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HEADQUARTERS, US ARMY MEDICAL COMMAND  
Fort Sam Houston, TX 78234-6007  
101300Q June 2009

OPERATION ORDER 09-54 (MANDATORY INFLUENZA IMMUNIZATION FOR  
CIVILIAN PERSONNEL PROVIDING DIRECT PATIENT CARE)

References:

- a. Assistant Secretary of Defense for Health Affairs (ASD(HA)) Policy 08-005, Policy for Mandatory Seasonal Influenza Immunization for Civilian Health Care Personnel Who Provide Direct Patient Care in Department of Defense Military Treatment Facilities, 4 April 2008 ([http://www.vaccines.mil/documents/1169HCPFluHAPolicy\\_08\\_005.pdf](http://www.vaccines.mil/documents/1169HCPFluHAPolicy_08_005.pdf)).
- b. Morbidity and Mortality Weekly Report, Prevention and Control of Influenza, dated 29 June 2008, [www.cdc.gov/mmwr/weekcvol.html](http://www.cdc.gov/mmwr/weekcvol.html).
- c. Army Regulation 40-562, Immunizations and Chemoprophylaxis, dated 29 September 2006.
- d. Centers for Disease Control (CDC) statements, subject: Influenza Vaccine Information Statements (VIS), available at: [www.cdc.gov/vaccines/pubs/vis](http://www.cdc.gov/vaccines/pubs/vis).
- e. ASD(HA) Policy 08-002, Policy for Billing for Care Furnished by Military Treatment Facilities to Federal Employees for On-the-Job Injuries and for Occupational Health, dated 26 March 2008.
- f. Department of Defense (DoD) Regulation 6025.18-R, DoD Health Information Privacy Regulation, dated 24 January 2003.

Time zones used throughout the order: Romeo (Eastern Daylight Time).

Task Organization: No change.

1. SITUATION. In April of 2008, the Assistant Secretary of Defense for Health Affairs (ASD(HA)) published policy requiring mandatory seasonal influenza immunization for all civilian healthcare personnel (HCP) who provide direct patient care in Department of Defense (DoD) medical treatment facilities (MTF) as a condition of employment, unless there is a documented medical or religious reason not to be immunized.
2. MISSION. Beginning in the 2009-2010 influenza immunization season, USAMEDCOM implements mandatory immunization of the seasonal influenza vaccine to all civilian healthcare personnel who provide direct patient care.
3. EXECUTION.

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Intent. The purpose of the DoD Influenza Vaccine Immunization Program is to protect all Active Duty, Reserve Component, mission-essential Department of the Army Civilian healthcare personnel, and TRICARE beneficiaries from influenza and its severe complications. Minimizing the transmission of infections between healthcare personnel and patients is a major part of this effort. The key task of this operation is to immunize civilian and contract healthcare personnel who provide direct patient care, excluding those medically or religiously exempted, with influenza vaccine beginning September 2009 (or upon receipt of influenza vaccine) and annually thereafter.

End state: Immunization of 100% of civilian healthcare personnel who provide direct patient care in Army MTFs, excluding those medically or religiously exempt, by established goal dates for each influenza season.

a. Concept of operations.

(1) The Military Health System will provide influenza vaccine for DoD Federal employees and volunteers covered by this operation order. Immunizations are required as a condition of employment and are thus non-billable services. Contracted HCP are eligible for influenza vaccine provided by the MTFs, if stated in the contract. Otherwise, contractors will provide influenza vaccines to their employees. Civilian HCP will be vaccinated in accordance with established priority groups.

(2) Follow-on tasks/requirements for the 2009-2010 influenza season will be published in a subsequent order. Each influenza season, 100% of HCP with direct patient care responsibilities will be vaccinated by established goal dates.

(3) This operation will be conducted in two phases.

(a) Phase I – Preparation. Phase I begins upon receipt of this order. This phase will focus on completion of preparatory tasks required prior to the start of the 2009-2010 influenza immunization season. This phase will set the conditions for success of the influenza season. This phase ends upon receipt of influenza vaccine.

