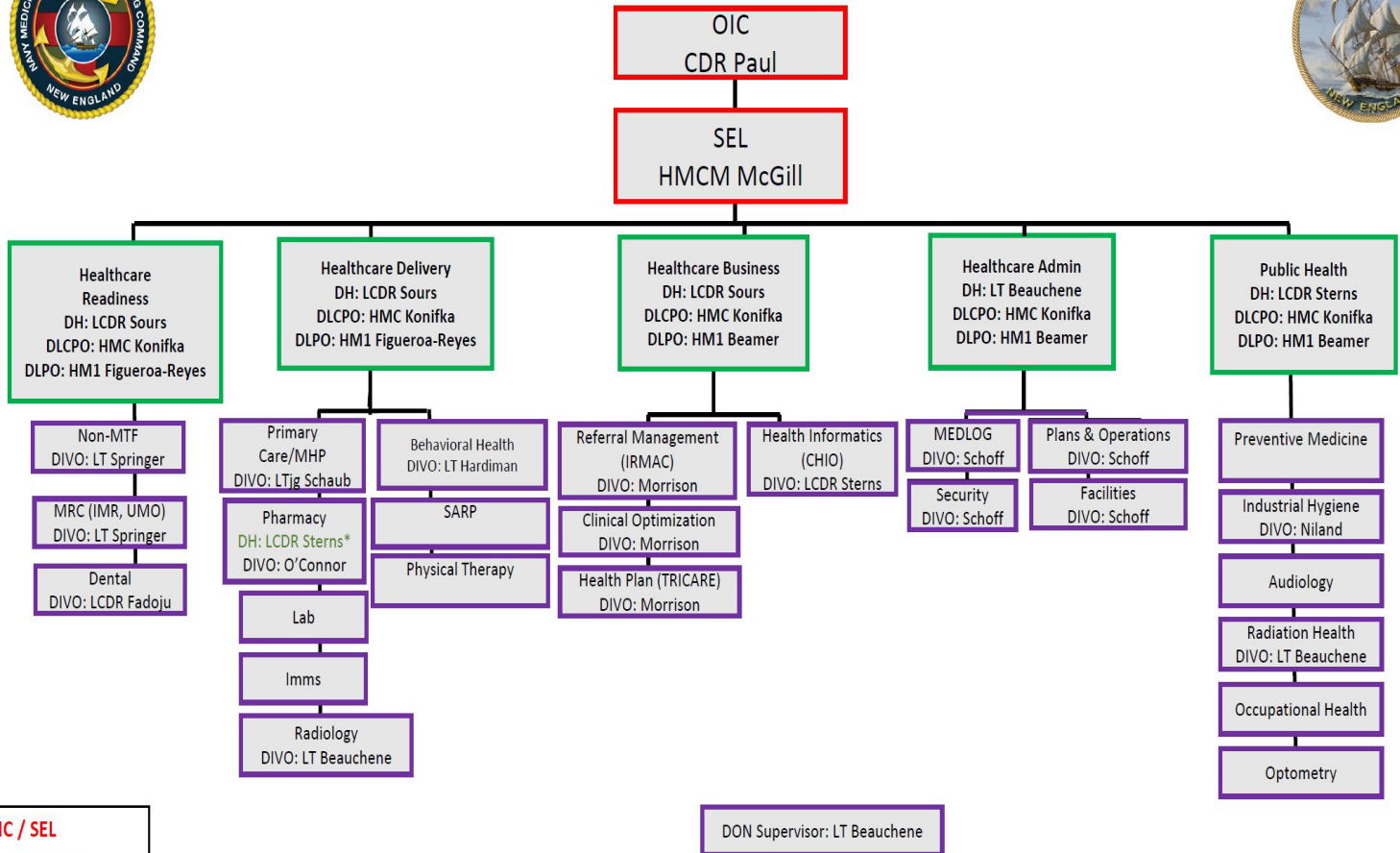
HMCM(EXW/FMF/SW/AW) Leah M. Baldwin  
Command Master Chief



# Chain of Command



## Portsmouth Structure



OIC / SEL  
DEPARTMENT  
DIVISION

\*TO DECONFLICT STAFFING

7-May-25



## Checking-in

All personnel must be checked in to the command in their dress uniform. If service member reaches Portsmouth on a weekend or federal holiday, they will check in on the first business day following their arrival. Service members will be escorted by their sponsor during the entire check-in process.

