

MEDICAL / DENTAL ASSESSMENT CHECKLIST

DATE ASSESSED		Click here to enter a date.	
UNIT ASSESSED	MSC	Unit, Co/Det, Bn/Sq, Rgt/Grp	MSC
CITY, STATE		City, State	
UIC	MCC	RUC	
UIC	MCC	RUC	
CO/OIC		Rank Last, First MI	
I&/SITE COMMANDER		Rank Last, First MI	
I&/SITE SENIOR ENLISTED		Rank Last, First MI	
UNIT CHECKLIST POC (name & ph #)		Rank Last, First MI	
ASSESSOR		Rank Last, First MI	

PURPOSE OF ASSESSMENT: The Purpose for this assessment is to ensure the medical and dental records are up-to-date in preparation for personnel deployment. Total Unit Strength: Summarizes the Individual Medical Readiness Status of Active and Selected Reserve members of the Marine Corps, both officer and enlisted, members except those who have not completed initial active duty for training and follow on technical skills training or others who are unavailable to deploy (e.g. Recruiters, ROTC Cadre, students in deferred status pursuing advanced academic degrees). Checklist POC is MFR G4 HSS 504-697-8731

MEDICAL AND DENTAL PROGRAM ADMINISTRATION	YES	NO	N/A
1. Is MRRS reconciled with the Unit Roster? <i>Ref: MANMED P-117 Chapter 16-28 3.A.1</i> Assessor notes: Less than 10% Discrepancy. Compare the MRRS Roster against the Unit Roster (All Reservists).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
0%	Unit Strength Records in MRRS % Up-to-date (MRRS/ Unit Roster)		
2. Percentage of required Medical Records on-hand. <i>Ref: NAVMED P-117 Chapter 16-28 3.A.1</i> Assessor notes: 100% Accountability. a. Compare Medical Records On-Hand/Accounted For against the Unit Roster (All Reservists). b. Does the Corpsman know where the missing records are?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
0%	Unit Strength Records On-Hand /Accounted For % (On-Hand / Unit Strength)		
3. Percentage of required Dental Records on-hand. <i>Ref: NAVMED P-117 Chapter 16-28 3.A.1 for Dental reporting</i> Assessor notes: 100% Accountability. a. Compare Dental Records On-Hand/Accounted For against the Unit Roster (All Reservists). b. Does the Corpsman know where the missing records are?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
0%	Unit Strength Records On-Hand/Accounted For % (On-Hand / Unit Strength)		
4. Does MDR have current CPR certification? <i>Ref: ForO 6000</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Does the unit have a current Medical and Dental Records History of inventory? (Definition of history is at least 6 mos. if conducting reconciliations monthly or 12 months if conducting reconciliations quarterly) (i.e. compared records On Hand/Accounted For against the unit roster) Date of last inventory: _____ <i>Ref: MANMED P117 Chapter 16-28 3.A.1</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<p>6. Does the unit have control processes in place that show regular, and effective communication, and coordination between the admin and medical sections to correct and update MCTFS data in the following medical categories: PHA ,HIV, NPQ, TNPQ(to include strength category codes, and etc...)</p> <p>Ref: --SECNAVINST 1770.3D --NOE (LOD). MCO 1770.2A (Currently being revised to MCO 1770.2B so 1770.2A is not accessible online) --PHA/NPQ/TNPQ, MCO P1001R.1K (Chapter 4, Sec 2) and MARADMIN 584/00 --HIV test dates SECNAVINST 5300.30E --Current Physical Dates. NAVMED P-117</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<p>Functional Area Score: a. Total Items: _____ b. Total YES: _____ % YES: 0% (line b / line a) (15% OF TOTAL GRADE)</p>			
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INDIVIDUAL MEDICAL READINESS(IMR)	YES	NO	N/A
A. Fully Medically Ready	0%		
B. Partially Medically Ready	0%		
C. Not Medically Ready	0%		
D. Indeterminate	0%		

IMR ELEMENTS
 Ref: DoDI 6025.19 Enclosure 3, MARADMIN 631/10

1. Are Periodic Health Assessments current?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<p>Ref: DoDI 6025.19 Enclosure 3, SECNAV 6120.3</p> <p>Assessor notes: 90% or better up-to-date. a. Compare the Annual Physical Health Assessment (PHA) against the Unit Roster (All demographics). b. Does the Corpsman have a plan for correcting shortfalls? c. Only Authorized signature on PHA: Credential Provider (Physician, Independent Duty Corpsman, or Nurse Corps Officer)</p>	0%	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Unit Strength</td> </tr> <tr> <td style="text-align: center;"># Up-to-date</td> </tr> <tr> <td style="text-align: center;">% (Up-to-date / Unit Strength)</td> </tr> </table>	Unit Strength	# Up-to-date	% (Up-to-date / Unit Strength)
Unit Strength					
# Up-to-date					
% (Up-to-date / Unit Strength)					

