

## MILPERSMAN 1300-800

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

<b>Responsible Office</b>	NAVPERSCOM (PERS-40BB)	Phone:	DSN	882-3523
			COM	(901) 874-3523
			FAX	882-2647
	NAVPERSCOM (PERS-451)	Phone:	DSN	882-4518
			COM	874-4518
			FAX	N/A
NAVPERSCOM CUSTOMER SERVICE CENTER		Phone:	Toll Free	1-866-U ASK NPC

<b>References</b>	(a) BUMEDINST 1300.2A (b) NAVMED P-117, Manual of the Medical Department (c) SECNAVINST 1850.4E (d) SECNAVINST 5300.30D
-------------------	--

1. **Purpose.** To establish the requirement for commanding officers to perform an operational screening after a member in their command receives permanent change of station (PCS) orders to operational duty.

2. **Policy.** Operational screening determines suitability of Sailors transferring to Type 2 or 4 duty (enlisted) and Type C or D duty (officer). This does not alleviate the requirement to complete overseas screening per MILPERSMAN 1300-300. For Sailors transferring to Type 4 or D duty and found unsuitable due to a medical condition, once overseas screening has been reported per MILPERSMAN 1300-300, commands are directed to report unsuitability findings utilizing Exhibit 3 of this article.

a. The responsibility for operational screening lies with the Sailor's parent command. Screening Military Treatment Facility (MTF) responsibilities are outlined per references (a) and (b). Parent commands will ensure operational screenings are completed and reported per reporting requirements in para. 3.

An operational screening must be completed no later than 30 days after a Sailor is under orders to operational duty.

b. For enlisted members transferring to an operation command (type 2) within their first year of active duty, the Navy's entrance physical examination will be considered to satisfy the requirement for an operation screening. Overseas screening, per MILPERSMAN 1300-300, is still required to be completed for all orders to Type 3, 4 or 6 duty.

c. All officers assigned to Type/TAC 2/C will complete an operational screening prior to transferring to the operational unit. Overseas screening, per MILPERSMAN 1300-300, is still required to be completed for all orders to Type 3, 4 or 6 and TAC O and D (except HI and AK) duty.

d. For Sailors who have been disqualified from any program (e.g., submarine, nuclear, air crew duty etc.) due to medical limitations and are requesting conversion, an operational screening must be completed prior to any conversion/lateral transfer request being considered. Ensure submarine disqualification or medical waiver process has been completed prior to submission of the operational screening report.

3. **Reporting Requirements.** For enlisted personnel found able to return to duty after temporary limited duty (TLD) or "Fit for Continued Naval Service" by the Physical Evaluation Board (PEB), responsibilities are outlined per MILPERSMAN 1306-801 and reference (a).

a. For medical limitations identified during operational screening, the screening MTF must forward a suitability inquiry for the Sailor to the medical officer for the operational platform to ensure the condition will not interfere with the Sailor's ability to perform in the operational environment per this article and reference (a).

b. If a delay in operational screening is anticipated, notify the gaining command and Navy Personnel Command (NAVPERSCOM) Enlisted Distribution Division (PERS-40BB) (for enlisted), or the applicable officer detailee, utilizing Exhibit 1 with a "status pending" message stating the reason for delay and anticipated completion date.

c. For Sailors found **Suitable**, the transferring command will document suitability screening using Exhibit 2 and attach to transfer package.

d. For Sailors found **Unsuitable**:

(1) The transferring command will notify the gaining command and NAVPERSCOM (PERS-40BB) for enlisted or the applicable officer detailee using Exhibit 3.

(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 and referral to PEB).

(c) Recommendation from the commanding officer.

4. **NAVPERSCOM Action**. Upon receipt of an unsuitable for operational duty message, NAVPERSCOM (PERS-40BB) will place the Navy Enlisted Classification (NEC) code "0090" (Not Operationally Suitable) in the Sailor's Enlisted Master File (EMF).

a. **For enlisted Sailors**, disposition recommendations will come from the respective detailee and enlisted community manager (ECM). NAVPERSCOM, Enlisted Distribution Division (PERS-40MM) will liaise with the NAVPERSCOM, Medical Programs Division (PERS-82) to 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 or placement officer. PERS-451 will liaise with the NAVPERSCOM, PERS-82 to 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.

c. **For both officers and enlisted**, one of the following actions will result if the Sailor is not placed on TLD or referred to PEB:

(1) If a prospective gaining command with medical capabilities appropriate for supporting the Sailor's limitations can be identified, assignment orders will be issued.

(2) If a valid requirement exists at the current command, retain the member until expiration of active obligated service or minimum service requirement, unless needs of the Navy dictate otherwise.

(3) **For enlisted Sailors only**, one of the following additional actions may result:

(a) As dictated by needs of the Navy, an enlisted Sailor may be allowed to extend or reenlist provided the Sailor can be detailed per MCA priorities. This is different from the option cited in paragraph 4c(2) in that it allows Sailors who are unsuitable for some operational jobs to go to other hard-to-fill jobs.

(b) The Sailor will be instructed to contact their command career counselor (CCC) regarding submission of a conversion package to NAVPERSCOM, Career Administration Division (PERS-81). COs and CCCs should be aware that most Navy ratings require a Sailor to be world-wide assignable and if the Sailor has been found to be operationally unsuitable, the request for conversion may be disapproved.

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

#### 5. **Administrative Separation (ADSEP)**

a. Sailors administratively separated by reason of being "not world-wide assignable," per MILPERSMAN 1910-120, **must not** have a disability as defined per reference (c).

b. If an administrative board is required prior to a separation determination, the administrative board may not

disregard or change the diagnosis of a medical officer. Sailors 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 per reference (d) and are not subject to this article.

## EXHIBIT 1

### OPERATIONAL SCREENING STATUS REPORT

(Use proper message format containing the following:)

FM Transferring Command  
TO COMNAVPERSCOM MILLINGTON TN//PERS-40BB (and)/APPLICABLE  
DETAILER (for enlisted personnel) (or)/APPLICABLE OFFICER  
DETAILER FOR OFFICERS//  
INFO GAINING COMMAND (IF APPLICABLE)  
BUMED WASHINGTON DC//M3F//  
BT  
UNCLAS // N01300//  
MSGID/GENADMIN//  
SUBJ/OPERATIONAL SCREENING STATUS REPORT ICO RANK/RATE, NAME//  
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 1300.2A. 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

(Attach the following statement to transfer package)

**(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

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

(Sailor's Signature) \_\_\_\_\_

### EXHIBIT 3

#### OPERATIONAL UNSUITABILITY REPORT

(Use proper message format containing the following:)

FM Transferring Command  
TO COMNAVPERSCOM MILLINGTON TN//PERS-40BB (and)/APPLICABLE  
DETAILER (for enlisted personnel) (or)/APPLICABLE OFFICER  
DETAILER (for Officers)//  
INFO GAINING COMMAND (IF APPLICABLE)  
BUMED WASHINGTON DC//M3F//  
BT  
UNCLAS // N01300//  
MSGID/GENADMIN//  
SUBJ/UNSUITABILITY FOR OPERATIONAL DUTY ICO RANK/RATE, NAME//  
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