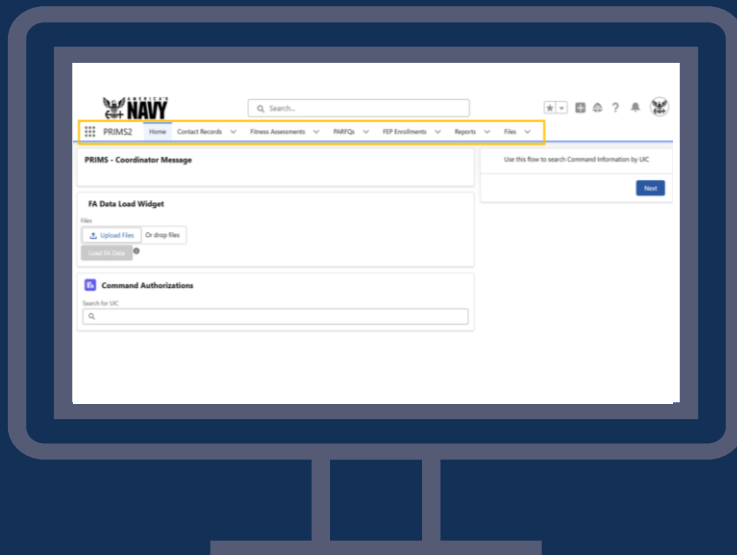




Combat Fitness Assessment (CFA) *Platform Display*



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Tips



New! Combat Fitness Assessment (CFA)

In accordance with **OPNAVINST 6110.1 (series)**, Combat Arms personnel must participate in scheduled CFA cycles unless medically waived, in a pregnancy or postpartum status, or prohibited by operational requirements. Combat Arms personnel include:

- ✓ Naval Special Warfare (NSW; SEAL and Special Warfare Combat Crewman (SWCC))
- ✓ Explosive Ordnance Disposal (EOD)
- ✓ Fleet Diving (Navy Divers and Diving Officers (Chief Warrant Officer Designator 720X))



CFAs must be administered by a qualified Command Fitness Leader (CFL) and/or Assistant Command Fitness Leaders (ACFLs).

How It Works



CFL or ACFL administers the CFA as outlined in the OPNAVINST 6110.1 (Series) and PRP Guides.



Combat arms personnel participate in the scheduled CFA.



CFL or ACFL records CFA results on the appropriate score sheets and enters data into PRIMS.



Overview



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Learning Targets



**CFA Quick
Tips**



How to Use This Tutorial

Tip: Use your **Mouse or Tab** to move between interactive elements and **Enter** to activate a selection.

- Use the **Navigation panel** on the left to move between lesson sections.
- Select the **Home** icon at any time to return to the course start page.

Tutorial Sections



Policy Insights

Review tips and important notes about PRIMS.



Step-By-Step Instructions

Follow step-by-step instructions with screenshots of PRIMS.



Learning Targets

Understand what task you will learn to perform in PRIMS.



CFA Quick Tips

Job Aid to the CFA that you can print & reference.



Overview



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CFA Quick
Tips



CFA key takeaways:

- ☐ Active Component (AC) personnel are required to participate in the PFA and CFA every 12 months
- ☐ Reserve component (RC) personnel on Active-Duty orders for 1 year or more, to include TAR personnel, are required to participate in the PFA and CFA every 12 months.
- ☐ Navy Physical Readiness Test (PRT) will take place in alignment with the Navy PFA Cycle-1.
- ☐ Combat Fitness Test (CFT) will take place in alignment with the official PFA Cycle-2.



For additional guidance, see **PRP Guide-5B** within the Guides section of the **MyNavy HR Physical Readiness** site.

New! CFA Functionality

CFA Quick Tips



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Learning Targets



CFA Quick
Tips



1

Fitness Assessment (FA): Tile named in lieu of PFA for Combat Arms personnel and shows the FA cycle and dates.


Fitness Assessments (3+)


[FA-1214156](#)

Navy Cycle Name: Cycle 2 2026
Navy Cycle Start Date: 7/1/2026
Navy Cycle End Date: 12/31/2026

2

Fitness Test (FT): Tile named in lieu of CFT for Combat Arms personnel. Provides a link to view the FT and additional details.


Fitness Tests (1)


FT Name: [FT-0006686135](#)
FT Date: 7/8/2026
Final Category: EXCELLENT MEDIUM

3

FT Record Type: Record type is a new field that indicates this is a CFT record FT.


Fitness Test
Cycle 2 2026

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
CFT	7/1/2026	12/31/2026	Paul Sailor

4

FA Record Details: Provides Sailor details associated with the select FA.


Fitness Assessment Details


Member Full Name	Navy Cycle Name
Paul Sailor	Cycle 2 2026
DODID	Navy Cycle Start Date
1234567890	7/1/2026
Assigned UIC	Navy Cycle End Date
82650	12/31/2026



Additional new features are highlighted in individual lessons.



Select a learning target below to begin the Step-by-Step walkthrough.

This tutorial outlines the step-by-step process to:

1 CFA Medical Waiver

2 CFA BCA

3 CFA Combat Fitness Test (CFT)



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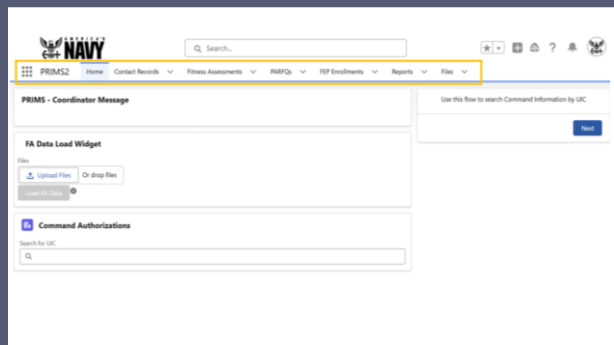
CFA Quick
Tips





ACFL PRIMS Training

Medical Waiver for CFA *Platform Display*



Start Tutorial



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Overview of Medical Waiver

Med Waiver Guidance

Medical waivers are authorized for Sailors with an injury or illness, or for Sailors recovering from a surgical or medical procedure that prevents them from participating in the Official Navy FA before the end of the Official Navy FA cycle.

You can create and edit medical waivers in PRIMS for your Sailors to:

- ✓ Properly track who received a waiver.
- ✓ Ensure Sailors are meeting the conditions and restrictions outlined in their waiver.
- ✓ Maintain accurate records to determine Sailor eligibility to participate in the FA and under which specific conditions.



For additional guidance, see **PRP Guide-6** within the Guides section of the **MyNavy HR Physical Readiness** site.

How It Works



The Sailor is not physically cleared for one or more events during medical screening.



The CO/OIC endorses the medical waiver.



The ACFL adds the medical waiver in PRIMS.



How to Use This Tutorial

Tip: Use your **Mouse or Tab** to move between interactive elements and **Enter** to activate a selection.

- Use the **Navigation panel** on the left to move between lesson sections.
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Tutorial Sections



Policy Insights

Review tips and important notes about PRIMS.



Step-By-Step Instructions

Follow step-by-step instructions with screenshots of PRIMS.



Learning Targets

Understand what task you will learn to perform in PRIMS.



Quick Steps

Job Aid to create a Medical Waiver that you can print & reference.



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The Commanding Officer (CO)/Officer in Charge (OIC), Authorized Medical Department Representative (AMDR), Command Fitness Leader (CFL), Assistant Command Fitness Leaders (ACFLs), and individual Sailors have responsibilities regarding medical waivers.



CO/OIC

- Designate an AMDR in writing to make recommendations on the FA medical waivers.
- Approve or Disapprove all command FA Waivers.
- Refer Sailors who receive medical waivers for a Medical Record Review (MRR) via the Medical Evaluation Board (MEB) process.



AMDR

- Must be appointed in writing by the CO/OIC.
- Review all positive PARFQs and recommend medical waivers.
- Facilitate uploading a copy of the NAVMED 6110/5 and/or PARFQ into the Electronic Health Record.
- Make PFA medical recommendations to the CO via NAVMED 6110/5.



CFL/ACFL

- Ensure all Sailors have proper medical screening/clearance prior to CFA participation.
- Ensure Sailors requiring medical evaluation & clearance based on PARFQ responses report to medical.
- Review medical waiver recommendations and documents.
- Ensure CO/OIC approved FA Waivers for the current cycle are documented in PRIMS.
- PRIMS calculations require the medical waiver be entered prior to the BCA and PRT/CFT data. Failure to do so will cause the Sailor's PRT to reflect "Incomplete," and an LOC will be required for correction.



Sailor

- The member is responsible to seek medical attention for medical issues that limit or affect their physical readiness prior to the official CFA.
- The PARFQ must be completed in MNP for each official CFA cycle prior to participation in the CFT.

How to Create a Medical Waiver

PRIMS Quick Steps



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1 In the **Sailor's Contact Record**, select the **Fitness Assessment (FA)** hyperlink.

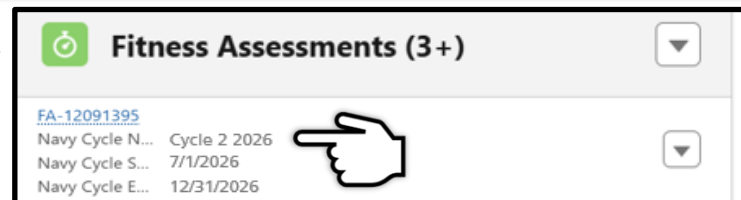
2 Select the **Medical Waiver** drop-down list and select **New**.

3 Select the applicable Medical Waiver and select **Save**.



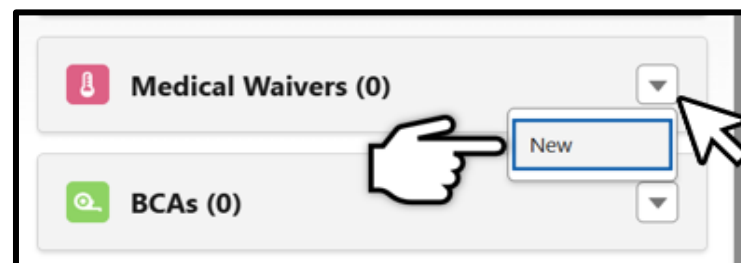
After selecting **Save**, the Medical Waiver is created.

4 Select the **Medical Waiver** hyperlink to review.



Fitness Assessments (3+)

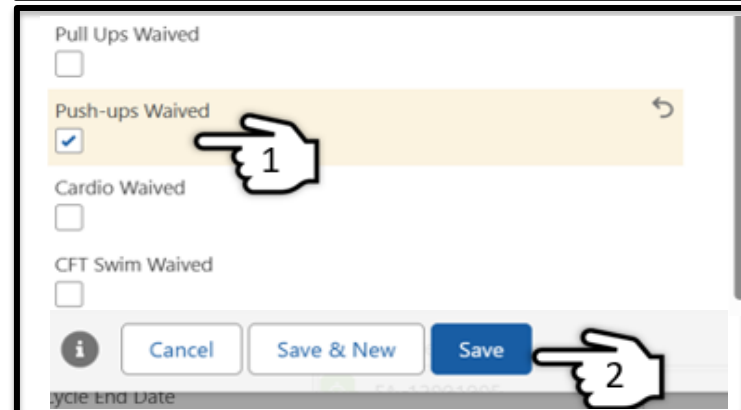
FA-12091395
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026



Medical Waivers (0)

BCAs (0)

New



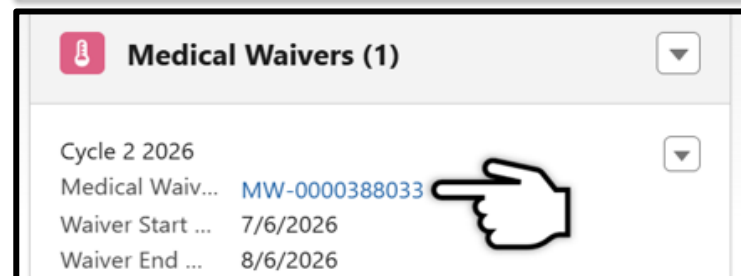
Pull Ups Waived
☐

Push-ups Waived
☒ 1

Cardio Waived
☐

CFT Swim Waived
☐

Cancel Save & New Save 2



Medical Waivers (1)

Cycle 2 2026
Medical Waiv... MW-0000388033
Waiver Start ... 7/6/2026
Waiver End ... 8/6/2026



Select a learning target below to begin the Step-by-Step walkthrough.



