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1. Purpose

To establish the guidelines and requirements regarding annual Fitness For Duty (FFD) for deployment or continued deployment in the CENTCOM Area of Responsibility (AOR).

2. Scope


This Standard Operating Procedure (SOP) applies to all DI, DIFP and DIFZ regular Full Time Salaried Exempt, Salaried Non-Exempt, Part Time, and Hourly employees and subcontractors deploying, and/or are deployed in the CENTCOM AOR in support of LOGCAP IV. This SOP is intended for program managers that use metrics to manage or improve performance and maintain the health and safety of our employees.

3. Definitions

<u>Term</u>	<u>Definition</u>
CENTCOM	US ARMY Central Command
DI	DynCorp International
DIFZ	DynCorp International Free Zone
FFD	Fitness for Duty
FHPPP	Forced Health Protection Prescription Products.
FSA	Foreign Service Agreement
Medical Provider	A Physician (MD/DO), Physician's Assistant (PA) or Nurse Practitioner (NP)
MMO	Medical Management Officer
MOD 11	CENTCOM Modification 11
PDHA	Post-Deployment Health Assessment
PHA	Periodic Health Assessment (annual occupational physical)
PPG	Personnel Policy Guidelines

4. Referenced Documents

<u>Document ID</u>	<u>Document Title</u>
http://www.armyg1.army.mil/militarypersonnel/ppg/asp	Department of the Army Personnel Policy Guidance for Overseas Contingency Operations
LOTD-THR-11-TACO-Theater-0062	LOGCAP IV Contractors are directed to adhere to MOD 10
MOD 11 dated 021922ZDEC11	Modification 11 to USCENTCOM Individual Protection And Unit Deployment Policy
TB MED 530	Food Service Sanitation
W52P1J-07-D-0007	LOGCAP IV Contract

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5. Records

<u>Record Identification</u>	<u>Record Title</u>
AR 40-501	Standards of Medical Fitness
DA Form 3365	Authorization for Medical Warning Tag
DD Form 2795	Pre-Deployment Health Assessment
DD Form 2796	Post-Deployment Health Assessment
PMO-8002-11-a	Periodic Health Assessment Form

6. Process

There are three types of Health Assessments required before, during and after deployment in the CENTCOM AOR:

6.1. Pre-Deployment Health Assessment – All employees are required to be medically cleared at a Deployment Center prior to forward deployment to the CENTCOM Area of Operations. The employee is assessed based on the requirements found in CENTCOM Modification 11. The results of this assessment are valid for 15 months.

6.2. Periodic Health Assessment (Annual) - All employees are required to complete a Periodic Health Assessment (PHA) on an annual basis in order to determine their continued FFD. The process includes completing a PHA Questionnaire and a face-to-face interview with a Medical Provider at a location designated by DI Management. . The purpose of the PHA is to identify and document any changes in the health status of the employee to include, new medications, surgeries etc.

15.C.2.F.1. All contractors are responsible for providing the appropriate level of medical screening for their employees based on the job they are hired to perform. Screening must be performed annually, at contractor expense, to insure immunization compliance and absence of infectious diseases. The screening must be completed by a licensed medical provider and a copy of the completed medical screening documentation, in English, must be maintained by the contractor. Such documentation may be requested by base operations center personnel prior to issuance of access badges as well as by medical personnel for compliance reviews. Installation commanders may conduct quality assurance audits to verify the validity of locally performed medical screenings.



6.3. Post-Deployment Health Assessment – All personnel who were required to complete a Pre-Deployment Health Assessment will complete a Post-Deployment Health Assessment. This assessment is performed when an employee is demobilizing and does not intend to return to work after the expiration of their FSA. The PDHA should be completed within 30 days before or after the anniversary date.

6.4. Program Requirements

6.4.1. Pre-Deployment Health Assessment - The assessment will include the following

6.4.1.1. Refer to US Central Command Modification 11 for the complete requirements for deployment to the CENTCOM AOR.

6.4.1.2. This SOP is intended to comply with current Pre-Deployment standards. It is the intent of this procedure to comply with any changes or modifications to the standard, issued after the date of this SOP.



