

## MILPERSMAN 1300-800

### TRANSFER OF PERSONNEL TO OPERATIONAL DUTY (OPERATIONAL SCREENING)

|                           |                           |        |     |                |
|---------------------------|---------------------------|--------|-----|----------------|
| <b>Responsible Office</b> | NAVPERSCOM<br>(PERS-40BB) | Phone: | DSN | 882-3510       |
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|                   |  |
|-------------------|--|
| <b>References</b> | OPNAVINST 1300.15<br>BUMEDINST 1300.2<br>NAVMED P-117, Manual of the Medical Department<br>SECNAVINST 1850.4E<br>SECNAVINST 5300.30C |
|-------------------|--|

1. **Purpose.** To establish a requirement to perform an operational screening within 30 days after receipt of permanent change of station (PCS) orders to Type 2 operational duty.
2. **Policy.** Operational screening determines suitability of members transferring to Type 2 duty for operational assignment and assists in maintaining force readiness at optimum manning levels by preventing gapped operational billets. OPNAVINST 1300.15 governs the Navy's military personnel assignment policy.
  - a. Responsibility for operational screening lies with the member's parent command. Screening Military Treatment Facility (MTF) responsibilities are outlined in BUMEDINST 1300.2 and NAVMED P-117, Chapter 18. Parent command will ensure members follow the guidelines of this article and complete operational screening within the timeline established in paragraph 3. Failure of members to comply may result in disciplinary action.
  - b. Operational screening policy is not to be used as separation authority. MILPERSMAN 1910-120 is the separation article for members found to be not worldwide assignable.
  - c. Members being transferred to Type 2 operational commands must be screened for operational duty to ensure successful completion of a full operational tour per BUMEDINST 1300.2 and this article.

d. For members transferring to Remote/Isolated Duty or Overseas Duty (Type 3, 4, or 6 duty), refer to MILPERSMAN 1300-300 for applicable screening procedures.

e. An operational screening must be completed no later than 30 days after a member is under orders to Type 2 duty.

3. **Reporting Requirements.** The operational screening process and report will be completed within 30 days of the actions listed in paragraph 2e above. In the case of personnel found able to return to duty (RTD) after temporary limited duty (TLD) or "Fit for Continued Naval Service" by the Physical Evaluation Board (PEB), responsibilities are outlined in MILPERSMAN 1300-801.

a. For medical limitations identified during operational screening, contact the gaining command and Navy Personnel Command (NAVPERSCOM) (PERS-40BB/applicable detailer) for acceptance per this article and BUMEDINST 1300.2.

b. If a delay in operational screening is anticipated beyond the 30-day deadline, notify the gaining command/NAVPERSCOM, utilizing Exhibit 1, with a "status pending" message, stating the reason for delay and anticipated completion date. This is required only if the delay in screening is due to a medical condition.

c. For members found **Suitable**:

(1) The transferring command will document suitability screening using Exhibit 2 and file in member's service record for enlisted and transfer package for officer.

d. For members found **Unsuitable**:

(1) The transferring command will notify the gaining command and NAVPERSCOM (PERS-40BB) using Exhibit 3. For non-rated enlisted members ensure Enlisted Placement Management Center (EPMAC) (EP-47) is an information addressee.

(2) Ensure report of unsuitability contains the following:

(a) Detailed reason(s) for the finding to include ICD-9 code(s).

(b) Recommendations from the screening MTF regarding medical limitations, prognosis, and indicated administrative actions (e.g., placement on TLD, referral to PEB).

(c) Recommendation from the commanding officer (CO).

(3) Commands with officers who are found unsuitable for operational duty will send an operational unsuitability message to their respective detailee.