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This tutorial outlines the step-by-step process to:

1

View a Medical Waiver

2

Create a Medical Waiver

3

Edit a Medical Waiver

How To View a Medical Waiver

Step-By-Step Instructions



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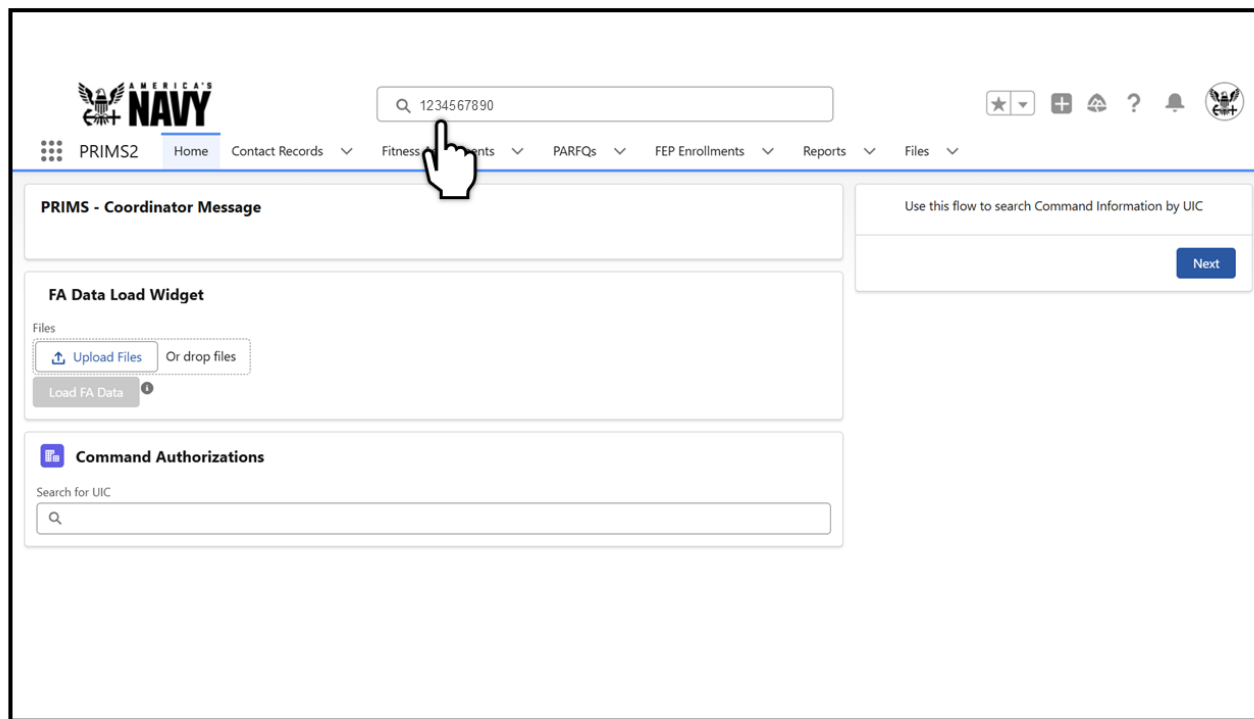
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 1 of 5: In the **Search** field, type the **DODID**, then press the **Enter** key.

How To View a Medical Waiver

Step-By-Step Instructions



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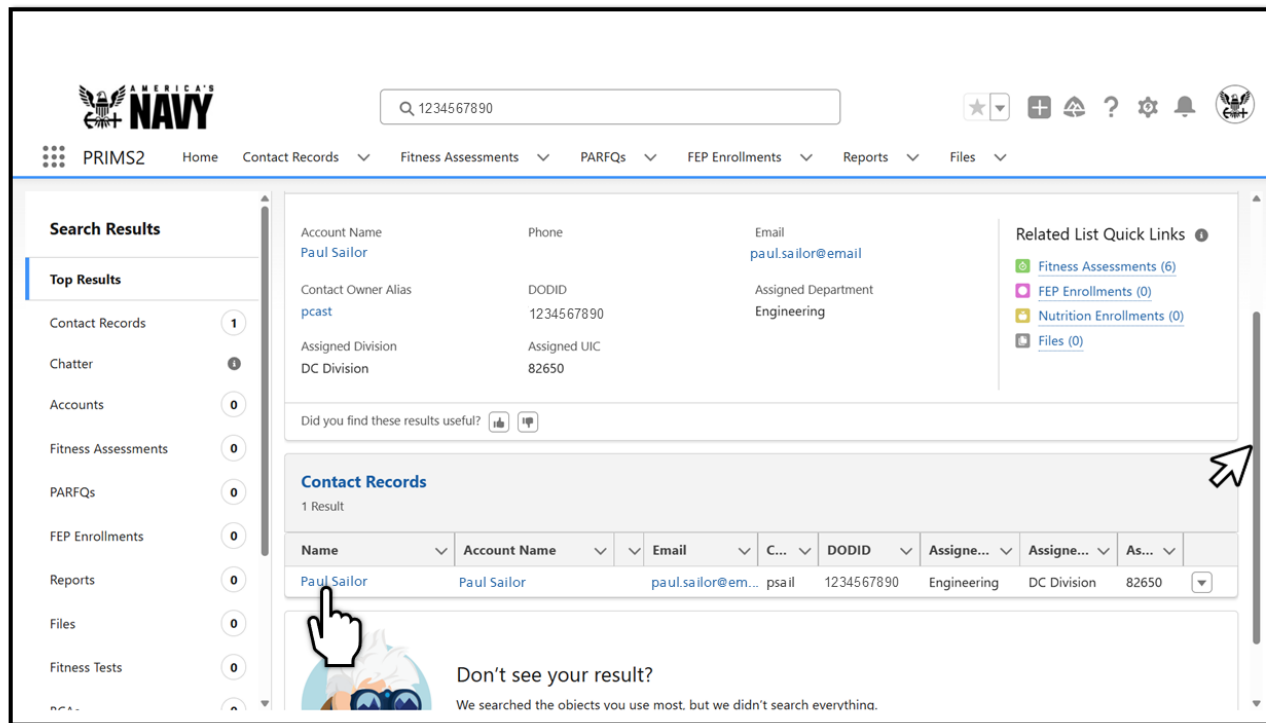
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the NAVY PRIMS2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' section is active, showing search results for 'Paul Sailor'. The results include fields for Account Name, Phone, Email, Contact Owner Alias, DODID, Assigned Division, and Assigned UIC. A table below the results shows one result for 'Paul Sailor' with various details. A hand cursor is pointing at the 'Paul Sailor' name in the table. To the right of the table, there's a 'Related List Quick Links' section with links for Fitness Assessments (6), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). At the bottom of the interface, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'



Step 2 of 5: On the **Contact Records** tile, select the Sailor's **Name**.

How To View a Medical Waiver

Step-By-Step Instructions



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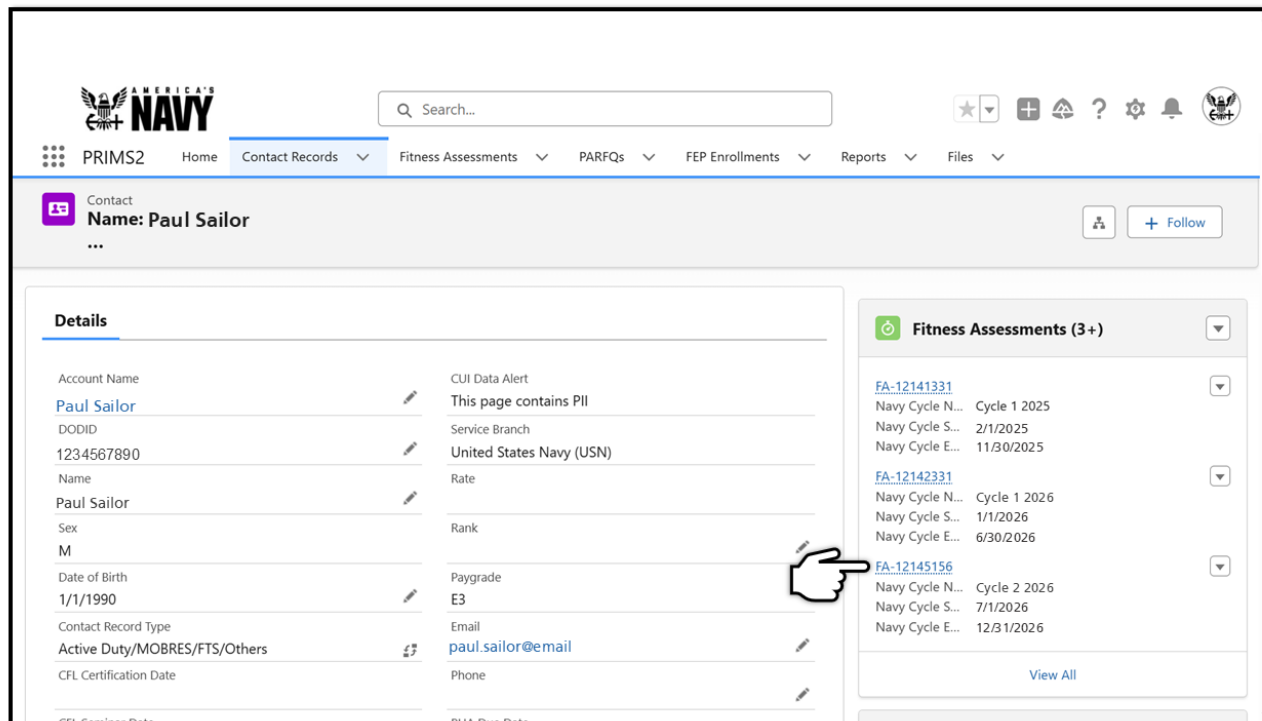
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Quick Steps



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The screenshot shows the Navy Physical Readiness Program interface. At the top, there is a search bar and navigation tabs: PRIMS2, Home, Contact Records (selected), Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. Below the tabs, the contact record for "Paul Sailor" is displayed. The "Details" section shows various fields: Account Name (Paul Sailor), DODID (1234567890), Name (Paul Sailor), Sex (M), Date of Birth (1/1/1990), Contact Record Type (Active Duty/MOBRES/FTS/Others), CFL Certification Date, CUI Data Alert (This page contains PII), Service Branch (United States Navy (USN)), Rate, Rank, Paygrade (E3), Email (paul.sailor@email), and Phone. To the right, the "Fitness Assessments (3+)" section lists three assessments: FA-12141331 (Cycle 1 2025), FA-12142331 (Cycle 1 2026), and FA-12145156 (Cycle 2 2026). A hand icon points to the FA-12145156 assessment. Below the screenshot, there are five circular indicators, with the third one (corresponding to the current step) being dark blue.

Step 3 of 5: Select the current **Fitness Assessment (FA)**.

How To View a Medical Waiver

Step-By-Step Instructions



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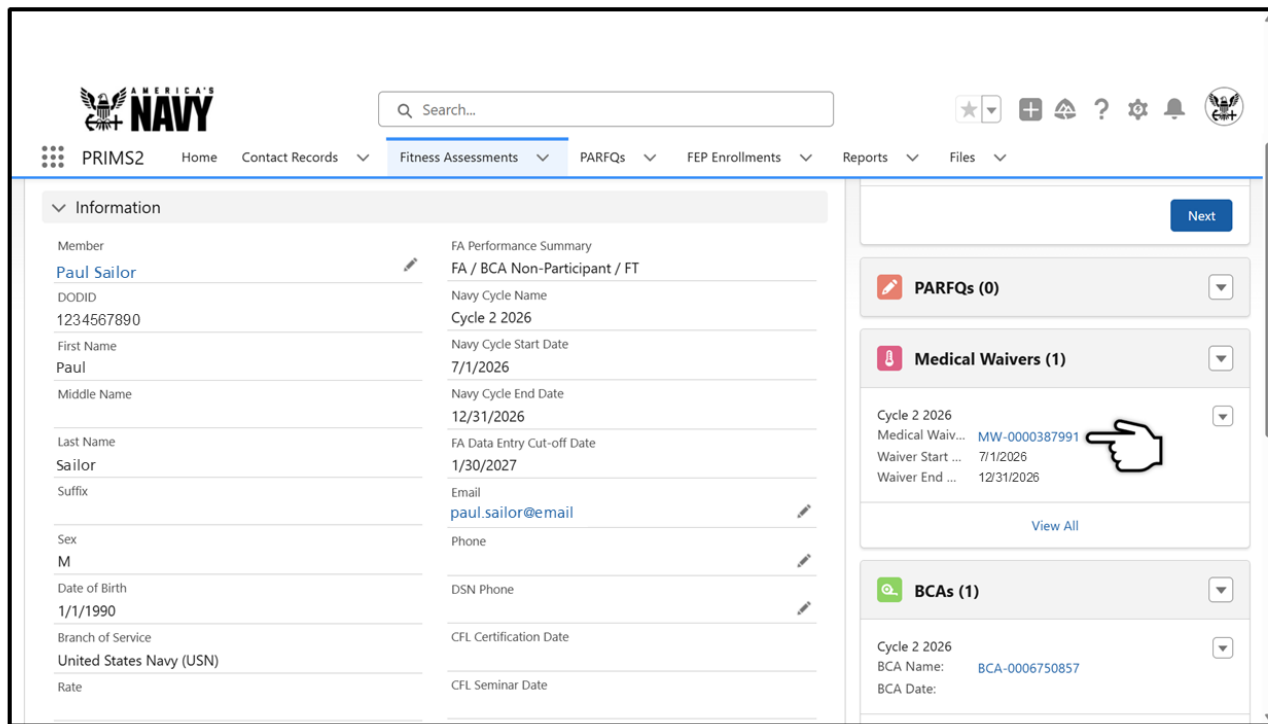
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the Navy Physical Readiness Program interface. The top navigation bar includes the Navy logo, a search bar, and various icons. The main content area is divided into sections: Information, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The Information section displays member details for Paul Sailor, including DODID, first and middle names, last name, sex, date of birth, branch of service, and rate. The Fitness Assessments section shows the member's performance summary and cycle information. The PARFQs section displays a list of PARFQs. The Medical Waivers section shows a list of medical waivers, with a hand icon pointing to the 'Medical Waiver' link. The BCAs section displays a list of BCAs.

Step 4 of 5: Scroll to the **Medical Waiver** tile, then select the **Medical Waiver** hyperlink.

