

MILPERSMAN 1306-1001

NAVY WOUNDED WARRIOR-SAFE HARBOR DUTY

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References	(a) DoD Instruction 1300.24 of 1 Dec 2009 (b) SECNAVINST 1740.5A (c) OPNAVINST 1740.6 (d) CNICINST 1740.1 (e) NAVMED P-117
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1. **Program Background.** The mission of Navy Wounded Warrior - Safe Harbor (NWW-SH) is to provide non-medical care management for seriously wounded, ill, and injured Sailors and Coast Guardsman who have a clinical condition meeting category 2 or category 3 criteria per references (a) through (d). NWW-SH duty is one of the most demanding billets in the Navy, requiring demonstrated leadership abilities and a skill set that enables case managers to deal with many challenging situations. Experience has shown that personnel having a strong record of leadership performance in the fleet and who are familiar with Navy policies and programs have the ability to succeed in an assignment to the NWW-SH Program. NWW-SH is a part of the Fleet and Family Readiness Program (under Commander, Navy Installations Command (CNIC)). NWW-SH has non-medical care management teams located throughout five regions in the continental United States and Hawaii.

2. **Policy**

a. **Billets.** Enlisted personnel (pay grades E7-E9) are ordered to 1 of 10 locations for a 36-month tour. Enlisted personnel are assigned to the CNIC Region staff under the Regional Director (N95) and serve as non-medical care managers in major military treatment facilities (MTF). They are the uniform presence of the program to enrollees, their families, and caregivers.

b. **Tour Length.** In computing the tour length for NWW-SH personnel, the tour must commence as of the date the member reports to the CNIC region (parent command), even though the member may report for further assignment in the geographical location of the respective MTF.

c. **Temporary Duty Under Instruction (TEMUINS).** All personnel assigned to NWW-SH are required to attend a 1-week familiarization at CNIC Headquarters, Washington, DC for TEMUINS prior to reporting to their respective region for duty.

3. Requirements and Qualifications

a. **Commanding Officer (CO) Certification.** All personnel who are nominated for NWW-SH billets will be screened for duty. The CO must certify that the member has been screened and has completed sections A, B, C, D2, and D3 of NAVPERS 1306/92 Special Program Screening. NAVPERS 1306/92 may be accessed by using the following Web address:
<https://www.mynavyhr.navy.mil/References/Forms/NAVPERS/>.

(1) **Performance Evaluations.** A waiver is required for any mark below 3.0 on NAVPERS 1616/27 Evaluation and Counseling Record (E7-E9) in any trait within the last 36 months.

(2) **Non-judicial Punishment (NJP).** A waiver is required for NJP, courts-martial conviction, civilian conviction, significant involvement with civilian authorities, or moral/integrity violations. Waivers will be authorized on a case-by-case basis (waivers are not authorized for any sex-related offenses occurring in or pre-service).

(3) **Physical Fitness Assessment (PFA).** Members currently must:

(a) Be within height and weight, or body fat standards;

(b) Have passed the most recent PFA; and

(c) Be within standards at the time of transfer.

(4) **Command Drug and Alcohol Program Advisor.** Personnel with a documented alcohol-related incident (e.g., driving under the influence of alcohol, driving while intoxicated, public

intoxication within the previous 36 months, or any two incidents during their career) are unsuitable.

(5) **Medical and Dental.** Health and dental records are to be screened following the guidance in reference (e) and documented in the member's health records. Due to the routine high-stress environment of NWW-SH, members with a history of stress-related problems (e.g., depression, suicide ideations, nervous breakdowns, and anger management issues) will not be assigned. Members must be at least dental class II prior to transfer.

(6) **Family Advocacy Program (FAP).** Substantiated FAP cases involving physical abuse are disqualifying while families are undergoing treatment (i.e., open FAP case, resolved substantiated FAP, or civil charges). All members involved in substantiated cases involving child abuse, sexual molestation, or sexual assaults (including incest or other) are permanently disqualified.

(7) **Demonstrated Leadership.** Due to the demanding responsibilities, stressful environment, required in-depth knowledge of Navy policies, and frequent interface with senior personnel, completion of a successful tour as a chief petty officer (E-7) or above is required prior to assignment to NWW-SH.

b. **NAVPERS 1306/92.** The original NAVPERS 1306/92 will be scanned and submitted via e-mail to Navy Personnel Command, Shore Special Programs Branch (PERS-4010) within 30 days from the date-time group of screening message.

c. **Obligated Service (OBLISERV).** Required OBLISERV for this duty is 36 months from the time the member reports to the CNIC region (parent command). Retainability waivers will be reviewed on a case-by-case basis.

d. **Security Clearances.** Assignment to NWW-SH requires a completed and adjudicated national agency check with favorable local agency and credit check.

e. **Program Waivers.** All waivers are considered on a case-by-case basis per Head, Shore Special Programs (PERS 4010) in coordination with CNIC (N95).