



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

IN REPLY REFER TO  
BUMEDINST 6110.15  
BUMED-M3B2  
9 Aug 2012

BUMED INSTRUCTION 6110.15

From: Chief, Bureau of Medicine and Surgery

Subj: MEDICAL DEPARTMENT RESPONSIBILITIES FOR PHYSICAL READINESS PROGRAM

Ref: (a) OPNAVINST 6110.1J  
(b) SECNAVINST 6120.3  
(c) NAVMED P-117, Manual of the Medical Department, Chapter 18

1. Purpose. To assign responsibility for Navy Medicine personnel in support of reference (a).
2. Cancellation. Bureau of Medicine and Surgery (BUMED) Notice 6110 of 7 Mar 2012 and BUMED memo of 13 Aug 2009 - NAVMED Policy 06-006.
3. Scope. This instruction applies to Ships and Stations having Medical Department Personnel.
4. Background. Physical Fitness Assessment (PFA) medical screening includes an annual Periodic Health Assessment (PHA), Physical Assessment Risk Factor Questionnaire (PARFQ), and pre-physical activity questions prior to the Physical Readiness Test (PRT) or command physical training, per reference (a). The Physical Readiness Program Operating Guide is the official Physical Readiness Program (PRP) supplement guide to reference (a) and is available at: <http://www.public.navy.mil/bupers-npc/support/physical/Pages/default2.aspx>. Navy Medicine Department personnel are responsible for the delivery of PHAs, evaluation of members with any positive responses to the PARFQ or pre-physical activity questions, and medical evaluation boards (MEBs). Navy Medicine Department personnel must be aware of the personal nature of physical fitness and weight control and are encouraged to take every opportunity to support Service members.
5. Responsibilities
  - a. Deputy Chief, Medical Operations (BUMED-M3) will develop policy oversight for BUMED per reference (a).
  - b. Commander, Navy Medicine Education and Training Command will serve as the program manager for BUMED PRP responsibilities.
  - c. Navy Medicine Professional Development Center (NAVMED PDC) will:
    - (1) Ensure a training program for PRP Authorized Medical Department Representatives (AMDRs) is in compliance with the requirements contained in reference (a) in order to ensure consistency of the process.

(2) Develop and execute a training program for all providers on proper procedures for BCA/PRT medical screening waivers.

(3) Ensure the PRP AMDR training is implemented and available in Navy Knowledge Online, Navy E-Learning.

(4) Perform an annual review of PRP guidance and update the PRP AMDR training program per any new policy changes.

d. Navy and Marine Corps Public Health Center is responsible for the management of the BUMED Shipshape Weight Management program.

e. NAVMED Region Commanders will:

(1) Evaluate medical treatment facility (MTF) command requests for readiness waivers and approve as appropriate, in consultation with the Service member's Bureau of Naval Personnel (BUPERS) Officer Community Manager (BUPERS-31) or Enlisted Community Managers (BUPERS-32).

(2) Appoint a collateral duty physical readiness control officer (PRCO) to liaison with Office of the Chief of Naval Operations (OPNAV N135F) and to provide assistance to subordinate commands on the Physical Readiness Program policy and compliance.

(3) Ensure command compliance with PRP policies.

(4) Establish a metric by which to measure training attainment of designated AMDRs across MTFs.

f. MTF Commanders, Commanding Officers, and Officers in Charge will:

(1) Designate, in writing, Physicians, Nurse Practitioners, Physician Assistants, or Independent Duty Corpsmen with the responsibility to perform PFA Medical screenings.

(2) Ensure designated providers complete AMDR training in Navy Knowledge Online, Navy E-learning, course number NM-12-PRP-1.0 prior to appointment. It is strongly recommended AMDRs review this training prior to each PFA cycle, but it must be reviewed annually at a minimum.

(3) Ensure PHA and PFA medical screening is conducted following guidance in PRP Operating Guide and reference (b).

(4) Assign responsibility of MEBs for members with multiple PFA medical waivers, following guidance in references (a), (c), and the PRP Operating Guide.

(5) Ensure members receive proper medical screening. To participate in a PRT, Unit Physical Training (PT), and/or the Fitness Enhancement Program (FEP), member must have the following:

(a) A current NAVPERS 6110/3, Physical Activity Risk Factor Questionnaire (PARFQ) each cycle. If the Service member annotates any “yes” responses on the PARFQ, the member must print, sign, and take the form to medical for clearance, regardless of Service member’s clearance on previous PARFQs. The AMDR shall review all NAVPER 6110/3’s with “yes” responses and make appropriate recommendations via a NAVMED 6110/4 per reference (a). PFA medical clearance for participation will be annotated on the NAVMED 6110/4, Physical Fitness Assessment Medical Clearance/Waiver provided in PRIMIS or from the medical department.

(b) Members must have answered “no” to all of the verbal pre-physical activity questions (except question one – do you have a current PHA?). Members who respond “yes” to any question (except question one) will be referred to the AMDR for medical clearance.

g. AMDRs must:

(1) Familiarize themselves with reference (a) and the PRP Operating Guide and will be held responsible for its contents.

(2) Be the only authorized member of the medical staff that may recommend a PFA medical clearance and waivers.

(3) Document PFA medical waivers in NAVMED 6110/4, Physical Fitness Assessment Medical Clearance/Waiver, following guidance in PRP Operating Guide.

(4) Review and sign NAVMED 6110/4 initiated by civilian treating providers for Reservists and active duty members using Tri-Care Remote, per the PRP Operating Guide.

h. MEBs must:

(1) Perform a medical record review on all MEBs.

(2) Provide MEB reports (MEBR) with medical recommendations based on guidance in the PRP Operating Guide and reference (c).

(3) Forward MEBRs to Navy Personnel Command, Career Progression (PERS-82) for disposition as stated in reference (a) and the PRP Operating Guide.

6. Action. Each Navy Medicine Region and command will have a trained PRP medical subject matter expert as the designated adviser who is responsible for oversight of all PRP medical support and serve as a medical information resource for line commands.

7. Form. The following forms are available electronically from Naval Forms Online at:  
<https://navalforms.daps.dla.mil/web/public/home>.

- a. NAVPERS 6110/3 (07-2011), Physical Activity Risk Factor Questionnaire (PARFQ).
- b. NAVMED 6110/4 (01/2011), Physical Fitness Assessment Medical Clearance/Waiver.



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<http://www.med.navy.mil/directives/Pages/default.aspx>