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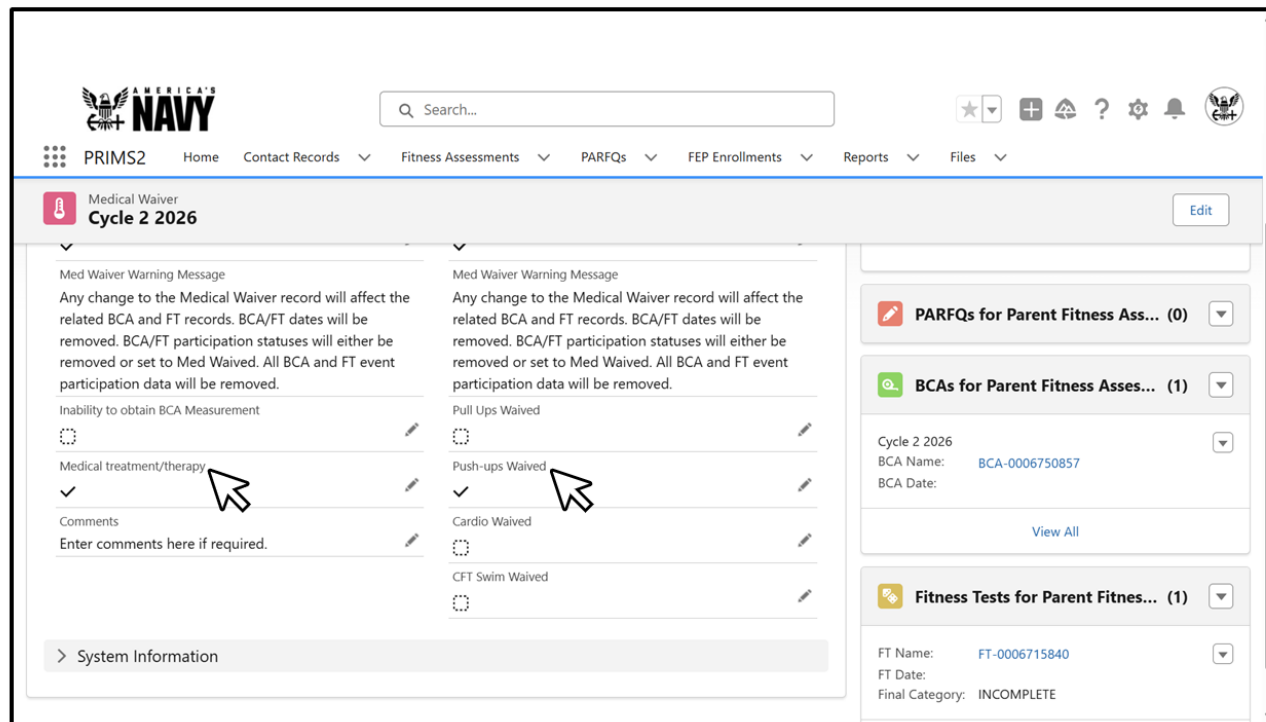
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the 'Medical Waiver Cycle 2 2026' interface. The top navigation bar includes 'PRIMS2', 'Home', 'Contact Records', 'Fitness Assessments', 'PARFs', 'FEP Enrollments', 'Reports', and 'Files'. The main content area is divided into two columns. The left column contains a 'Med Waiver Warning Message' and a table of waiver items. The right column contains a 'Med Waiver Warning Message' and a table of waiver items. The bottom right section shows 'PARFs for Parent Fitness Ass...', 'BCAs for Parent Fitness Asses...', and 'Fitness Tests for Parent Fitness...'. The 'BCAs for Parent Fitness Asses...' section shows 'Cycle 2 2026', 'BCA Name: BCA-0006750857', and 'BCA Date:'. The 'Fitness Tests for Parent Fitness...' section shows 'FT Name: FT-0006715840', 'FT Date:', and 'Final Category: INCOMPLETE'.

Item	Status	Action
Med Waiver Warning Message		
Any change to the Medical Waiver record will affect the related BCA and FT records. BCA/FT dates will be removed. BCA/FT participation statuses will either be removed or set to Med Waived. All BCA and FT event participation data will be removed.		
Inability to obtain BCA Measurement		
Medical treatment/therapy	✓	
Comments		
Enter comments here if required.		
Pull Ups Waived		
Push-ups Waived	✓	
Cardio Waived		
CFT Swim Waived		

Step 5 of 5: View the Medical Waiver details. Scroll to view additional Medical Waiver data.

How To View a Medical Waiver

Step-By-Step Instructions



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



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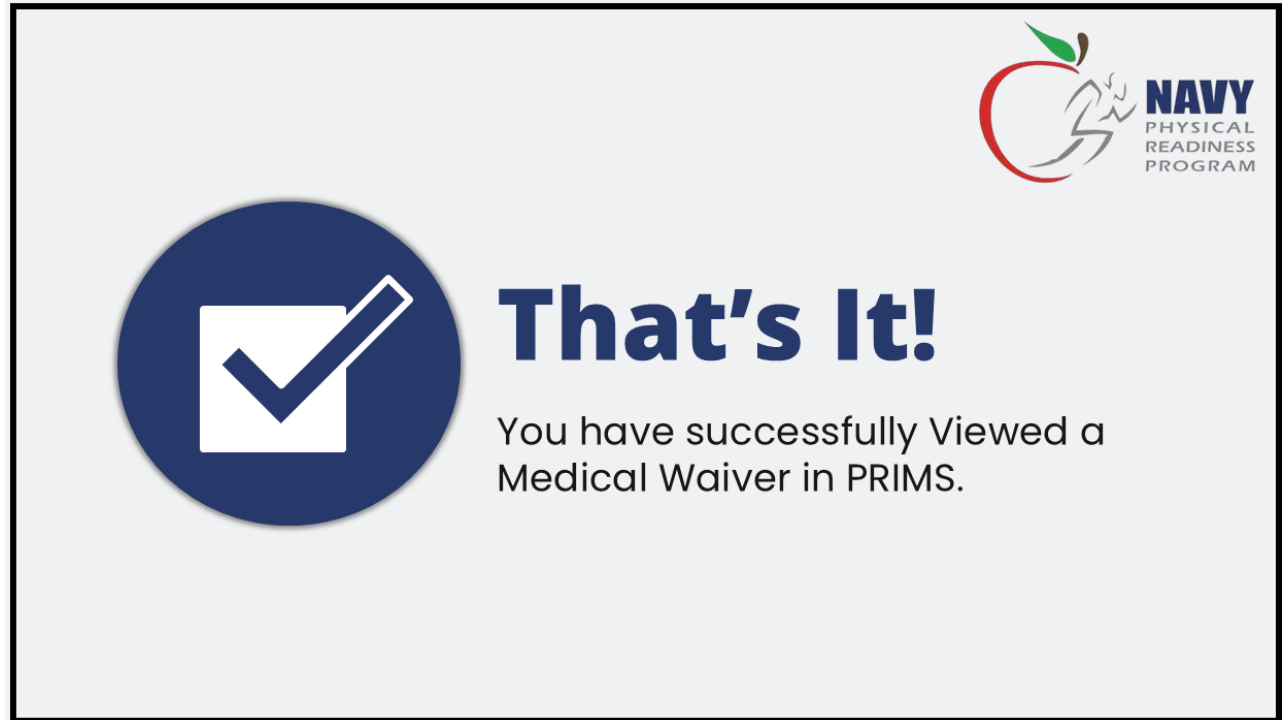
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[Continue to How to Create a Medical Waiver](#)

How To Create a Medical Waiver

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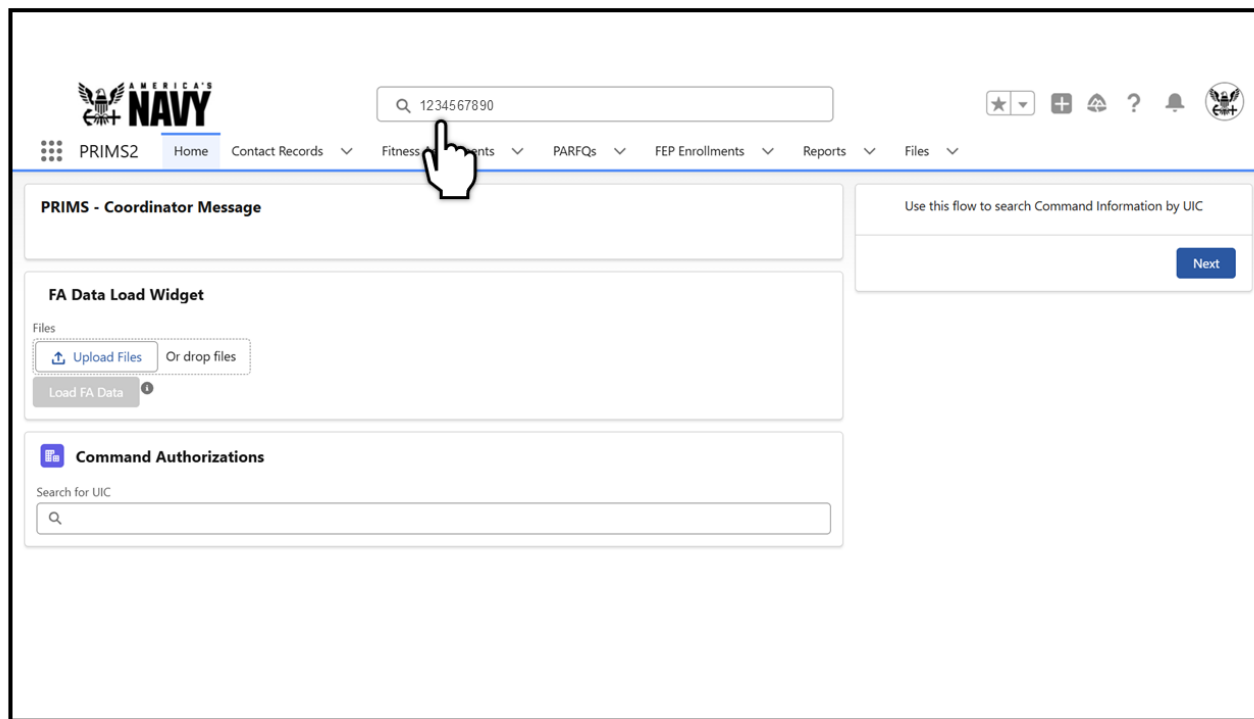
Step-By-Step
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 1 of 8: In the **Search** field, type the **DODID**, then press the **Enter** key.



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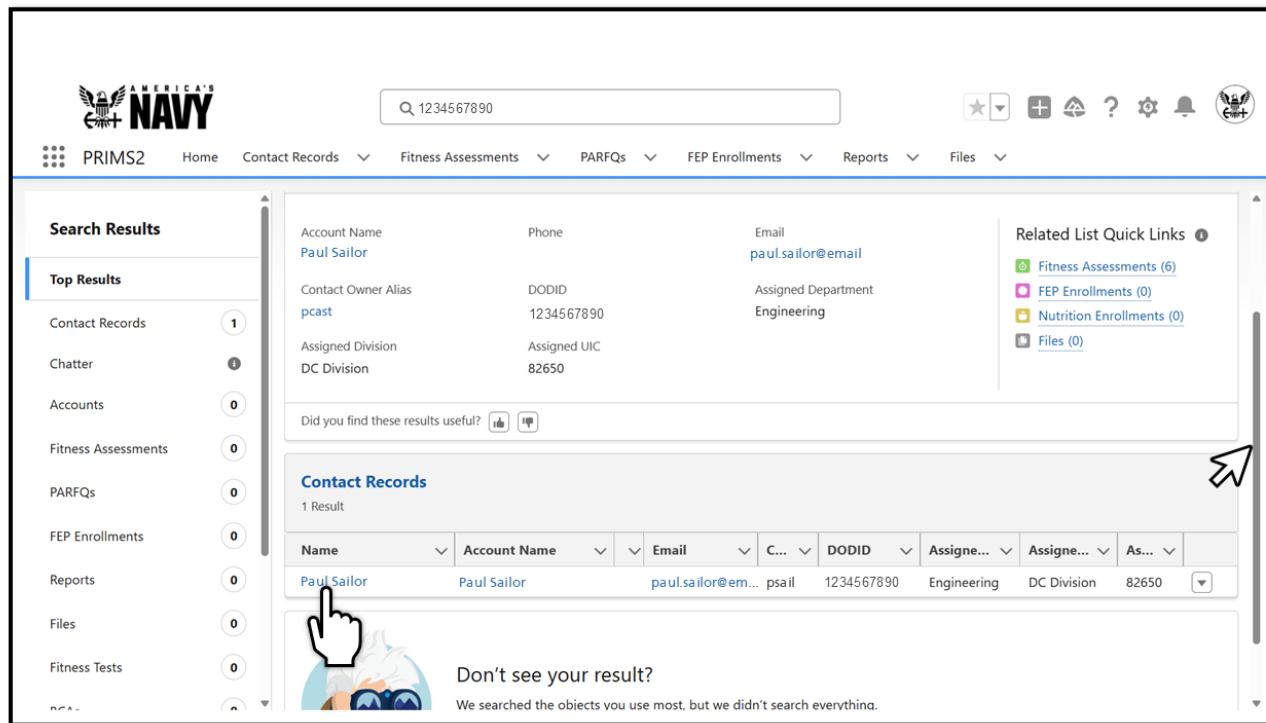
Step-By-Step
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the NAVY PRIMS2 interface. At the top, there's a search bar with the text "1234567890". Below the search bar, there's a navigation menu with options: PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The "Contact Records" section is active, showing search results for "Paul Sailor". The results include fields for Account Name, Phone, Email, Contact Owner Alias, DODID, Assigned Division, and Assigned UIC. A table below the results shows the contact record for "Paul Sailor". A hand cursor is pointing at the "Paul Sailor" link in the table. To the right of the table, there's a "Related List Quick Links" section with links to Fitness Assessments (6), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). At the bottom of the interface, there's a "Don't see your result?" message and a search bar.

Step 2 of 8: On the **Contact Records** tile, select the Sailor's **Name**.