4. **NAVPERSCOM/EPMAC Action.** Upon receipt of an unsuitable for operational duty message, NAVPERSCOM (PERS-40BB) will place the 0090 (Not Operationally Suitable) Navy Enlisted Classification (NEC) code in the member's Enlisted Master File, and a thorough review of each case will be conducted.

a. **For enlisted members,** recommendations will come from the respective detailee, EPMAC (for non-rated personnel) and enlisted community manager (ECM). NAVPERSCOM (PERS-4821) Medical Liaison Officer will coordinate with Bureau of Medicine and Surgery (BUMED), Force Medical Officers, ship medical officers, and overseas MTFs as required for those cases where assignment determinations for different type platforms cannot be readily made.

b. **For officers,** recommendations will come from the respective detailee, placement officer, and officer community manager. NAVPERSCOM (PERS-4821) Medical Liaison Officer will coordinate with BUMED, Force Medical Officers, ship medical officers, and overseas MTFs as required for those cases where assignment determinations for different type platforms cannot be readily made.

c. **In all cases for both officers and enlisted,** one of the following actions will result if member not placed on TLD or referred to PEB:

(1) If a prospective gaining command with medical capabilities appropriate for supporting member's limitations can be located via communication between NAVPERSCOM (PERS-4821) Medical Liaison Officer, NAVPERSCOM (PERS-40BB), and the gaining command, orders will be issued.

(2) Retain the member at current command until expiration of active obligated service (EAOS) or minimum service requirement (MSR), unless needs of the Navy dictate otherwise.

(3) If under PCS orders to an operational activity (Type 2 duty), PCS orders may be modified to an activity capable of providing the member with the appropriate medical care per manning control authority (MCA) priorities. For example, modification of orders to an activity that has a medical department capable of supporting member's medical care, provided the platform has a valid requirement for the rating. Member may also be considered for Type 3/6 duty near a MTF capable of supporting member's medical care if member has been rejected by query of the Type 2 command.

(4) For members with 18 or more years of active service, detailing will be governed by earliest retirement opportunity and needs of the Navy.

d. **For enlisted members only**, one of the following additional actions may result:

(1) As dictated by needs of the Navy, an enlisted member may be allowed to extend/reenlist provided member can be detailed per MCA priorities. This is different from the first option in that it allows members unsuitable for some operational jobs to go to a variety of other hard-to-fill jobs, or they may carry the necessary skills (e.g., a critical NEC) that are in short supply. An opportunity to reenlist and fill a critical billet may fit needs of the Navy as well as those of the member. For members who NAVPERSCOM has determined fall under this category, a request to reenlist message will be sent to NAVPERSCOM (PERS-40BB) for approval.

(2) Member will be instructed to contact command career counselor regarding submission of a conversion package to NAVPERSCOM, Active/Reserve Enlisted Career Program Division (PERS-481). COs and command career counselors should be aware that most Navy rates require a member to be worldwide assignable and if the member has been found to be operationally unsuitable, their request for conversion may be disapproved.

(3) If none of the above options apply, the enlisted member's command will be directed, via naval message, to initiate administrative separation processing per MILPERSMAN 1910-120 by reason of "not worldwide assignable."

5. **Administrative Separation**

a. Members administratively separated by reason of being "not worldwide assignable" per MILPERSMAN 1910-120 **do not** have a disability as defined in SECNAVINST 1850.4E.

b. Members who are awaiting PEB findings will not be administratively separated until conclusion of PEB process.

c. If an administrative board is required prior to a separation determination (see MILPERSMAN 1910-500 series), the administrative board may not disregard or change the approved diagnosis of a medical officer. Members can introduce evidence as to the impact that such diagnosis may have on their potential for productive future Naval Service.

6. **Human Immunodeficiency Virus (HIV) Personnel.**

Personnel enrolled in the HIV program are governed under SECNAVINST 5300.30C and are not included in this article.