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6.4.1.3. The Medical and Dental Requirements include:

- 6.4.1.3.1. DI DIDC Form 0014 Basic Medical Examination Form.
- 6.4.1.3.2. Pre-Deployment Medical Screening Worksheet – RPC Form 16
- 6.4.1.3.3. Authorization for a Medical Warning Tag – DA Form 3365
- 6.4.1.3.4. Report of Medical History – RPC Form 21
- 6.4.1.3.5. Pre-Deployment Health Assessment – DD Form 2795. This document is to be signed by the Medical Provider at the location where the assessment is being completed. A 2795 will only be accepted from an outside source when no other medical evaluation, testing, immunization, etc. are performed at a DI provided medical facility.
- 6.4.1.3.6. Laboratory Testing – the following tests are the only ones required under MOD 11 Guidance and this SOP. No other testing is authorized unless specifically ordered by the Medical Provider based on their assessment of the employee’s medical condition(s).
 - 6.4.1.3.6.1. HIV – within 120 days of deployment
 - 6.4.1.3.6.2. Blood Type
 - 6.4.1.3.6.3. Complete Blood Count (CBC)
 - 6.4.1.3.6.4. Urinalysis
 - 6.4.1.3.6.5. Lipid (Male and Female Over 40)
 - 6.4.1.3.6.6. DNA (obtain sample or confirm sample is on file by contacting the DOD DNA Specimen Repository)
 - 6.4.1.3.6.7. G6PD – Once in a lifetime and documented per MOD 11
 - 6.4.1.3.6.8. HCG Pregnancy Test (Human Chorionic Gonadotropin)
 - 6.4.1.3.6.9. Liver Function Test (LFT)

6.4.1.4. Immunizations

- 6.4.1.4.1. Hepatitis A (2 Part Series – Day 0 and Day 180)
- 6.4.1.4.2. Hepatitis B (3 Part Series – Day 0, Day 30, Day 180)
- 6.4.1.4.3. Polio
- 6.4.1.4.4. Varicella
- 6.4.1.4.5. Influenza – Seasonal
- 6.4.1.4.6. Measles / Mumps / Rubella (MMR)
- 6.4.1.4.7. Tetanus / Diphtheria / Pertussis (Within 10 Years)
- 6.4.1.4.8. Typhoid (Booster dose if greater than two years since last vaccination with inactivated / injectable vaccine or greater than five years since receipt of live / oral vaccine)

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- 6.4.1.4.9. Anthrax
- 6.4.1.4.10. Smallpox
- 6.4.1.4.11. Additional immunizations and or testing may be required for certain locations (see paragraph 6.4.1.15) and certain occupations (see paragraph 6.4.1.14)
- 6.4.1.5. Snelling Eye Test (Must have two (2) pair of prescription eyeglasses/contacts)
- 6.4.1.6. Hearing Conservation Audiogram
- 6.4.1.7. Dental Screening (CAT 1 or 2 to Deploy)
- 6.4.1.8. Electrocardiogram (Male and Female Over 40)
- 6.4.1.9. TB Test (Evidence of negative test within three (3) months of deployment).
Note *15.C.2.F.2. All LN and TCN employees whose job requires close or frequent contact with non-LN/TCN personnel (E.G., DINING FACILITY WORKERS, SECURITY PERSONNEL, INTERPRETERS, ETC.) Must be screened for Tuberculosis (TB) using a chest x-ray. A tuberculin skin test (TST) is unreliable as a stand-alone test for TB in HN/TCN personnel.*
- 6.4.1.10. Panographic Dental X-Ray
- 6.4.1.11. Body Mass Index (BMI) = to or > 40 in accordance with National Heart Lung and Blood Institute guidelines. Individualized assessment required.
Note: *BMI > 35 with serious comorbidities such as diabetes, sleep apnea, obesity-related cardiomyopathy, or severe joint disease (PPG-TAB A, Para B.12)*
- 6.4.1.12. Framingham 10-year Coronary Heart Disease (CHD) risk percentage - Civilian personnel who are 40 years of age or older or who have a history of known CHD must have a Framingham,
<http://hp2010.nhlbihin.net/atpii/calculator.asp?usertype=prof>
NOTE: *If the individual's calculated 10-year CHD risk index is 15 or greater the individual should be referred for further cardiology work-up and evaluation, to include at least one of the following: graded exercise stress test; myocardial perfusion scintigraphy; or stress echocardiography. Results of the evaluation (physical exam, Framingham results, etc.) and testing, along with the evaluating physician's recommendation regarding deployment, should be included in a waiver request to deploy. **There is no automatic 90 day exclusion.***
- 6.4.1.13. Waivers – Waivers will be requested for any condition where a waiver is permitted by the CENTCOM Surgeon. For information regarding waivers refer to USCC MOD 11 TAB A PPG – Amplification

6.4.1.14. Occupation Specific requirements – Table 1

Occupation	Pulmonary Function Test (PFT)	Stool for Ova and Parasites (O&P) and Culture and Sensitivity (C&S)	Mask Fit / Leak Test	Heavy Metals	Blood Cholinesterase	Vaccines
Firefighters	Yes	No	Yes	Post Exposure	No	None if current
Food Service Workers	No	Yes	No	Post Exposure	No	None if current
HAZMAT Handlers	Yes	No	Yes	Post Exposure	Yes	None if current
Vector Control Personnel	Yes	No	Yes	Post Exposure	No	Rabies
Burn Pit Operators	Yes	No	Yes	Post Exposure	No	None if current
Dog Handlers	No	No	No	No	No	Rabies (see guidelines)
Water / Ice Production	No	Yes	No	Post Exposure	No	None if Current

Table 1

6.4.1.15. Country specific testing – Health requirements for work visas change periodically. Periodic reassessment for current requirements is necessary.