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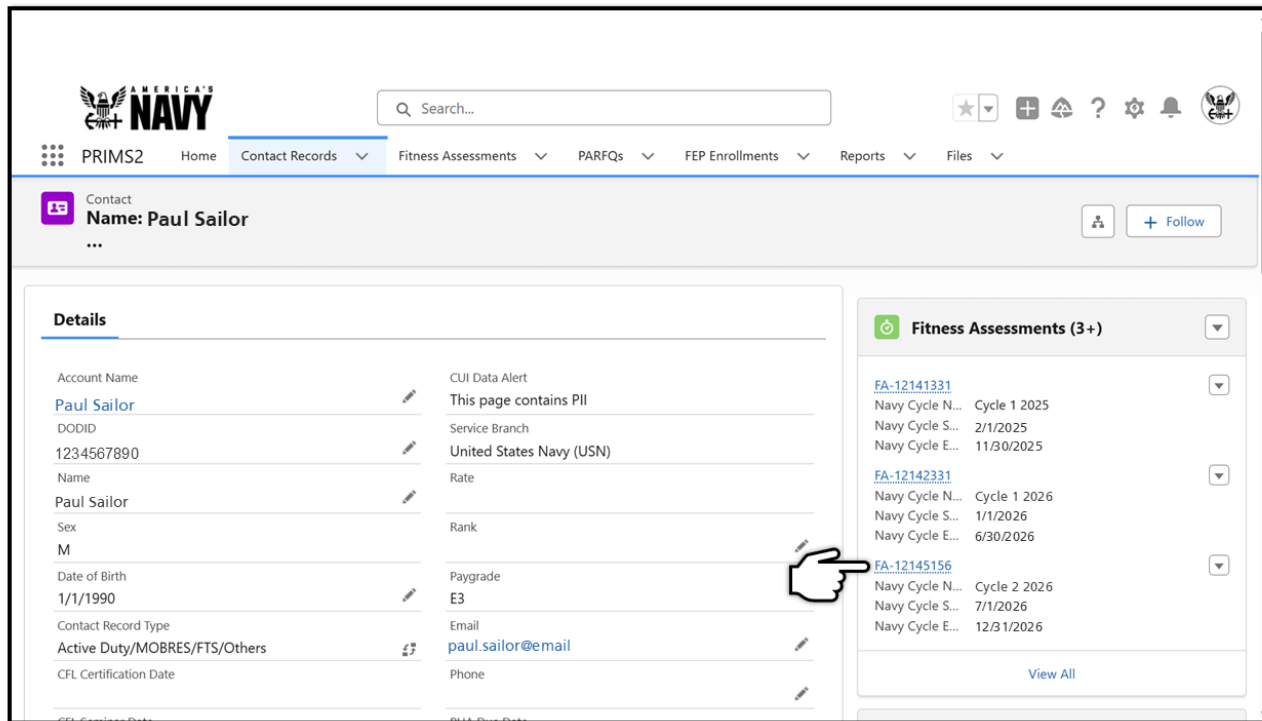
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the Navy Physical Readiness Program interface. At the top, there's a search bar and navigation tabs: PRIMS2, Home, Contact Records (selected), Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. Below the tabs, the contact record for "Paul Sailor" is displayed. The "Details" section shows various fields: Account Name (Paul Sailor), DODID (1234567890), Name (Paul Sailor), Sex (M), Date of Birth (1/1/1990), Contact Record Type (Active Duty/MOBRES/FTS/Others), CFL Certification Date, CUI Data Alert (This page contains PII), Service Branch (United States Navy (USN)), Rate, Rank, Paygrade (E3), Email (paul.sailor@email), and Phone. To the right, the "Fitness Assessments (3+)" section lists three assessments: FA-12141331 (Cycle 1 2025), FA-12142331 (Cycle 1 2026), and FA-12145156 (Cycle 2 2026). A hand icon points to the FA-12145156 assessment. Below the screenshot, there are eight circular navigation dots, with the third dot from the left being highlighted in blue.

Step 3 of 8: Select the current **Fitness Assessment (FA)**.



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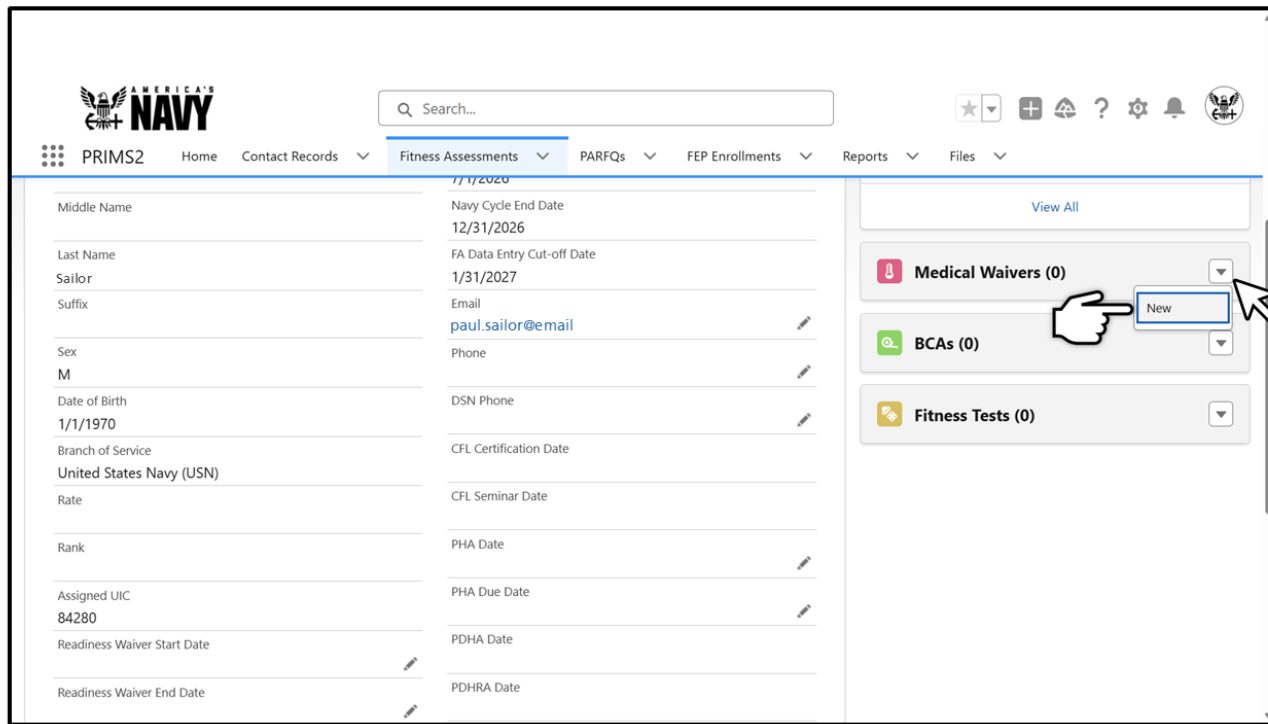
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



The screenshot shows the PRIMS2 system interface. The top navigation bar includes 'PRIMS2', 'Home', 'Contact Records', 'Fitness Assessments', 'PARFQs', 'FEP Enrollments', 'Reports', and 'Files'. The 'Fitness Assessments' tab is selected. The main content area displays a user profile for 'paul.sailor@email' with various fields like 'Middle Name', 'Last Name', 'Sailor', 'Suffix', 'Sex', 'Date of Birth', 'Branch of Service', 'Rate', 'Rank', 'Assigned UIC', 'Readiness Waiver Start Date', and 'Readiness Waiver End Date'. On the right sidebar, there are three sections: 'Medical Waivers (0)', 'BCAs (0)', and 'Fitness Tests (0)'. A hand icon points to the 'New' button next to the 'Medical Waivers (0)' drop-down menu.

Step 4 of 8: Select the **Medical Waivers** drop-down list, then select **New**.

How To Create a Medical Waiver

Step-By-Step Instructions



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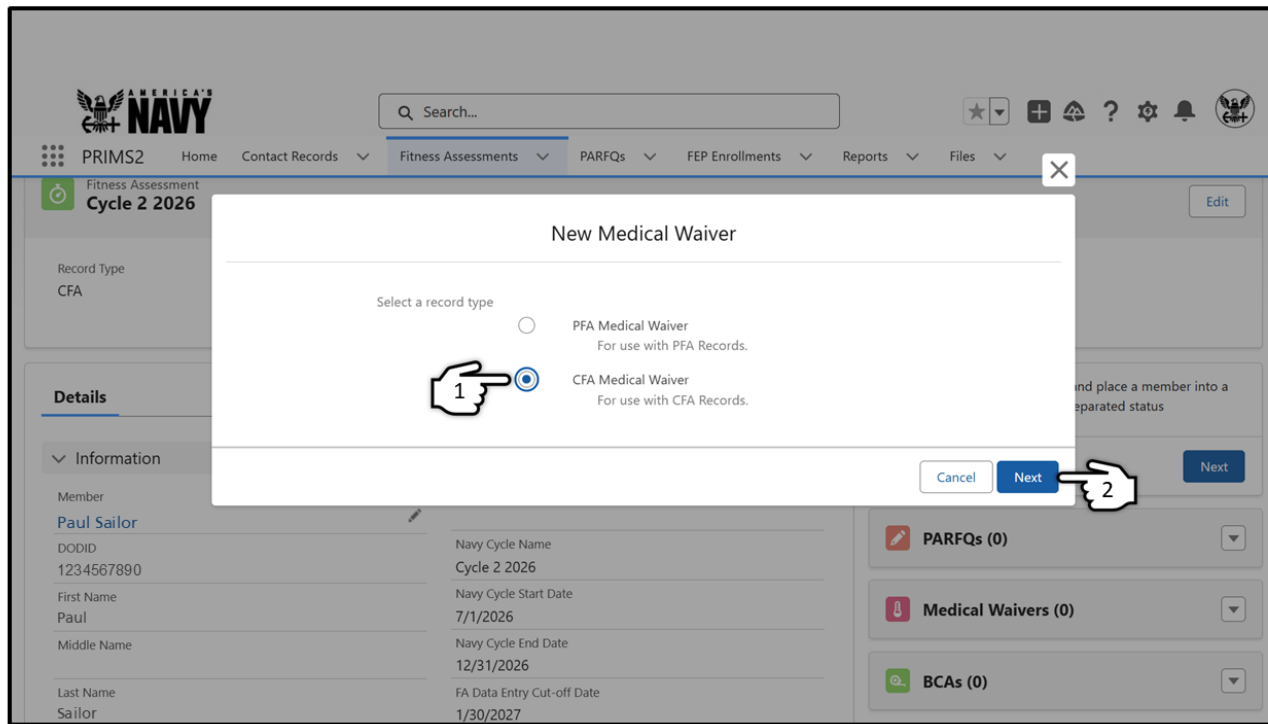
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 5 of 8: The select a New Medical Waiver type window opens. Select the **CFA Medical Waiver** radio button, then select **Next**.



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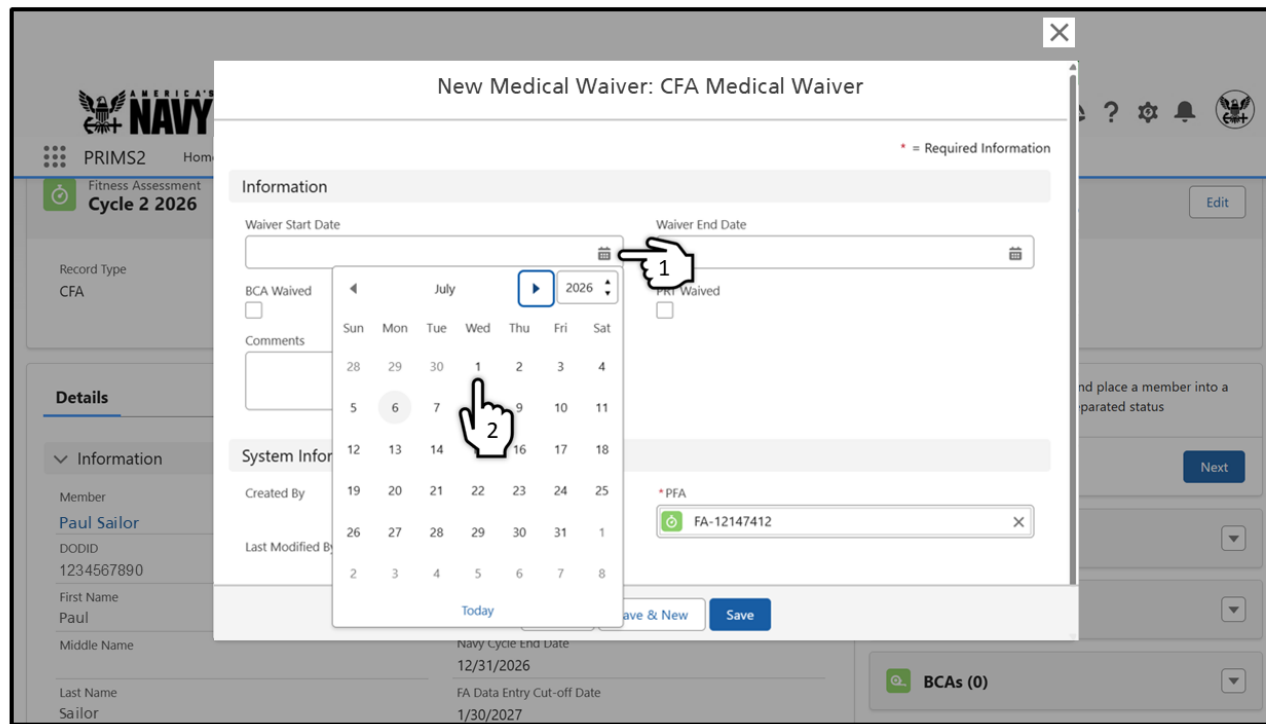
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 6 of 8: Select the **Waiver Start Date Calendar** icon, then select the **Date**.