2. Aviation Annual Physical/ Short Form.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<p>Ref: NAVMED P-117, Chapter 15-62</p> <p>Assessor notes: -Only For Aviation personnel involved in Flight Duties. -80 % or better up-to-date. a. Count the number Aviators in Unit b. Count the number of annual examinations up-to-date as of this assessment.</p>	0%	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align: center;"># Aviators</td> </tr> <tr> <td style="text-align: center;"># Up-to-date</td> </tr> <tr> <td style="text-align: center;">% (Up-to-date / Aviators)</td> </tr> </table>	# Aviators	# Up-to-date	% (Up-to-date / Aviators)
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# Up-to-date					
% (Up-to-date / Aviators)					

<p>3. Dental Readiness</p> <p>A. Cat. I and Cat. II</p> <p>Ref: DoDI 6025.19 Enclosure 3 MARADMIN 631/10</p> <p>Assessor notes: Add Cat. I and Cat. II to obtain Dental Readiness, must be 95% or greater</p>	0%	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Total Readiness</td> <td style="text-align: center;"> <input type="checkbox"/> </td> <td style="text-align: center;"> <input type="checkbox"/> </td> <td style="text-align: center;"> <input type="checkbox"/> </td> </tr> </table>	Total Readiness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Readiness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: center;">% of Unit in Category I - No problems</td> <td style="width:10%; text-align: center;">0%</td> <td style="width:40%; padding: 5px;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Unit Strength</td> </tr> <tr> <td style="text-align: center;">Cat I Dental</td> </tr> <tr> <td style="text-align: center;">% Cat I Dental</td> </tr> </table> </td> </tr> </table>	% of Unit in Category I - No problems	0%	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Unit Strength</td> </tr> <tr> <td style="text-align: center;">Cat I Dental</td> </tr> <tr> <td style="text-align: center;">% Cat I Dental</td> </tr> </table>	Unit Strength	Cat I Dental	% Cat I Dental			
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<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: center;">% of Unit in Category II - Minor problems</td> <td style="width:10%; text-align: center;">0%</td> <td style="width:40%; padding: 5px;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Unit Strength</td> </tr> <tr> <td style="text-align: center;">Cat II Dental</td> </tr> <tr> <td style="text-align: center;">% Cat II Dental</td> </tr> </table> </td> </tr> </table>	% of Unit in Category II - Minor problems	0%	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Unit Strength</td> </tr> <tr> <td style="text-align: center;">Cat II Dental</td> </tr> <tr> <td style="text-align: center;">% Cat II Dental</td> </tr> </table>	Unit Strength	Cat II Dental	% Cat II Dental			
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Unit Strength									
Cat II Dental									
% Cat II Dental									

<p>B. Dental Readiness Cat. III</p> <p style="text-align: center;">% of Unit in Category III - Major dental problems</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Unit Strength		

