

ADMITS Web Application Information

ADMITS is back online, with limited capability, and commands should submit Drug and Alcohol Reports (DARs) held on station while the system was offline; enter new incidents and referrals; conduct record checks. Additionally, Substance Abuse Rehabilitation Program (SARP) Counselors are encouraged to enter screening and treatment records, where applicable, once DARs had been submitted by the command.

Submission of Drug and Alcohol Reports (DARs) is critical to ensuring members are screened and when recommended, treated at a Substance Abuse Rehabilitation Program (SARP). DARs also provide Navy leadership trend analysis to make informed decisions about Navy substance abuse policies and prevention efforts.

Commands should continue to submit DARs (incidents/referrals) that occurred while the system was inaccessible. To ensure all DARs are submitted via ADMITS, commands should review and compare DAPA files to the official ADMITS electronic record. Conduct an ADMITS "Record Check" to identify whether a DAR was submitted for an individual. Lastly, all members screened by SARP require a DAR submission. DAPAs should engage with SARPs, if needed, to identify any command personnel who were screened for incidents and referrals and do not have an electronic DAR.

If you have any questions, please feel free to contact the ADMITS Help Line at 901-874-4214 or mill_n17_admits@navy.mil

ADMITS Frequently Asked Questions

1. Q: What are the limitations of the system?

A: Command DAPAs can conduct record checks and create new DARs. Substance Abuse Rehabilitation Program (SARP) Counselors can enter screening and treatment records, once commands submit and approve the DARs. Alcohol and Drug Control Officers' (ADCOs) access will be limited to unit level access until future versions have been released.

2. Q: When will the full version of ADMITS be released?

A: A fully compliant version of ADMITS will be released in phases over the next year; each phase will provide users with increased functionality.

3. Q: How do I submit DARs for events that occurred when ADMITS was offline?

A: All DARs will be completed on line via the ADMITS web application. Click on the "Menu" tab; then, click "Enter DAR record" to complete the report. Your Commanding Officer or their designated representative must approved DARs on line via ADMITS web application. Visit http://www.public.navy.mil/bupers-npc/support/21st_Century_Sailor/Pages/default2.aspx for a detailed "How to Guide" on ADMITS."

4. Q: If I previously had an account will I still be able to access ADMITS?

A: Most accounts were transferred to the interim system; however, users without an assigned role were not transferable. Users without an assigned role must submit an SAAR-N form.

5. Q: How do I register for and ADMITS account?

A: Registration requests can be sent by email to: MILL_N17_ADMITS@Navy.Mil or visit our website at http://www.public.navy.mil/bupers-npc/support/21st_Century_Sailor/Pages/default2.aspx.

6. Q: How do I log in to ADMITS?

A: Users must have to BOL. Click on the ADMITS link on the BUPERSONLINE home page. Unregistered users will be able to access the ADMITS home page; however, they will not have access to reports. Registered users will have a tabbed access to reports and tools based on their role assigned and area of responsibility.

ADMITS POC

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