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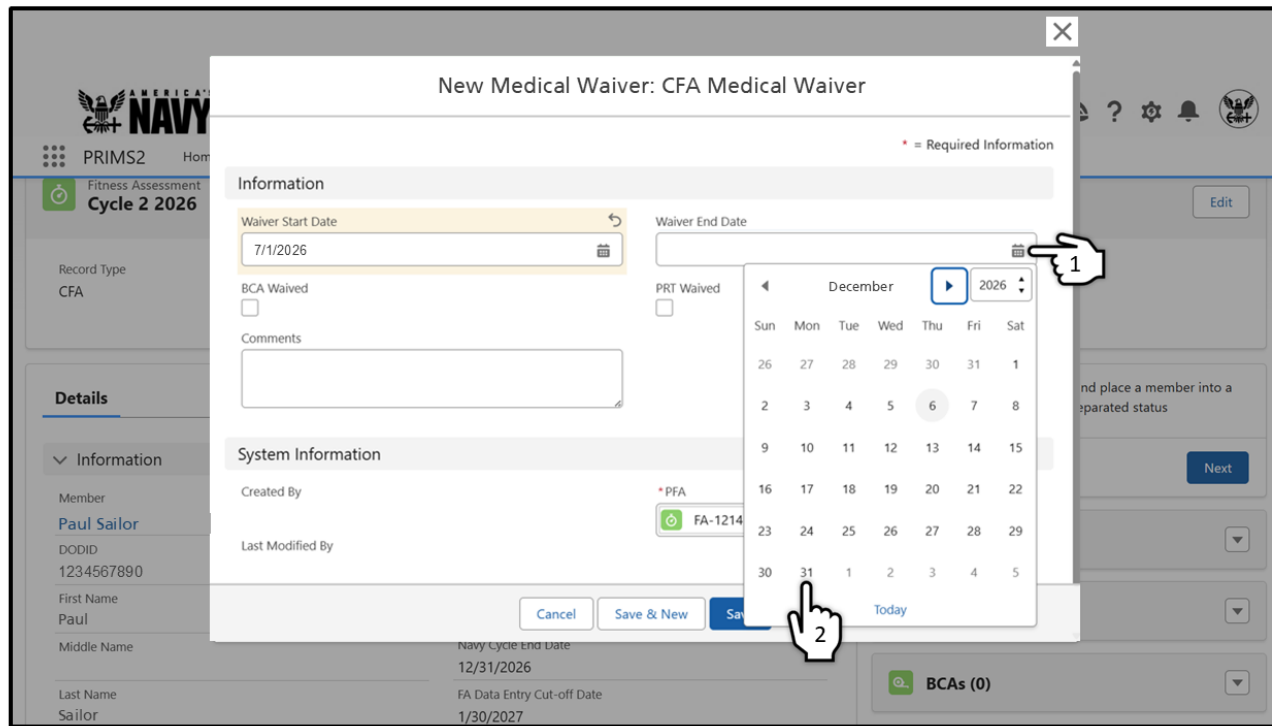
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




Step 7 of 8: Select the **Waiver End Date Calendar** icon, then select the **Date**.

How To Create a Medical Waiver

Step-By-Step Instructions



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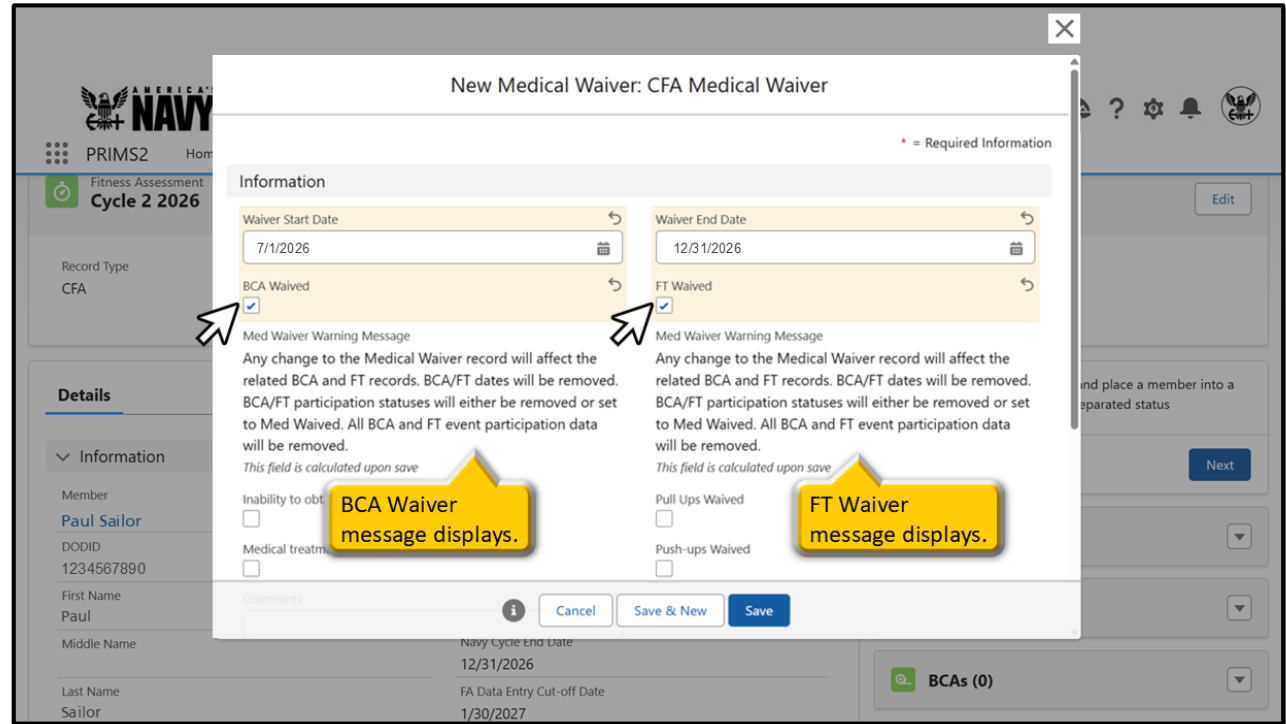
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




If either the BCA or PRT, or both are waived, a waiver warning message displays.



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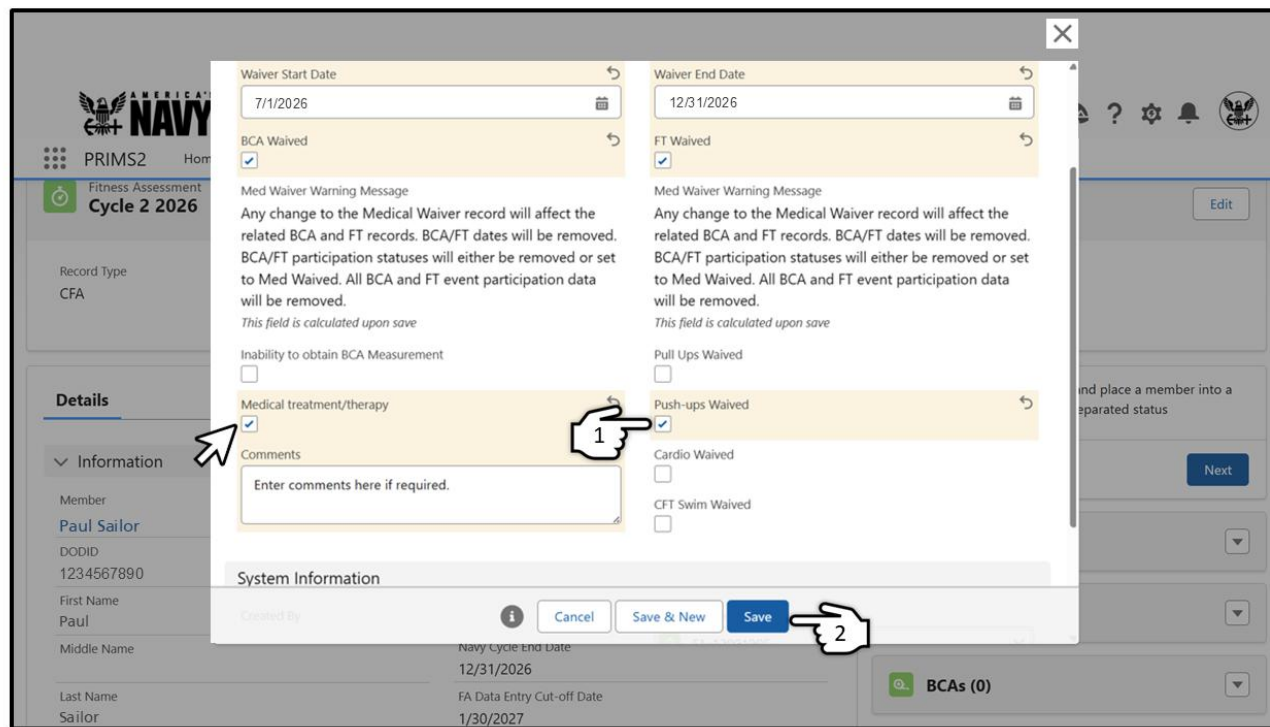
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the 'Details' tab of the Medical Waiver creation interface. The 'Waiver Start Date' is 7/1/2026 and the 'Waiver End Date' is 12/31/2026. The 'BCA Waived' checkbox is checked, and the 'FT Waived' checkbox is also checked. The 'Medical treatment/therapy' checkbox is checked, and the 'Comments' field is empty. The 'System Information' section shows the user is 'Created By' and the 'Navy Cycle End Date' is 12/31/2026. The 'Save' button is highlighted with a hand icon and the number 2.



Step 8 of 8: Select the applicable **Waiver Category** checkbox(es) for this FA. In the **Comments** field, type your comments. Select **Save** when complete.

Note: Select all that apply.



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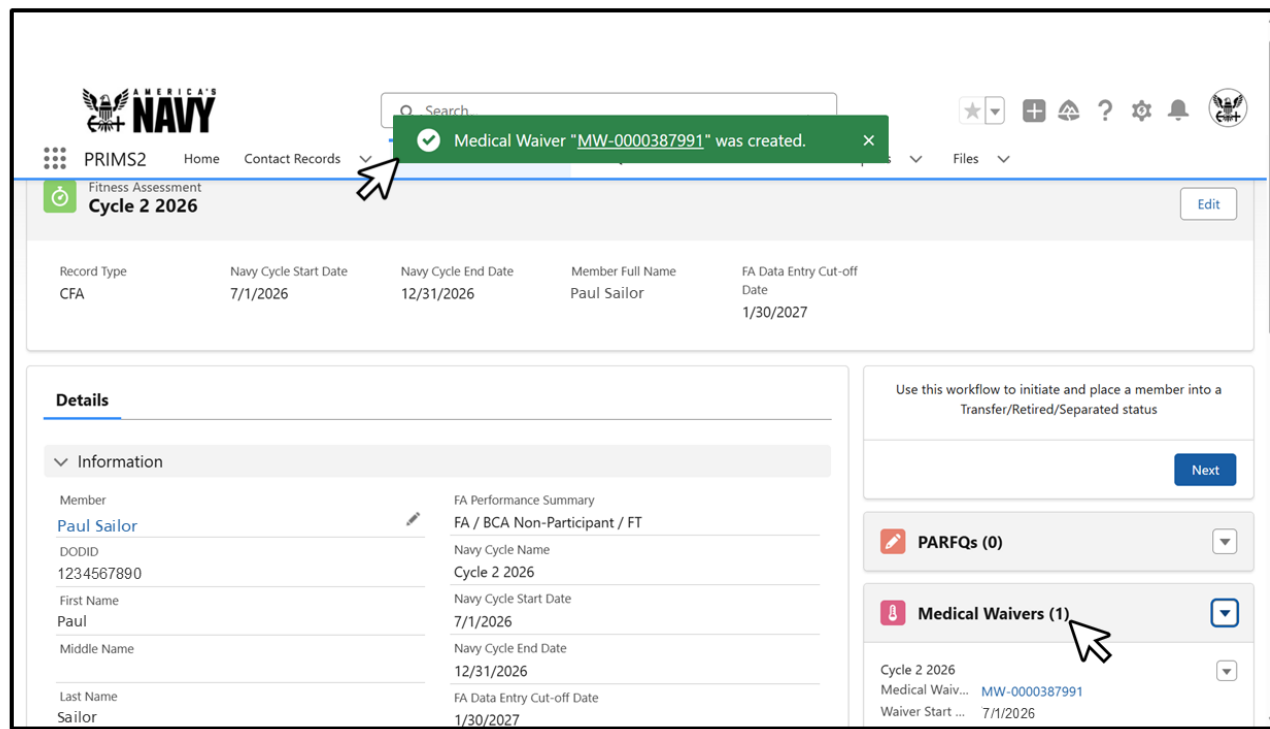
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the Navy Physical Readiness Program interface. At the top, a green banner confirms: "Medical Waiver 'MW-0000387991' was created." Below this, a table displays member information:

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name	FA Data Entry Cut-off Date
CFA	7/1/2026	12/31/2026	Paul Sailor	1/30/2027

Below the table, the "Details" section is expanded, showing "Information" for Paul Sailor. The details include:

- Member: Paul Sailor
- DODID: 1234567890
- First Name: Paul
- Middle Name:
- Last Name: Sailor
- FA Performance Summary: FA / BCA Non-Participant / FT
- Navy Cycle Name: Cycle 2 2026
- Navy Cycle Start Date: 7/1/2026
- Navy Cycle End Date: 12/31/2026
- FA Data Entry Cut-off Date: 1/30/2027

On the right side, there is a "Next" button and a section for "PARFQs (0)". Below that, a section for "Medical Waivers (1)" is highlighted, showing details for Cycle 2 2026, Medical Waiver MW-0000387991, and Waiver Start Date 7/1/2026.