## EXHIBIT 1

### OPERATIONAL SCREENING STATUS REPORT

(Use proper message format containing the following:)

FM Transferring Command  
TO BUPERS MILLINGTON TN//PERS-40BB/APPLICABLE DETAILER (for  
rated enlisted personnel)/APPLICABLE OFFICER DETAILER FOR  
OFFICER//  
INFO EPMAC NEW ORLEANS LA//47(for non-rated personnel)//  
GAINING COMMAND (IF APPLICABLE)  
BUMED WASHINGTON DC//M3F//  
BT  
UNCLAS // N01300//  
MSGID/GENADMIN//  
SUBJ/OPERATIONAL SCREENING STATUS REPORT ICO NAME, RATE, SSN//  
REF/A/DOC/BUPERS/DMY//  
REF/B/DOC/BUMED/DMY//  
REF/C/RMG/BUPERS ORDER/DTG//  
NARR/REF A IS MILPERSMAN 1300-800 OPERATIONAL SCREENING PROCESS.  
REF B IS BUMEDINST 1300.2. REF C IS ORDER XXXX//  
POC/NAME/RANK/UNIT IDENTIFIER/TEL:DSN/COMM/EMAIL IF APPLICABLE//  
RMKS/1. ORIG UNABLE TO COMPLETE OPERATIONAL SCREENING PER REFS  
A THRU C WITHIN THE 30-DAY TIME PERIOD.  
2. REASON FOR DELAY:  
3. ANTICIPATED COMPLETION DATE:  
4. ADDITIONAL INFO FROM MTF (IF ANY):  
5. PROVIDER'S NAME, RANK, TELEPHONE NUMBER, AND E-MAIL ADDRESS.  
6. COMMANDING OFFICER'S COMMENTS:  
BT

## EXHIBIT 2

### OPERATIONAL SUITABILITY REPORT

(Use NAVPERS 1070/613 (Rev. (10-81), Administrative Remarks  
containing the following:)

#### NAVPERS 1070/613, Administrative Remarks

**(DATE)** SUITABILITY FOR OPERATIONAL DUTY

1. Operational screening per BUPERS Order XXXX completed.  
Member is fully suitable for operational duty.
2. Reason for screening: Orders to Type 2/operational duty.

U. R. SEAWORTHY  
By direction

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**(DATE):** I hereby acknowledge the above NAVPERS 1070/613 entry  
and that I am fully suitable for operational duty.

\_\_\_\_\_  
(Member's Signature)

## EXHIBIT 3

### OPERATIONAL UNSUITABILITY REPORT

(Use proper message format containing the following:)

FM Transferring Command  
TO BUPERS MILLINGTON TN//PERS-40BB/APPLICABLE DETAILER (for  
rated enlisted personnel)/APPLICABLE OFFICER DETAILER **ONLY** FOR  
OFFICER//  
INFO EPMAC NEW ORLEANS LA//47(for non-rated personnel)//  
GAINING COMMAND (IF APPLICABLE)  
BUMED WASHINGTON DC//M3F//  
BT  
UNCLAS // N01300//  
MSGID/GENADMIN//  
SUBJ/UNSUITABILITY FOR OPERATIONAL DUTY ICO NAME, RATE, SSN//  
REF/A/DOC/BUPERS/DMY//  
REF/B/DOC/BUMED/DMY//  
REF/C/RMG/BUPERS ORDER/DTG//  
NARR/REF A IS MILPERSMAN 1300-800 OPERATIONAL SCREENING PROCESS.  
REF B IS BUMEDINST 1300.2. REF C IS BUPERS ORDER XXXX//  
POC/NAME/RANK/UNIT IDENTIFIER/TEL:DSN/COMM/EMAIL IF APPLICABLE//  
RMKS/1. OPERATIONAL SCREENING PER REFS A THRU C COMPLETED.  
MEMBER IS UNSUITABLE FOR (LIST SPECIFIC UIC/BILLET).  
2. REASON FOR SCREENING: ORDERS TO TYPE 2/OPERATIONAL DUTY.  
3. REASON FOR UNSUITABILITY: (MEDICAL OFFICER'S DIAGNOSIS.  
UTILIZE ICD-9 CODES WHEN APPLICABLE.)  
4. ADDITIONAL INFO FROM MTF (PER REF B):  
A. SPECIFIC LIMITATIONS.  
B. PROGNOSIS FOR IMPROVEMENT.  
C. LIMDU / PEB.  
D. PROVIDER'S NAME, RANK, TELEPHONE NUMBER AND E-MAIL ADDRESS.  
5. COMMANDING OFFICER'S RECOMMENDATION://  
BT