(Graded: must be less than 10 % of unit)	0%	Cat III Dental % Cat III Dental	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Dental Readiness Cat. IV			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
% of Unit in Category IV: Not Able to Mobilize or No current dental examination. (Graded: must be less than 10% of unit)	0%	Unit Strength Cat IV Dental % Cat IV Dental			
4. Are Readiness Labs up to date? - Must be 85 % (or better) current <i>Ref: SECNAVINST 5300.30E paragraph 6-7</i> Assessor notes: Retrieve from Medical Readiness Reporting System	Total Readiness 0%		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A. HIV test less than 2 years old. Must be 85 % (or better) current	0%	Unit Strength # Personnel delinquent % (strength-delinquent)/strength			
B. G6PD. Must be 85 % (or better)	0%	Unit Strength # Personnel delinquent % (strength-delinquent)/strength			
C. Sickle Cell Trait. Must be 85 % (or better)	0%	Unit Strength # Personnel delinquent % (strength-delinquent)/strength			
D. DNA. Must be 85 % (or better) <i>Ref: DoDI 6025.19 Section E3.1.4 MCO 1771.1A</i> Assessor notes: Request Corpsman plan to correct DNA deficiencies.	0%	Unit Strength # Personnel delinquent % (strength-delinquent)/strength			
E. Blood Type. Must be 85 % (or better)	0%	Unit Strength # Personnel delinquent % (strength-delinquent)/strength			
5. Individual Medical Equipment					
A. Medical Allergy Warning Tags. (Red Dog Tags)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ref: DoDI 6025.19 Section E6.1.6</i> Assessor notes: Must not be less than 85% a. Identify the number of personnel requiring warning tags. b. See MRRS for record of each person requiring tags. c. Validate how many ordered, received, pending in MRRS. d. Spot-check in formation. Ask a Marine if he/she has allergies. Crosscheck in MRRS for entry of Marine's name and order status. e. Unit must show a tracking process and have at least 85 percent of personnel with allergies accounted for.	0%	a. Tags Required in MRRS b. Tags issued c. % Personnel with tags			
B. Mask Inserts			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ref: DoDI 6025.19 Enclosure 3</i> Assessor notes: Must be 85% correct a. Identify the number of personnel requiring glasses/inserts during formation. b. See MRRS for record of each person requiring glasses c. Validate (using Naval Ophthalmic Support & Training Activity via the Spectacle Request Transmission System, the supporting MTF, or civilian Optometrist), how many ordered received, pending in MRRS. d. Spot-check in formation. Ask Marine if he/she wears glasses. Crosscheck in MRRS for entry of Marine's name and order status. e. Unit must show a tracking process and have at least 85 percent of personnel with glasses accounted for.	0%	a. Inserts Required (Glasses) b. Inserts tracked in MRRS c. Inserts not tracked (a -b) d. Inserts Accounted For (b/a)			
C. Is there a process in place to order inserts upon deployment notification? (A log or tracking system for personnel needing prescription eye-ware is required)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Are Immunization Requirements up to date? <i>Ref: DoDI 6025.19 Enclosure 3, BUMEDINST 6230.15</i> Assessor notes: Greater than 85% - Add % of 1a thru 1g / 7 = readiness	Total Readiness 0%		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A. Hepatitis A or Twinrix	0%	Unit Strength # Personnel delinquent % (strength-delinquent)/strength			
B. Tetanus / Diphtheria		Unit Strength # Personnel delinquent			

	0%	% (strength-delinquent)/strength			
		Unit Strength			
C. Measles Mumps and Rubella		# Personnel delinquent			
	0%	% (strength-delinquent)/strength			
		Unit Strength			
D. Inactive Polio Virus (IPV)		# personnel Delinquent			
	0%	% (strength-delinquent)/strength			
		Unit Strength			
E. Influenza <i>Assessor notes: Ensure Influenza was ordered in VIALS by current year deadline listed in the Annual Influenza message.</i>		# personnel Delinquent			
	0%	% (strength-delinquent)/strength			
		Unit Strength			
F. Yellow Fever		# personnel Delinquent			
	0%	% (strength-delinquent)/strength			
		Unit Strength			
G. TST and TST questionnaire complete? <i>Ref: BUMEDINST 6224.8,Encl(1),art 2a</i> <i>Assessor notes: Retrieve from Medical Readiness Reporting System</i> <i>a. Ready Reservist (SMCR and IRR) receive every 3 years</i> <i>b. Annual PPD Screening Required on all reactors.</i>	0%	% (strength-delinquent)/strength			
7. Deployment Limiting Conditions(Not medically ready)	Total Readiness 0%				
A. TNPQ		# personnel TNPQ			
		#TNPQ >6 Month			
B. TNDQ		# personnel TNDQ			
		# TNDQ >6 Month			
C. NPQ		# personnel NPQ			
		# NPQ >6 Month			
D. LOD		# personnel LOD			
		# LOD >6 Month			
E. Pregnancy		# NPQ >6 Month			
Functional Area Score: a. Total Items: ____ b. Total YES: ____ % YES: 0% (line b / line a) (25% OF TOTAL GRADE)					
DEPLOYMENT HEALTH ASSESMENT			YES	NO	N/A
1. Are pre-deployment health assessments being completed 60 days prior to deployment In accordance with DoD policy?(including MHA) <i>Ref: OPNAV INST 6100.3A; DOD INST 6490.04; DOD INST 6490.12; MARADMIN 129/13</i>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are post-deployment health assessment completed in accordance with DoD policy? <i>Ref: OPNAV INST 6100.3A; DOD INST 6490.04; DOD INST 6490.12; MARADMIN 129/13</i>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are post-deployment health re-assessment and mental health assessment 2 completed 90-180 days after re-deployment in accordance with instruction? <i>Ref: OPNAV INST 6100.3A; DOD INST 6490.04; DOD INST 6490.12; MARADMIN 129/13</i>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are mental health assessments 3 & 4 completed with PHA's in accordance with instruction? <i>Ref: OPNAV INST 6100.3A; DOD INST 6490.04; DOD INST 6490.12; MARADMIN 129/13</i>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<p>Functional Area Score: a. Total Items: _____ b. Total YES: _____ % YES: 0% (line b / line a) (15 % OF TOTAL GRADE)</p>			
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INJURY MANAGEMENT	YES	NO	N/A
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1. Case Management of Temporally Not Physically Qualified (TNPQ), Proper case management of TNPQ Marines.
Ref: MCO 1001R.1K
Assessor notes: Proper management of TNPQ (i.e case file communication log)