A banner displays confirming the medical waiver was created. You can scroll down to view all waiver information.

How To Create a Medical Waiver

Step-By-Step Instructions



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Overview



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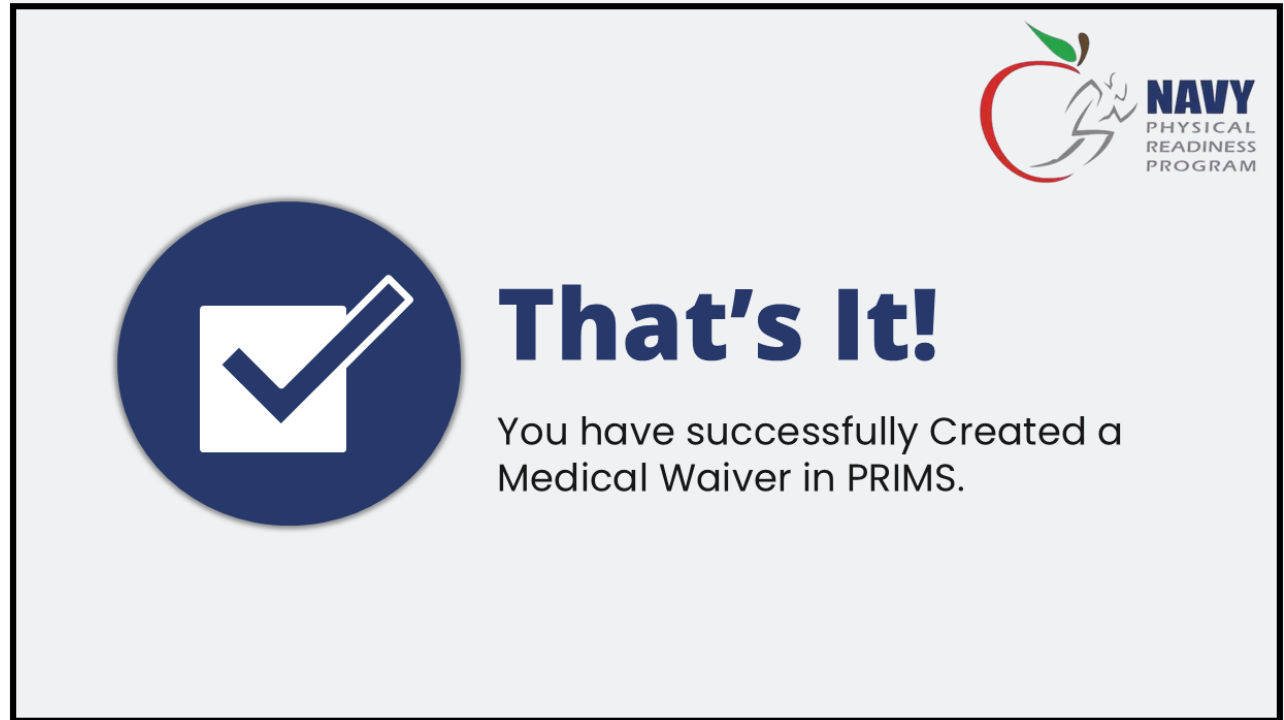
Learning Targets



Step-By-Step
Instructions



Quick Steps



[Continue to How to Edit a Medical Waiver](#)

How To Edit a Medical Waiver

Step-By-Step Instructions



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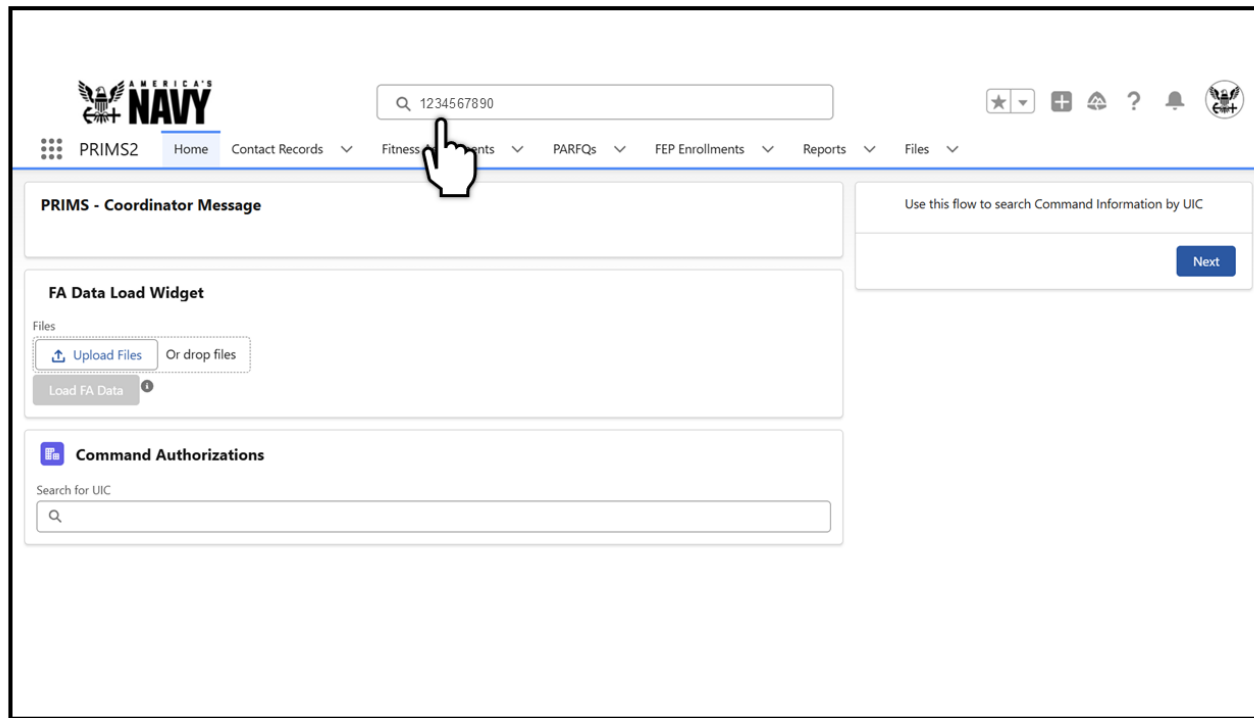
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 1 of 6: In the **Search** field, type the **DODID**, then press the **Enter** key.

How To Edit a Medical Waiver

Step-By-Step Instructions



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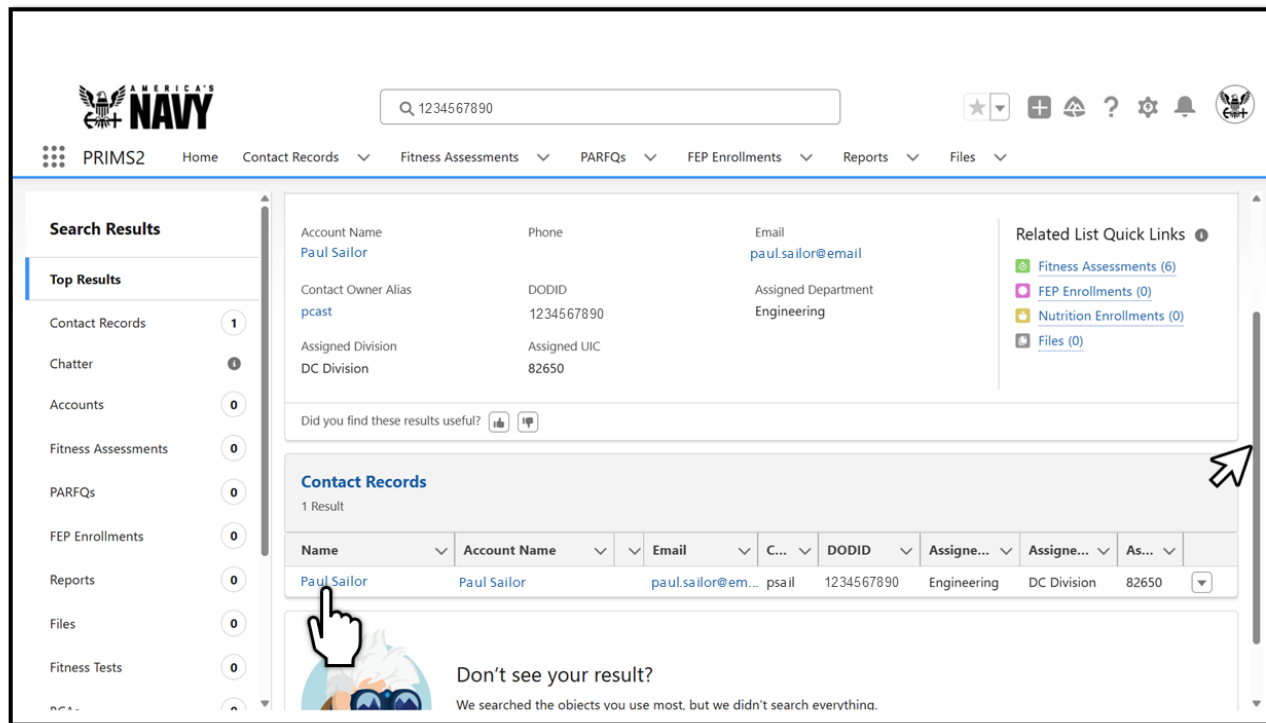
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the NAVY PRIMS2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' section is active, showing search results for 'Paul Sailor'. The results include fields for Account Name, Phone, Email, Contact Owner Alias, DODID, Assigned Division, and Assigned UIC. A 'Contact Records' section shows 1 result for 'Paul Sailor'. A hand cursor is pointing at the 'Paul Sailor' link in the results table. To the right, there's a 'Related List Quick Links' section with links for Fitness Assessments (6), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). At the bottom, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 6: On the **Contact Records** tile, select the Sailor's **Name**.

How To Edit a Medical Waiver

Step-By-Step Instructions



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Learning Targets



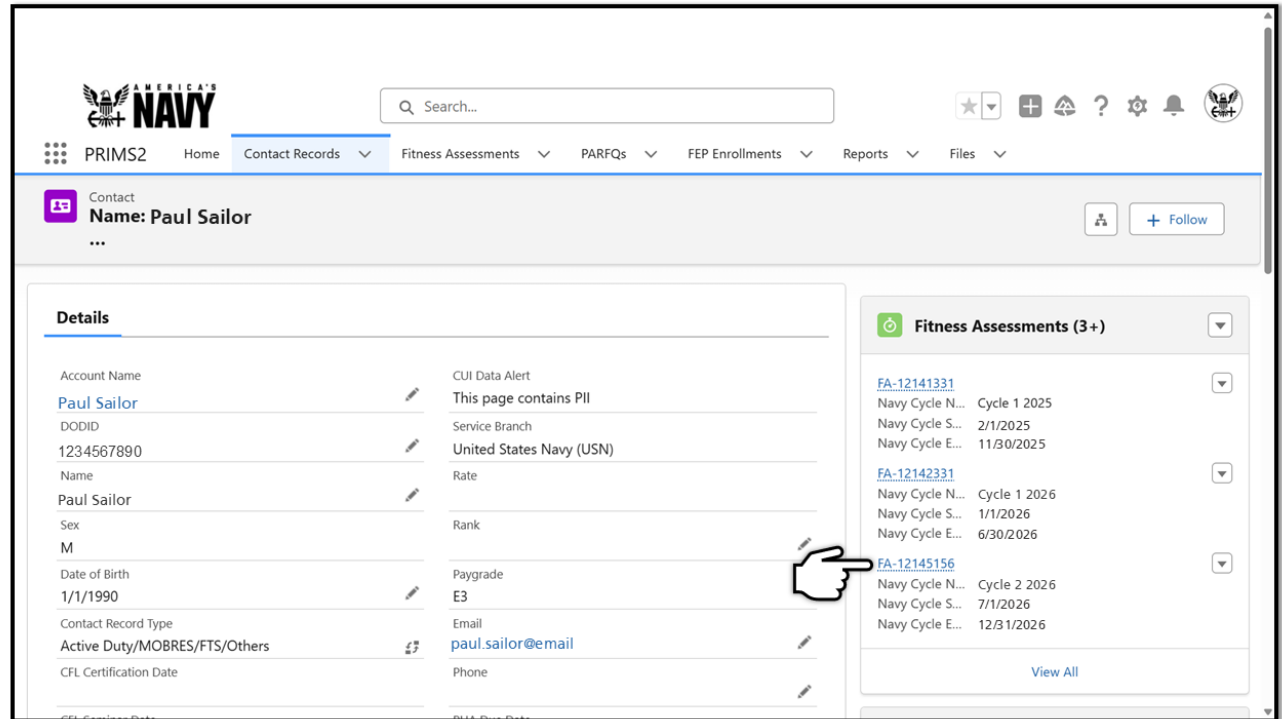
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Details

Account Name	CUI Data Alert
Paul Sailor	This page contains PII
DODID	Service Branch
1234567890	United States Navy (USN)
Name	Rate
Paul Sailor	
Sex	Rank
M	
Date of Birth	Paygrade
1/1/1990	E3
Contact Record Type	Email
Active Duty/MOBRES/FTS/Others	paul.sailor@email
CFL Certification Date	Phone

Fitness Assessments (3+)

- [FA-12141331](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12142331](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12145156](#)
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

[View All](#)

Step 3 of 6: Select the current **Fitness Assessment (FA)**.