(b) Phase II – Immunization. This phase begins with the start of influenza immunizations in accordance with the established priorities. This phase focuses on providing and documenting immunizations for all healthcare personnel in the Medical Protection System (MEDPROS) and Armed Forces Health Longitudinal Technology Application (AHLTA), as appropriate. This phase ends when 100% of all civilian healthcare personnel with direct patient care responsibilities are immunized against influenza, unless excluded for documented medical or religious reasons.

b. Task to subordinate units.

(1) Regional Medical Commands and Major Subordinate Commands.

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(a) All RMCs and MSCs will initiate Phase I immediately upon receipt of this order.

(b) Identify civilian and contract healthcare providers with direct patient care duties required to receive an influenza immunization in accordance with (IAW) HA Policy 08-005 (see reference a). Annex S lists the minimum HCP occupations with direct patient care duties. This list is not intended to be exhaustive. RMC commanders have authority to tailor this list of positions to fit their organizational requirements.

(c) Fulfill applicable labor relations obligations under the Federal Service Labor-Management Relations Statute before implementing any changes to conditions of employment of bargaining unit employees represented by a union. Until local bargaining obligations are met, influenza immunization will continue to be highly recommended on a voluntary basis for HCP not covered under the mandatory immunization program. Reassigning HCP not covered under this mandatory program to non-direct patient care duties should be considered by local commanders. A comprehensive aggressive HCP influenza immunization education program will be instituted. Personnel without authorized exceptions who do not receive the influenza vaccine are subject to corrective/disciplinary actions through the employee's chain of command.

(d) Ensure regional and local contracting organizations incorporate seasonal influenza immunization requirements, mandated for all MEDCOM civilian healthcare personnel since 2008, in new, current, and option year contracts.

(e) At medical treatment facilities, contractors will provide influenza immunizations to their employees if the MTF is not required by contract to provide immunizations to contract employees. Contract officer representatives (COR) should consult with the contracting officer prior to notifying HCP of the requirement. The contractor is responsible for work-related illnesses, injuries, or disabilities under worker-compensation programs.

(f) Review plan to immunize civilian and contract healthcare providers with Civilian Personnel Advisory Centers (CPACs) and Staff Judge Advocate (SJA) Offices prior to immunizing personnel.

(g) All RMCs will build and maintain task forces in MEDPROS to track influenza immunizations for civilian and contract healthcare personnel, and will input the data into MEDPROS at the point of service. RMCs with MTFs in overseas locations, employing local nationals who do not have a social security number should develop an alternate method to capture and track influenza immunizations. This healthcare information will be protected IAW the HIPAA Privacy Act.

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(h) RMCs, with MTFs in overseas locations and employing local nationals who provide direct patient care in the MTFs should develop a reporting system to track the influenza immunizations for the local nationals.

(i) RMCs will monitor immunization rates for HCP at MTFs and provide a report to OTSG/Personnel by the 5<sup>th</sup> of each month beginning October 2009.

(j) Vaccinated civilian healthcare personnel will be given a copy of their immunization record by the MTF when they are immunized and/or where their immunization information is entered electronically.

c. Tasks to OneStaff.

(1) Assistant Chief of Staff, Human Resources. .

(a) Assist RMCs and MSCs with the creation of a basic list of positions that should receive mandatory influenza immunizations.

(b) Develop a monthly reporting procedure to track and report civilian and contract healthcare personnel compliance with mandatory influenza immunizations.

(c) Provide an annual report to the ASD(HA) on the compliance with the influenza immunization compliance no later than 1 May 2010.

(2) Assistant Chief of Staff, Operations.

(a) Assist RMCs and MSCs in creating task forces in MEDPROS in order to track civilian and contract healthcare personnel compliance with this policy.

(b) Build a report on SecureFX to assist the Military Vaccine Agency with tracking RMC and MTF compliance with this policy.

(3) Assistant Chief of Staff, Health Policy and Services. Assist the Assistant Chief of Staff, Human Resources with creating a list of civilian positions that should receive mandatory influenza immunizations. This list will be reviewed annually for accuracy and updating.

(4) MEDCOM SJA Office. Assist RMCs and MSCs as necessary with a legal review of civilian and contract positions to receive mandatory influenza immunizations.

d. Coordinating instructions.

