

MILPERSMAN 1306-1001

NAVY WOUNDED WARRIOR-SAFE HARBOR DUTY

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References	(a) DoD Instruction 1300.24 of 1 December 2009 (b) SECNAVINST 1740.5B (c) OPNAVINST 1740.6 (d) CNICINST 1740.1 (e) NAVMED P-117, Manual of the Medical Department
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1. **Program Background.** The mission of Navy Wounded Warrior Safe Harbor (NWW-SH) Program is to provide non-medical care management for seriously wounded, ill, and injured Sailors and Coast Guardsmen with a clinical condition meeting category 2 or category 3 criteria of references (a) through (d). Assignment to NWW-SH duty is one of the most demanding duties in the Navy, requiring demonstrated leadership abilities and a skill set that enables case managers to handle challenging situations. Experience has shown that personnel having a strong record of leadership 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 Service members in the pay grades of E7-E9 are ordered to 1 of 10 locations for a 36-month tour. Enlisted Service members are assigned to the CNIC region staff under the CNIC Regional Program Director (N95) and serve as non-medical care managers in major military treatment facilities

(MTF). They are the program's uniform presence 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 Service member will report to the CNIC region (parent command), even though the member may report for further assignment in the geographical location of the respective MTF.

3. **Requirements and Qualifications**

a. **Commanding Officer (CO) Certification.** All Service members nominated for assignment to NWW-SH duty will be screened. The CO must certify the Service member has been screened and completed sections A, B, C, D2, and D3 of [NAVPERS 1306/92](#) Special Program Screening. 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.

(1) **Performance Evaluations.** A waiver is required for any mark below 3.0 in any trait of the Service member's [NAVPERS 1616/27](#) Evaluation and Counseling Record (E7-E9) within the last 36 months.

(2) **Disciplinary Record.** A waiver is required for cases of NJP, courts-martial conviction, civilian conviction, significant involvement with civilian authorities, or moral or 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 must:

(a) Be within height, weight, or body fat standards at the time of screening;

(b) Have passed the most recent PFA; and

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

(4) **Alcohol Misuse.** Service members with documented alcohol misuse (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 deemed unsuitable for assignment.

(5) **Medical and Dental**. Health and dental records are to be screened per reference (e) and documented in the Service members health records. Due to the routine high-stress environment of NWW-SH, Service members with any condition related to mental health, cognitive impairments, or other affective liabilities will not be assigned. At a minimum, Service members must be classified as 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 Service members involved in substantiated cases involving child abuse, sexual molestation, or sexual assaults (including incest) 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. **Obligated Service (OBLISERV)**. Required OBLISERV for assignment to NWW-SH duty is 36 months from the time Service member reports to the CNIC region (parent command). Retainability waivers will be reviewed on a case-by-case basis.

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

d. **Program Waivers**. All waivers will be considered on a case-by-case basis per PERS-4010 in coordination with CNIC N95.