- Members will start at Human Resources (HR), and they will be given a check-out sheet after getting their orders stamped.
- The check-in sheet will guide the member to different personnel and departments for signatures which is required for the check-in process.
- Some of the important parts include but are not limited to Security, completion of forms and training for Intranet access, DMHRSi, weigh-in, U/A within 72 hours of arrival, meeting with the Triad, etc.
- After completion of the check-in sheet, the completed sheet must be turned in to HR.
- Each member must attend command orientation which usually takes place the first week of every month.
- All members' E-4 and below checks are in the Indoctrination Division (I-DIV) after completion of the Check-in sheet.

## **Indoctrination Division (I-DIV)**

I-DIV is run by Staff Education personnel. The purpose of I-DIV is to prepare Junior sailors (E-4 and below) for the command through guidance and mentorship, ultimately resulting in the completion of all Navy, Command, and Departmental training requirements before members get to their departments. During this time, the sailors complete various tasks including required online and in-class training (General Military Training (GMT), Basic Life Support (BLS), Hospital Corpsman Skills Basic Program (HMSB), Hospital Corpsman Personnel Qualification Standard (HM PQS), Tactical Combat Casualty Care (TCCC), Military Health System (MHS) GENESIS and other assigned training), Sea-bag inspection, Government Travel Charge Card, all appointments necessary to become fully Medically ready, etc. Members can expect to be in I-DIV for up to 6 weeks before getting to their departments.

## Important Contacts

Role	Phone	Name	Email
Command Duty Officer (CDO)	207-252-6003	As assigned	
Petty Officer of the Watch (POOW)	207-252-7116	As assigned	
Duty Driver		As assigned	
Command Chaplain	207-438-1970	LT Gentilhomme	Nathanael.a.gentilhomme.mil@us.navy.mil
Clinic Security	207-438-2390	HM2 Vartuli	Tyler.j.vartuli.mil@health.mil
Security Manager/Drug and Alcohol Advisor (DAPA)	207-438-1130	HMC Konifka	Aisha.m.konifka.mil@health.mil
Command Career Counselor (CCC)/Educational Services Officer (ESO)	207-438-1130	HM1EspinosaCarpio	Ernesto.a.espinosacarpio.mil@health.mil
Sponsorship Coordinator	207-438-1988	HM2 Lee	Chalyse.d.lee.mil@health.mil
Command Managed Equal Opportunity (CMEO)	207-438-5970	LT Grossman	Brittney.e.grossman.mil@health.mil
Sexual Assault Prevention and Response, Victim Advocate (SAPR VA)	207-438-2967	LCDR Sours	Samuel.j.sours.mil@health.mil
Command Financial Specialist (CFS)	207-438-3861	HMCM McGill	Maxwell.b.mcgill.mil@health.mil
Suicide Prevention Coordinator	207-438-2897	HM2 Cunningham	Qasim.j.cunningham.mil@health.mil
Limited Duty (LIMDU) Coordinator	207-438-2371	HM2 Houston	Joshua.l.houston10.mil@health.mil

Email: [usn.newport.navhlthclinnptri.list.nhcne-command-sponsors@health.mil](mailto:usn.newport.navhlthclinnptri.list.nhcne-command-sponsors@health.mil)

# Lodging

Sailors requiring Bachelor Enlisted Quarters (BEQ) are to check in with Barracks Manager Mr. Odis Whitehead at Building 315 during the hours of 0800-1500 from Monday to Friday. Mr. Odis Whitehead can be reached at 207-438-1749 during the designated hours.

Military Housing information is available at the Housing Office located at 67 Philbrick Avenue Kittery, ME 03904. Housing at NSY Portsmouth is privatized and partnered with Balfour Beatty Communities. With any questions or concerns, the housing office can be reached Mon - Fri: 8:00 am - 5:00 pm and Sat: 10:00 am - 4:00 pm

- Comm: (207) 439-5052
- Toll free: 855-621-1976

Websites: [www.nsyportsmouthhomes.com](http://www.nsyportsmouthhomes.com)  
[www.housing.navy.mil](http://www.housing.navy.mil)

To be placed on the waiting list for housing. Forward the following information via email or mail

- Housing Application (DD Form 1746)
- Sex Offender Policy Acknowledgement and Disclosure Form
- Copy of PCS Orders
- Dependency Verification (Records of Emergency Data or DEERS Form) if applicable

## Off Limits Areas and Establishments listing

Off Duty liberty radius 400 miles.