CLASSIFICATION: UNCLASSIFIED/
ROUTINE
R 242127Z APR 25 MID120001894759U
FM SECNAV WASHINGTON DC
TO ALNAV
XMT SECNAV WASHINGTON DC
CNO WASHINGTON DC
CMC WASHINGTON DC
BT
UNCLAS

ALNAV 031/25

MSGID/ALNAV/SECNAV WASHINGTON DC/APR//

SUBJ/INDEPENDENT DUTY CORPSMAN REPORTING SYSTEM IMPLEMENTATION//

REF/A/DOC/OPNAVINST 6400.1D/24JAN19//
REF/B/DOC/BUMEDNOTE 6400/29MAY24//

NARR/REF A IS OPNAV INSTRUCTION 6400.1D, TRAINING, CERTIFICATION,
SUPERVISION, AND EMPLOYMENT OF INDEPENDENT DUTY CORPSMAN.
REF B IS BUMEDNOTE 6400, INDEPENDENT DUTY CORPSMAN REPORTING SYSTEM
IMPLEMENTATION.// POC/CAPT CORMAC OCONNOR/BUMED SURFACE INDEPENDENT DUTY
CORPSMAN (IDC) PROGRAM DIRECTOR (BUMED N10F6)/COMM: 202-340-
5136/EMAIL: CORMAC.J.OCONNOR.MIL@HEALTH.MIL POC/HMCM CARLOS RODRIGUEZ/BUMED
SUBMARINE IDC PROGRAM MANAGER (BUMED N10F4)/COMM: 703-474-0425/EMAIL:
CARLOS.A.RODRIGUEZ170.MIL@HEALTH.MIL
POC/HMCM ATIBA MATHLIN/BUMED SURFACE IDC PROGRAM MANAGER (BUMED N10F4)/COMM:
703-681-9274/EMAIL: ATIBA.D.MATHLIN.MIL@HEALTH.MIL//

RMKS/1. This message reinforces reference (b) and sets the requirement for
immediate implementation and utilization of the Independent Duty Corpsman
Reporting System (IDCRS) across the Department of the Navy, effective the
release date of this message. Budget Submitting Office (BSO) activities with
IDCs will validate entry of IDC program data within 30 days of release of
this message.

2. This message applies to all IDCs, commands with IDCs assigned, IDC
program directors, IDC program managers, and IDC physician supervisors
serving in the Department of the Navy to include the United States Marine
Corps. IDCRS provides standardized tracking and reporting functions while
minimizing the administrative burden associated with quarterly and annual
reports. Program managers are responsible for ensuring records are created
for all IDCs within their commands and subcommands.

3. IDC program directors, managers, and physician supervisors, as defined in
reference (a), will obtain access to IDCRS, ensure all IDCs under their
supervision program are enrolled in IDCRS, and utilize IDCRS for record-
keeping and quarterly and annual reporting to higher echelon, effective the
release date of this message. Any IDC who is unable to select the
appropriate command hierarchy in IDCRS should contact the Bureau of Medicine
and Surgery (BUMED) point of contacts (POCs) listed above for further
coordination and alignment.
    a. BSO activities with IDCs must ensure that all IDCs obtain access to
IDCRS and are enrolled in an IDC supervision program per reference (a).
Under no circumstances will an IDC practice medicine without being enrolled

in an IDC supervision program. If an IDC supervision program solution cannot be reached locally, the IDCs parent command must contact the BUMED POCs listed above for further coordination.

     b. IDCRS roles will be granted consistent with the echelon level of the respective program and subordinate commands. Program directors and managers will be able to grant access to personnel within their echelon and subordinate commands.

     c. Every IDC will, at minimum, obtain an IDCRS account utilizing the IDC role. This will allow IDCs to upload their own certification and continuing education units to be approved by their respective program manager.

     d. Visitor role is reserved for personnel requiring view only access to ensure readiness across their organization via the dashboard module. Visitor role examples include commanding officers, executive officers, command master chiefs, command senior enlisted leaders, command inspector generals, or any others with a need-to-know requirement.

     e. Program directors and managers supervising IDCs outside their BSO must submit quarterly and annual reports to their higher echelon and the IDCs administrative commander to ensure discrepancies in certifications or patient care are communicated to the IDCs organic chain of command.

4. IDCRS can be accessed via a common access card enabled site at https://dha.insights.health.mil/idc-reporting-system/. The home page of IDCRS contains a user guide for reference. Users are highly encouraged to utilize the Google Chrome browser to access IDCRS.

5. Administration and logistics. All relevant items from six-part folders concerning current certification and any historical adverse remarks should be transitioned to the members IDCRS profile. When the IDCRS implementation is fully validated and functional within all IDC programs across the Department of the Navy, further guidance will be issued by each BSO regarding local record-keeping requirements and official sundown and destruction of six-part folders.

6. The primary mode to submit questions or comments regarding the IDCRS is via the feedback button within IDCRS or secondarily via email at usn.ncr.bumedfchva.mbx.idcrs@health.mil.

7. Released by the Honorable John C. Phelan, Secretary of the Navy.//

BT
#0001
NNNN
CLASSIFICATION: UNCLASSIFIED/