



HMTT Nomination Package Check List

- Completed Nomination Excel File
- Command Approved Special Request Chit - Digital or Wet Signature
- Orders to Operational Command
- Individual Medical Readiness(IMR) Report
- Supporting Documentation: (not expiring before completion of course)

- BLS Certificate
- TCCC Certificate
- HIPAA Certificate (Course # DHA-US001)
- HM 'A' School Certificate
- Navy Privacy Act Certificate (Course # DON-PRIV-2.0)

*****If selected, have GTCC activated IMMEDIATELY and card limit increased to \$15k via Command Travel Coordinator*****

FAILURE TO ACTIVATE YOUR GTCC WILL RESULT IN BEING DROPPED FROM THE COURSE

Email completed HMTT Nomination Package to:
usn.pensacola.navmedopctrprns.mbx.nmotc-hmtt-inbox@health.mil

PREREQUISITES

- Candidates must be Hospital Corpsmen E5 and below; any NEC (preference given to nominees within PCS window and in receipt of orders to Sea Duty or operational assignment).
- E6 accepted on case-by-case basis.
- Must be within Navy Physical Standards IAW OPNAVINST 6110.1 (Series) and have successfully completed current PFA cycle.
- Must have a clear disciplinary record for previous 12 months (no non-judicial punishment/court-martial or serious civil court convictions).
- Must have a current government travel charge card and be current with training.
- Must be Fit for Full Duty upon package submission and through the entirety of the course. *Any change in status must be communicated to the Program Manager's Office via the member's chain of command.

-Must have the following training completed and will not expire during training:

- Basic Life Support
- Tactical Combat Casualty Care (TCCC) – Tier 3 CM/C
- HIPAA
- Current Fiscal Year Privacy Act Training online (Navy E-learning Course);
- All HMs that graduated HM "A" School on or after 13 Oct 2017 MUST have HMSB or Sick Call Screeners Course.

The following immunizations must be up to date and will not expire during training:

- Rubella IGG titer
- Rubeola IGG liter
- Varicella IGG titer
- Mumps IGG titer
- Hepatitis B, Surface III Antibody titer (IGM titers are not acceptable)
- Tetanus immunization
- PPD (two (2) within the last twelve months)

HOW TO APPLY*

Please submit a completed HMTT package via your Chain of Command

to: usn.pensacola.navmedoptracmdpns.mbx.nmotc-hmtt-inbox@health.mil

Required items:

1. Complete package utilizing Nomination Package Checklist (add link here)
2. Special Request Chit e-signed by your Chain of Command (add link here)
3. Nomination Information Worksheet (add excel file here)
4. Orders to Operational Command
5. Current IMR
6. Required training listed in the course prerequisites

*Please note: This course is NO COST to the participant's PARENT command. You cannot apply via CANTRAC even though it is listed there. You must submit your package via the email address listed above.