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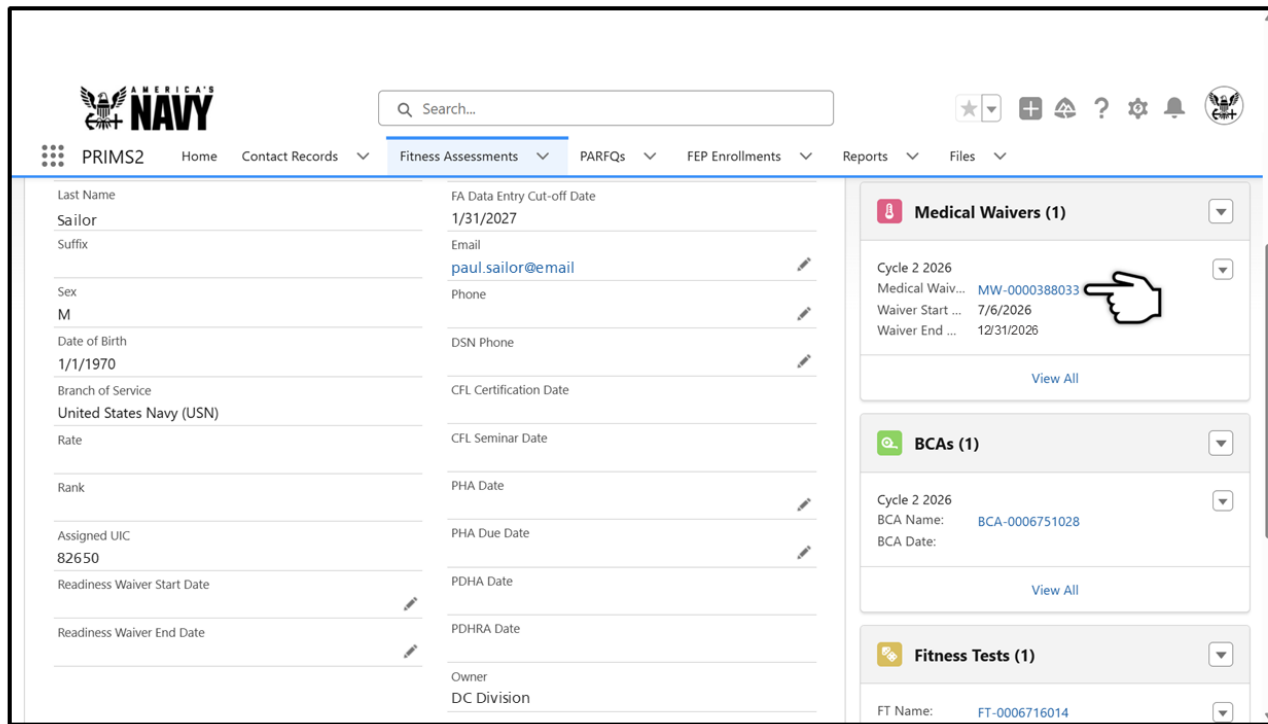
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. The top navigation bar includes 'PRIMS2', 'Home', 'Contact Records', 'Fitness Assessments' (selected), 'PARFQs', 'FEP Enrollments', 'Reports', and 'Files'. The main content area displays a sailor's profile with fields for Last Name, Suffix, Sex, Date of Birth, Branch of Service, Rate, Rank, Assigned UIC, Readiness Waiver Start Date, and Readiness Waiver End Date. To the right, there are sections for 'Medical Waivers (1)', 'BCAs (1)', and 'Fitness Tests (1)'. A hand icon points to the 'Medical Waivers (1)' section, which lists 'Cycle 2 2026' with a 'Medical Waiv...' link and 'MW-0000388033'.

Step 4 of 6: Select the **Medical Waiver** hyperlink.

How To Edit a Medical Waiver

Step-By-Step Instructions



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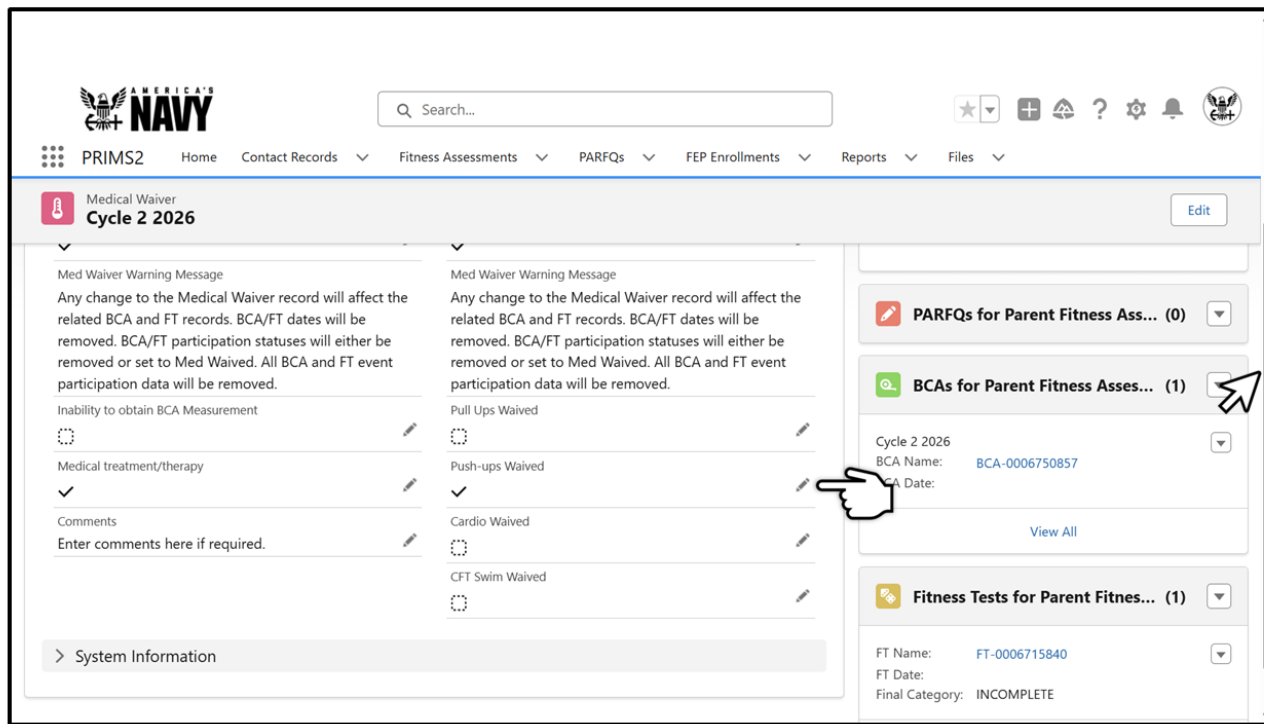
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 5 of 6: Scroll to the applicable fields, then select the **Edit** icon.
*Note: For this lesson, edit the **Push-Ups Waived** field from waived to not waived, and the **Pull-Ups Waived** field to waived.*

3 How To Edit a Medical Waiver

Step-By-Step Instructions



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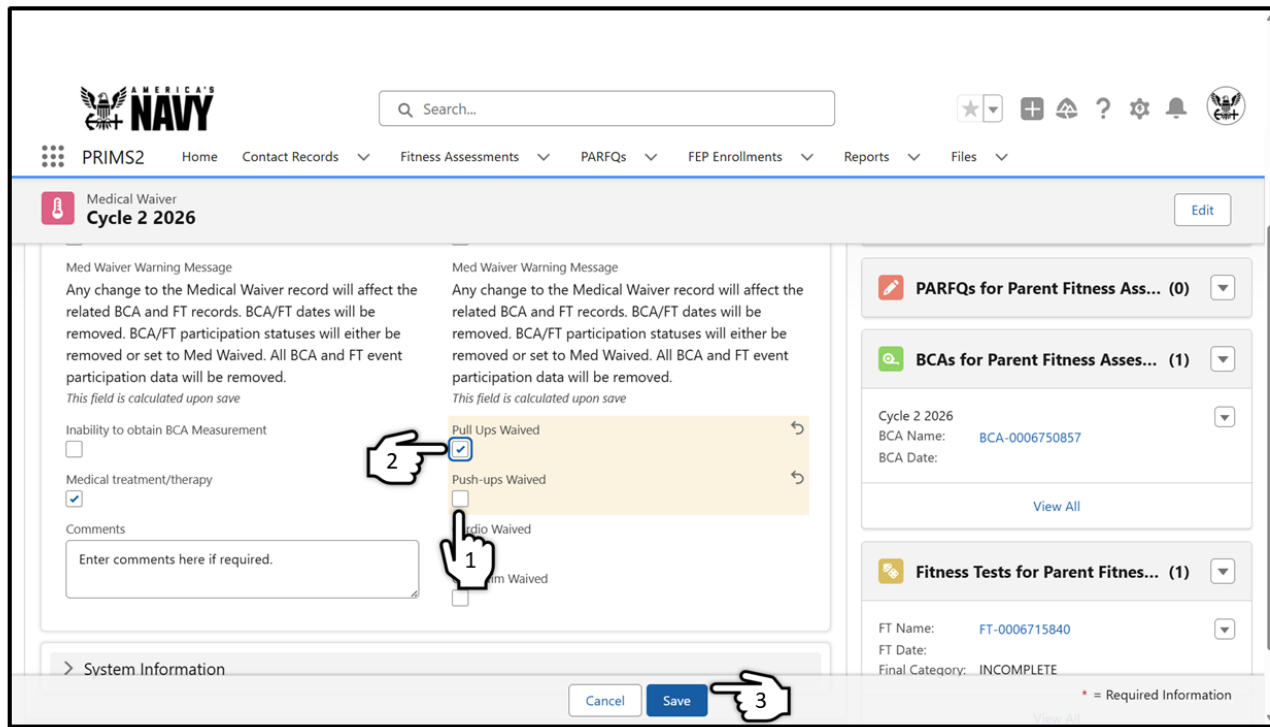
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the 'Medical Waiver Cycle 2 2026' form. Annotations include:

- 1:** Points to the 'Push-Ups Waived' checkbox, which is currently checked.
- 2:** Points to the 'Pull-Ups Waived' checkbox, which is currently unchecked.
- 3:** Points to the 'Save' button at the bottom right of the form.

The form includes sections for 'Med Waiver Warning Message', 'Inability to obtain BCA Measurement', 'Medical treatment/therapy', 'Comments', and 'System Information'. It also has a sidebar with 'PARFQs for Parent Fitness Ass...', 'BCAs for Parent Fitness Asses...', and 'Fitness Tests for Parent Fitness...'. A legend at the bottom right indicates that a red asterisk (*) denotes 'Required Information'.

Step 6 of 6: To deselect the Push-Ups Waiver, select the **Push-Ups Waived** check-box to remove the check mark, then select the **Pull-Ups Waived** check-box to waive the push-ups event. Select **Save** when complete.

How To Edit a Medical Waiver

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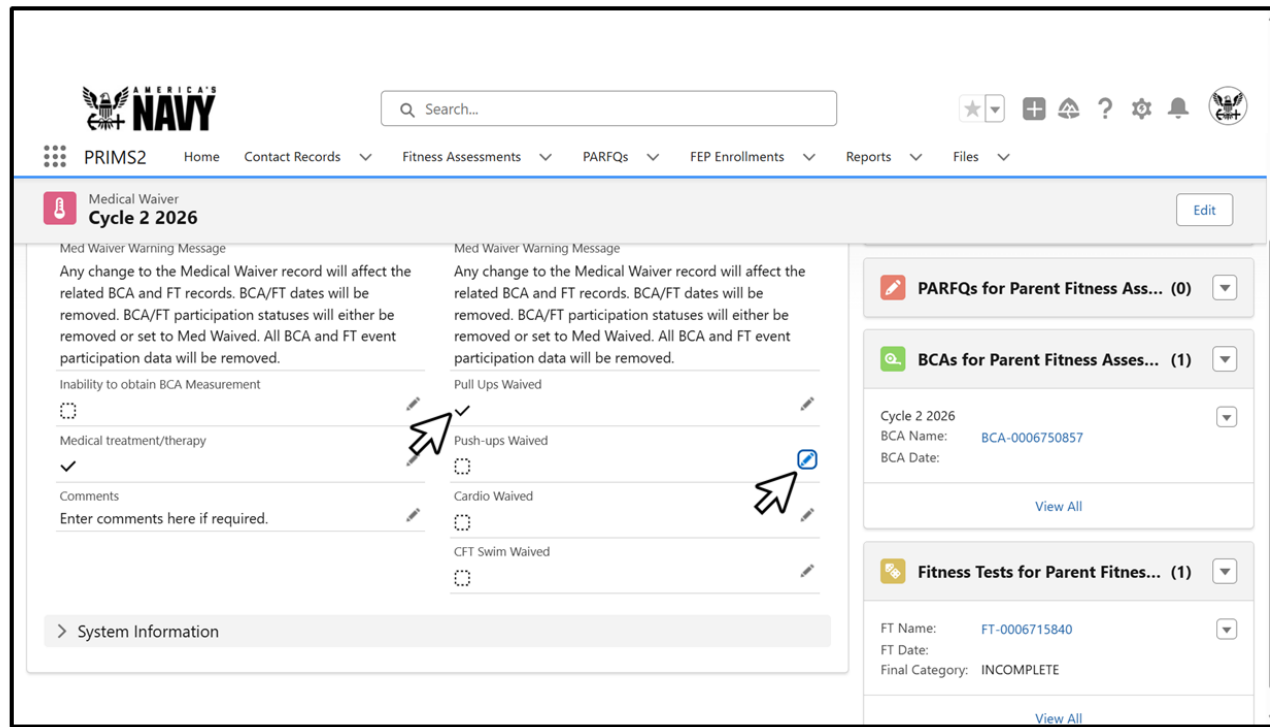
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The waiver is updated and edit mode is closed.