A. Cases entered and tracked in MRRS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. TNPQ's identified greater than 6 months with approved extension?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. MDR's ensuring monthly documentation received and updated in MRRS?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Are Non-compliant cases identified and tracked? (Documentation of 30 day non-compliance letter and page 11 notice of responsibilities, filed with the units S1 Dept.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Case Management of Temporally Not Dental Qualified (TNDQ)
Ref: MCO 1001R.1K

A. Cases entered and tracked in MRRS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. TNDQ identified greater than 6 months with approved extension?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. MDR's ensuring monthly documentation received and updated in MRRS?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Are Non-compliant cases identified and tracked? (Documentation of 30 day non-compliance letter and page 11 notice of responsibilities, filed with the units S1 Dept.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Case Management of Line of Duty (LOD)
Ref: SECNAVINST 1770.3D

Assessor notes: MDR and S-1 have MCMEDS access.

A. Is LOD entered and tracked in MCMED's?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Monthly update's provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Extensions for cases required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. PEB case submitted on cases > 6months?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Case Management of Not Physically Qualified (NPQ) Marine retention package
Ref: MCO P1001R.1K (Chapter 4, Sec 2, par 7b)

Assessor notes: NPQ package request required for conditions >180 days

A. Cases identified, entered and tracked in MRRS?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Retention package forwarded to HSS?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Proper adjunction once G-1 determination received?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Functional Area Score:
 a. Total Items: _____
 b. Total YES: _____
 % YES: **0%** (line b / line a) **(45% OF TOTAL GRADE)**

SUMMARY OF FINDINGS IN FUNCTIONAL AREAS ABOVE

FUNCTIONAL AREA	Functional Area %
1. MEDICAL AND DENTAL PROGRAM ADMINISTRATION (= 15% of total grade)	0%
2. INDIVIDUAL MEDICAL READINESS(IMR) (= 25% of total grade)	0%
3. DEPLOYMENT MANAGEMENT (= 15% of total grade)	0%
4. INJURY MANAGEMENT (= 45% of total grade)	0%
TOTAL	<u>0%</u>

Strengths			
Weaknesses			
Dep Capable <small>(G=90-100%)</small>	Dep Capable w/Assistance <small>(Y=75-89%)</small>	Non-Dep Capable <small>(R=74% and Below)</small>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> - Exceeds the standard level of performance. - All expected processes, procedures, internal controls and are present and contribute to greater mission effectiveness. - Indicates superior leadership and oversight of standard Internal Controls, and may include additional local controls to meet mission requirements. - Implements policy, assigns responsibilities, and prescribes procedures to improve medical and dental readiness through monitoring and reporting on Individual Medical Readiness (IMR) to provide service leaders and operational commanders the ability to ensure a healthy and fit fighting force ready to deploy - Indicates a degree of technical expertise at all levels that is far above most. - Fully capable of performing all functions required. 	<ul style="list-style-type: none"> - Meets standard level of performance. - Most processes, procedures, and internal controls are present and effective. - Corpsman understands their particular billet responsibilities, but are limited to the scope of their duties. - Capable of performing assigned functions within standard parameters. <p>Checklist items are the minimum requirements identified to operate an effective Medical and Dental Readiness Program. A percentage between 75 and 89% indicates the Medical and Dental Readiness Program is slightly deficient and requires a deployment capable with assistance rating.</p>	<ul style="list-style-type: none"> - Below the acceptable standard of performance. - A significant number of processes, procedures, or internal controls are either, not present, not understood, or completely disregarded. - Corpsman does not execute or is not fully trained in their billet responsibilities. <p>Checklist items are the minimum requirements identified to operate an effective Medical and Dental Readiness Program. A percentage lower than 74% would deem the program critically deficient and therefore not deployment capable.</p>	

Overall Comments

F

Assistance Provided

R

A

A

P