6.4.1.15.1. Kuwait – Hepatitis B/C, HIV, Filirasis, Syphilis

6.4.1.15.2. Qatar - HIV

6.4.1.15.3. Oman - HIV

6.4.1.15.4. U.A.E. – Hepatitis B, HIV

6.4.1.16. Other laboratory testing.

15.G.7. Other testing may be performed at the clinician’s discretion commensurate with ruling out non-deployable conditions and ensuring personnel meet standards of fitness IAW PARA 15.C


6.4.2. Periodic Health Assessment (PHA) – Annual occupational oriented health assessment. The PHA includes:

6.4.2.1. Employee completes their section of the Periodic Health Assessment Form PMO-8002-20-a. This form includes questions regarding:

6.4.2.1.1. Behavioral Health issues or concerns

6.4.2.1.2. Force Health Protection Prescription Products (FHPPP) currently taking or prescribed since last health assessment?

6.4.2.1.3. Concerns about possible environmental or occupational exposures during the deployment period.

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6.4.2.1.4. Reserved

6.4.2.1.5. Laboratory tests – testing for specific occupational requirements and/or based on the judgment of the clinician, additional testing is warranted.

6.4.2.1.5.1. Reserved

6.4.2.1.5.2. Reserved

6.4.2.1.5.3. DNA (obtain sample or confirm sample is on file by contacting the DOD DNA Specimen Repository)

6.4.2.1.5.4. Reserved

6.4.2.1.5.5. Reserved

6.4.2.2. TB Skin Test and/or CXR (to be determined by the provider) (CXR for all FN’s and TCN’s)

6.4.2.3. Height, Weight, Vital Signs (Blood Pressure, Pulse and Respiration) and calculation of BMI. (Refer to PARA 6.4.1.11 for standards).

6.4.2.4. Reserved

6.4.2.5. Snelling Eye Test

6.4.2.6. Dispensing of malaria prophylaxis for one year

6.4.2.7. Occupational Requirements – for specific requirements by occupation see Table 1.



6.4.2.8. Other laboratory testing.

Section 15.G.7. Other testing may be performed at the clinician’s discretion commensurate with ruling out non-deployable conditions and ensuring personnel meet standards of fitness IAW PARA 15.C

6.4.3. Post Deployment Health Assessment – This assessment is performed when an employee is demobilizing and does not intend to return to work after the expiration of their FSA. The PDHA should be completed within 30 days before or after the anniversary date. It is recommended that this be completed as part of the out processing requirements prior to leaving the AOR. The PDHA will include the following:

6.4.3.1. Completion of Post Deployment Health Assessment DD 2796.

6.4.3.2. Face to Face interview with a Medical Provider who may refer the employee for further treatment or evaluation.

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6.4.4. Form Completion Roles and Responsibilities

6.4.4.1. Employee

- 6.4.4.1.1. Complete all required forms and documents accurately and completely. If assistance is required medical personal are available to assist. Failure to disclose pertinent medical history, medications or potentially disqualifying medical conditions is grounds for disciplinary action.
- 6.4.4.1.2. Demographics - Includes identification information, deployment location and dates.
- 6.4.4.1.3. Health Assessment - Comprises medical record screening and medical history questions related to your current deployment, occupation, or separation from employment.

6.4.4.2. Medical Management Officer/Provider

- 6.4.4.2.1. Conducts interview with the employee and completes the Provider section of the appropriate health assessment form. Test results and information provided by the employee will be used by the provider to recommend further follow up or treatment.
- 6.4.4.2.2. The recommendations and referrals made by the provider will be documented in the record. If the employee declines to complete the form or accept referrals for further evaluation and treatment, the provider will also note this in the record.
- 6.4.4.2.3. The determination for further testing, waivers, FFD, or disqualification is a medical decision and resides solely within the purview of the Medical Providers. Refer any inquiries regarding this process to the LOGCAP IV Director of Medical Services.

15.C.1. Responsibility. Medical deployment eligibility determination, IAW MOD 11 and service standards, lies with the Health Care Providers assigned to the medical section of the deployment screening site.

6.4.5. Form Completion and Sign Off

- 6.4.5.1. Employee and MMO/Provider will sign the form
- 6.4.5.2. The original form will be incorporated into the employee's permanent medical file and uploaded into the appropriate digital repository (PeopleSoft/Documentum).

6.4.6. Follow up and Ongoing Care

- 6.4.6.1. Employee is expected to follow the recommendations and referrals of the MMO/Provider.
- 6.4.6.2. Failure to follow these recommendations may prevent the employee from being medically cleared for Fitness For Duty.