3 How To Edit a Medical Waiver

Step-By-Step Instructions



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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



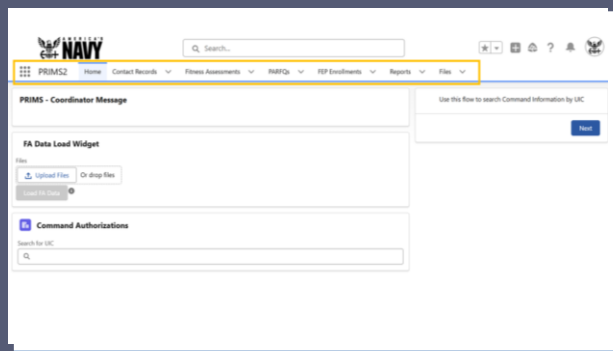
Continue to the BCA Lesson

Continue to the CFT Lesson



ACFL PRIMS Training

BCA for CFA *Platform Display*



Start Tutorial



Body Composition Assessment (BCA)



Overview



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Quick Steps



Maintaining Physical Readiness

Maintaining physical readiness affects your Sailors' and the command's overall health and mission readiness. Not meeting physical readiness standards may have significant consequences on a Sailors career, including but not limited to:

- ✓ Inability to apply for certain job assignments
- ✓ Inability to advance or promote
- ✓ Retention eligibility

How It Works



CFL drafts and publishes the official 10 Week Notice.



CFL/ACFL conducts BCA in accordance with policy and ensures the Official BCA Score Sheet is filled out completely.



CFL/ACFL reviews and retains original written documentation and enters BCA data in PRIMS.



How to Use This Tutorial

Tip: Use your **Mouse or Tab** to move between interactive elements and **Enter** to activate a selection.

- Use the **Navigation panel** on the left to move between lesson sections.
- Select the **Home** icon at any time to return to the course start page.

Tutorial Sections



Policy Insights

Review tips and important notes about PRIMS.



Step-By-Step Instructions

Follow step-by-step instructions with screenshots of PRIMS.



Learning Targets

Understand what task you will learn to perform in PRIMS.



Quick Steps

Job Aid to create a BCA that you can print & reference.



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BCA Policy Reminders



CFL/ACFLs have a **45-day window** to test a Sailor who is fully participating in the CFA. The testing window begins on the date that the Sailor's BCA was performed (Day 1), and the Sailor's CFT must be completed before Day 46.



For instances where a Sailor has a medical waiver on any portion of the CFA, the medical waiver must be entered into PRIMS before adding the BCA and/or CFT.



The official BCA is the first and only BCA authorized once the command CFA cycle has begun. Once the official BCA has been completed, BCA retests are not authorized.

Editing a BCA in PRIMS

Command CFL/ACFL roles are allowed a limited number of edits to correct CFA data that is entered incorrectly, such as:

- ✓ Data entry errors
- ✓ Editing Medical Waivers

How to Create a BCA

PRIMS Quick Steps



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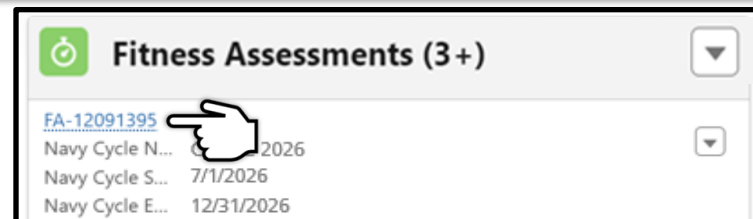
Step-By-Step
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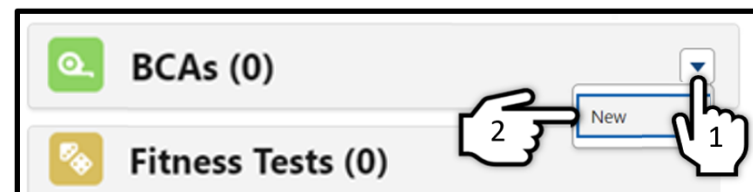
- 1 In the **Sailor's Contact Record**, select the **Fitness Assessment (FA)** hyperlink.



Fitness Assessments (3+)

FA-12091395
Navy Cycle N... 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

- 2 Select the **BCAs** drop-down list and select **New**.

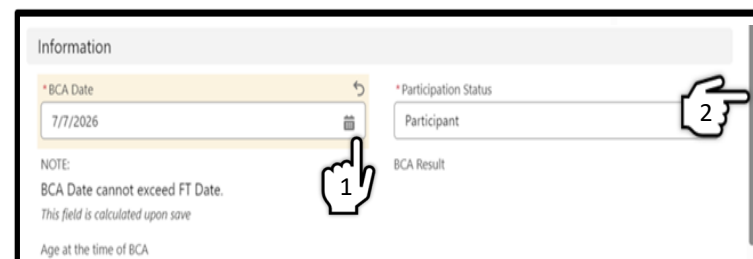


BCAs (0)

Fitness Tests (0)

New

- 3 Select the new **BCA date** and scroll to the **Measurements**.



Information

* BCA Date: 7/7/2026

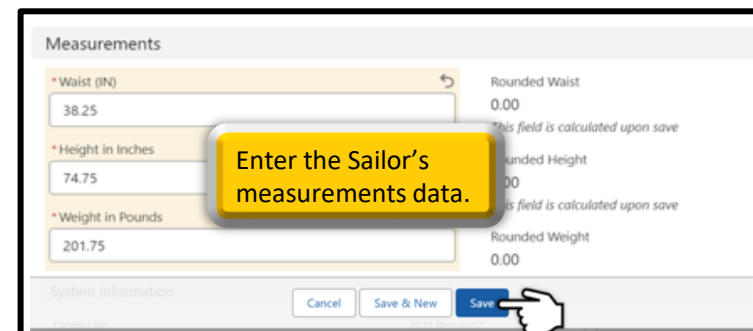
* Participation Status: Participant

NOTE:
BCA Date cannot exceed FT Date.
This field is calculated upon save

Age at the time of BCA

BCA Result

- 4 Enter the raw scores for **Waist in Inches**, **Height in Inches**, and **Weight in Pounds**, then select **Save**.



Measurements

* Waist (IN): 38.25

* Height in Inches: 74.75

* Weight in Pounds: 201.75

Rounded Waist: 0.00

Rounded Height: 0.00

Rounded Weight: 0.00

System Information

Cancel Save & New Save

Enter the Sailor's measurements data.



After selecting **Save**, the BCA is created.



Select a learning target below to begin the Step-by-Step walkthrough.



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Quick Steps



This tutorial outlines the step-by-step process to:

1

View a BCA

2

Create a BCA

3

Edit a BCA

How To View a BCA

Step-By-Step Instructions



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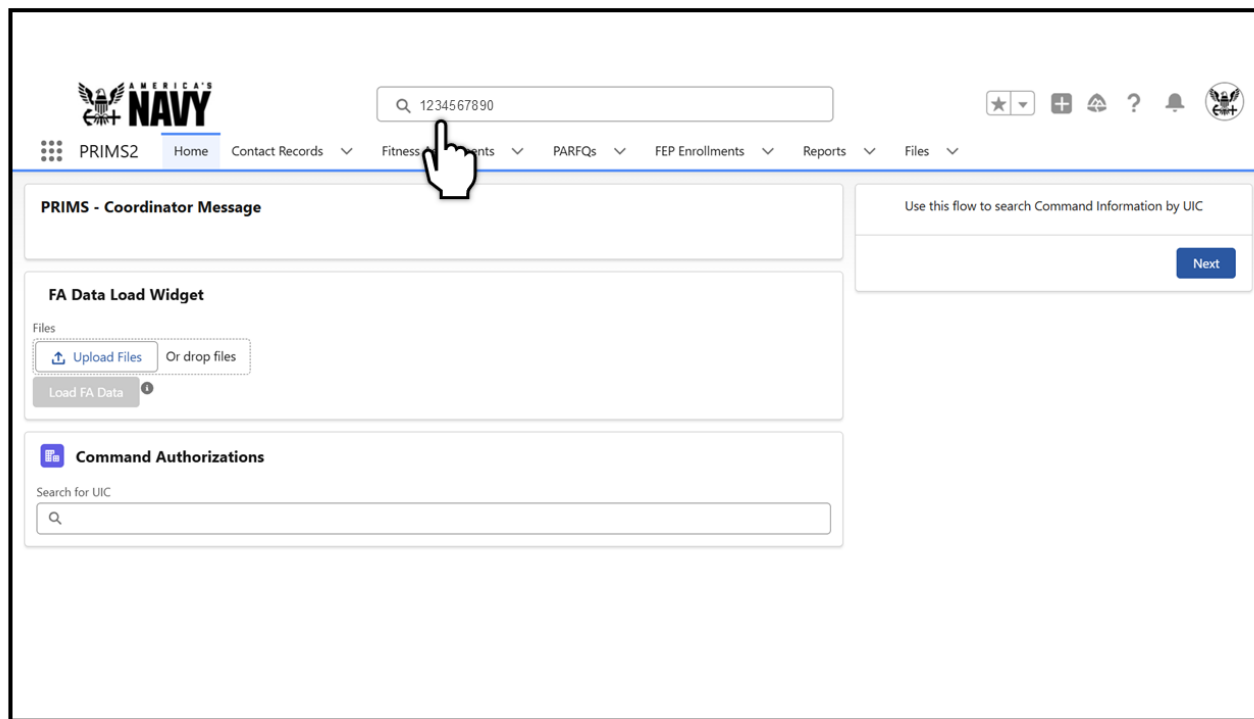
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 web application interface. At the top, there is a search bar with the text "1234567890" and a magnifying glass icon. Below the search bar is a navigation menu with tabs: PRIMS2, Home, Contact Records, Fitness, PARFQs, FEP Enrollments, Reports, and Files. A hand cursor is pointing at the search bar. Below the navigation menu, there is a section titled "PRIMS - Coordinator Message". To the right of this section is a box with the text "Use this flow to search Command Information by UIC" and a "Next" button. Below the "PRIMS - Coordinator Message" section is a "FA Data Load Widget" with a "Files" section containing an "Upload Files" button and a "Load FA Data" button. Below the "FA Data Load Widget" is a "Command Authorizations" section with a "Search for UIC" field and a magnifying glass icon. The interface is framed by a blue border with navigation arrows on the left and right sides.



Step 1 of 5: In the **Search** field, type the **DODID**, then press the **Enter** key.

How To View a BCA

Step-By-Step Instructions



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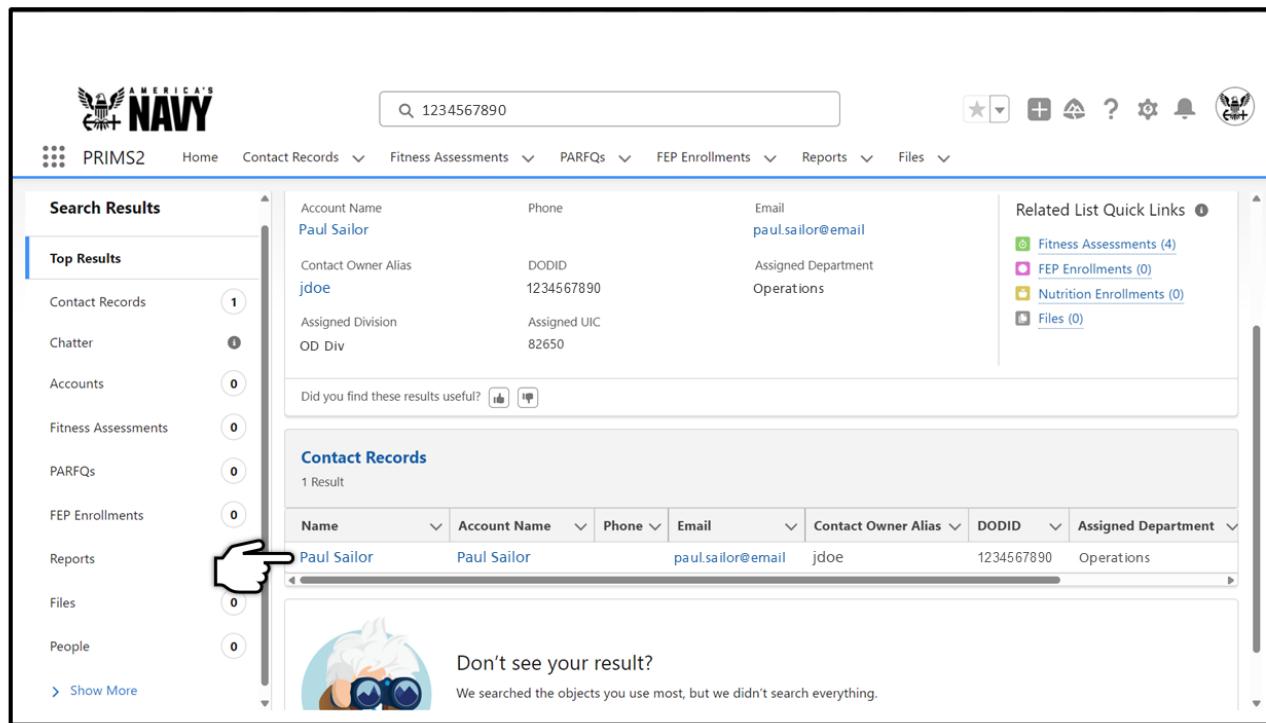
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 web application interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, a navigation menu includes 'PRIMS2', 'Home', 'Contact Records', 'Fitness Assessments', 'PARFQs', 'FEP Enrollments', 'Reports', and 'Files'. The main content area displays 'Search Results' for the query 'Paul Sailor'. On the left, a sidebar lists various categories with counts: Contact Records (1), Chatter (0), Accounts (0), Fitness Assessments (0), PARFQs (0), FEP Enrollments (0), Reports (0), Files (0), and People (0). A hand cursor points to the 'