



# Reserve FTS Information Bulletin

## Change in Periodic Health Assessment (PHA) Policy & Process

A change to Coast Guard Periodic Health Assessment (PHA) policy contained in COMDTINST 6150.3A was announced through an ALCOAST Commandant Change Notice (ACN) message on February 28, 2018. The updated policy reflects adoption by the Coast Guard of the Department of Defense (DoD) all-services PHA, makes changes in the periods of eligibility to obtain PHAs and brings policy for PHA expiration into standardization with the other military services.

As a result, there have been some significant changes in the process by which reservists request and receive their PHAs. Attached to this FTS Information Bulletin is an updated PHA Job Aid developed in conjunction with the Office of Health Services (CG-112) which is the program manager for all PHA related issues.

A Coast Guard All Hands Blog on this topic was released on March 5 and can be found at:

<http://allhands.coastguard.dodlive.mil/2018/03/05/new-periodic-health-assessment-in-effect/>.

Clinics have been made aware of the changes included in the PHA Job Aid and are ready to support Reserve PHA requirements. Any difficulties in scheduling PHAs at any level should be communicated to your unit's regional Health Services Technician (HS) and/or the HSWL Service Center as soon as possible.

Questions on the RHRP program should be directed to CDR Shane Steiner in CG-1121. Questions on which HS is assigned to support your unit should be directed to HSC Athan Anderson, but check the list on the USCGR website first: (<https://www.reserve.uscg.mil/resources/PHA>).

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## **NEW! All-Services Electronic Periodic Health Assessment (PHA) Process**

The Coast Guard has transitioned to the All-Services PHA System to process all PHAs. Service Members are required to complete a PHA every 12 months.

The PHA is a three part assessment including a self-assessment, medical record review, and a face-to-face review with a certified PHA Health Care Provider.

The questions within the PHA ensure the maintenance of medical readiness by:

- Reviewing Service Members' physical and mental health
- Assisting health care providers in making readiness determinations
- Recommending present or future care

The PHA system may be accessed by a CAC or DOD ID and password created on registration. Users will be able to see any PHA they have created, both certified and uncertified, as well as Certification Metrics which shows the progress of certification on the User homepage.

*Note: The PHA system may be accessed from a non-DOD or Standard Workstation III by using your DOD ID number as your user name and the password used during the registration process. The member will be required to answer their "security question" as well as the CAPTCHA.*

To complete your PHA, you need to perform the following **steps**:

**Step 1. Enroll in the PHA system** (<https://data.nmcphc.med.navy.mil/pha/>).

- If you have previously enrolled, move to Step 2.
- Select "Register New Account" and follow the instructions.

**Step 2. Complete the PHA survey** (<https://data.nmcphc.med.navy.mil/pha/>).

- Access the site using your **Common Access Card (CAC)** or your **DoD 10-digit ID number** and the password you created during registration.
- If you are logging in from a non-CAC enabled computer, you can use your DOD ID and password. You will also need to answer your "Security Question" you set up during registration.
- Don't forget to have your **5 digit Unit Identification Code (UIC)** on hand. **The UIC is the same as the unit OPFAC.**
- Once completed, a customized education form is generated. You can save, print, or email this document for your personal use.



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**Step 3. If you are due for a Post Deployment Health Assessment complete your survey at:** (<https://data.nmcphc.med.navy.mil/EDHA/>)

- If you have not previously enrolled, select “Register New Deployer Account” and follow the instructions.
- If you do not remember your password, click the “Forgot Your Password” link and reset your password.

**Step 4. Check your Dental Status.** We suggest you have a current dental exam in combination with the PHA to remain medically ready. Your dental status can be viewed at CGBI, (<http://cgbi.osc.uscg.mil/2.0/personal.cfm>). If you are due for a dental exam or are Dental Class 4, contact your local dental provider and schedule an appointment.

**Step 5. Notify your health care representative.** After all steps are complete, contact your health care appointment desk or representative to tell them that your PHA survey has been submitted and is ready for review using one of the following steps.

**Service Members Attached to a CG Clinic.**

Schedule an appointment at your assigned Coast Guard Clinic for your PHA visit.

**Service Members Attached to a DOD Medical Treatment Facility.**

Schedule an appointment for your PHA at your local MTF.

**Service Members Utilizing RHRP (White-Space) Medical Care. (This includes all reservists)**

Contact your regional Health Services Technician (HS) and request a medical record review. Once the Reserve member contacts his/her regional HS, the HS will submit the proper documentation to the RHRP contractor. The RHRP contractor will then contact the Reserve member to schedule an appointment.