(1) The influenza vaccine immunization program remains a commander's force health protection responsibility. Commanders will follow guidance provided to properly

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identify and educate personnel to be vaccinated, track immunizations, and ensure appropriate medical evaluation and reporting if they experience adverse reactions following any immunization.

(2) Education. Education is pivotal to immunization program success and acceptability. Leaders should review the “education tool kit” and the “questions and answers” posted on the MILVAX website, [www.vaccines.mil/flu](http://www.vaccines.mil/flu).

(3) The CDC publishes separate vaccine information statements for the inactivated (injectable) and live, attenuated (intranasal) influenza vaccines. These statements must be displayed at immunization clinics and provided to each vaccinee. The vaccine information statements can be downloaded and reproduced locally from <http://www.cdc.gov/vaccines/pubs/vis/>.

(4) Vaccine related questions can be directed to the DoD Vaccine Call Center toll-free number at 1-877-GET-VACC or email [vaccines@amedd.army.mil](mailto:vaccines@amedd.army.mil).

(5) Personnel who receive their influenza immunization on their own must bring proof of the immunization to the MTF for verification/compliance.

(6) Acknowledge receipt of this message electronically to OPS21 at [eoc.opns@amedd.army.mil](mailto:eoc.opns@amedd.army.mil) or telephonically at (703) 681-8025 or DSN 761-8025.

4. SERVICE SUPPORT. Not used.

5. COMMAND AND SIGNAL.

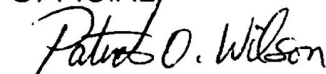
a. Command. Normal command relationships remain in effect.

b. Signal. The Headquarters Department of the Army point of contact for this message is LTC Dave Beauchene at (703) 681-2903 or via e-mail at: [david.beauchene@us.army.mil](mailto:david.beauchene@us.army.mil).

ACKNOWLEDGE: : OPS21 at [eoc.opns@amedd.army.mil](mailto:eoc.opns@amedd.army.mil)

SCHOOMAKER  
LTG

OFFICIAL:



PATRICK O. WILSON  
ACS, Operations

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ANNEXES:

Annex A-R – Omitted.

Annex S – (Occupations Subject to Mandatory Influenza Immunizations)

DISTRIBUTION:

DENCOM

VETCOM

ERMC

GPRMC

MRMC

NARMC

PRMC

SERMC

WRMC

AMEDDC&S

CHPPM

USAG Ft. Detrick

USAG Walter Reed

DIR, Force Management

DIR, Health Policy and Services

DIR, Human Resources

DIR, Facilities

DIR, Information Management

DIR, Logistics

DIR, Programs, Analysis, and Evaluations

DIR, Resource Management

DIR, Special Staff

MEDCOM PAO

MEDCOM Protocol

OTSG BRAC Program

POPM

One Staff Directorates

STRATCOM

WTC

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ANNEX S (OCCUPATIONS SUBJECT TO MANDATORY INFLUENZA VACCINATIONS) TO OPERATION ORDER 09-54 (MANDATORY INFLUENZA IMMUNIZATION FOR CIVILIAN PERSONNEL PROVIDING DIRECT PATIENT CARE) – USAMEDCOM

Occupations Subject to Mandatory Influenza Immunizations

<b>Minimum Healthcare Personnel</b>	<b>Job Series</b>
Audiologists	0665
Chiropractors	
Dental Hygienists	0682
Dental Lab Aids	0683
Dental Technicians	0681
Dentists	0680
Diagnostic Radiologic Technicians	0647
Health Technicians	0640
LPNs/LVNs	0620
Medical Clerks	0679
Medical Instrument Technicians	0649
Medical Technicians	0645
Medical Technician Assistants	0650
Medical Technologists	0644
Nuclear Medicine Technicians	0642
Nursing Assistants	0621
Nutritionists/Dieticians	0630
Occupational Therapists	0631
Optometrists	0662
Orthotists and Prosthetists	0667
Pharmacists	0660
Pharmacy Technicians	0661
Physical Therapists	0633
Physical Therapy Assistants	0636
Physician Assistants	0603
Physicians	0602
Podiatrists	0668
Psychologists	0180
Registered Nurses	0610
Respiratory Therapists	0651
Speech Pathology	0665
Social Workers	0185
Therapeutic Radiologic Technicians	0648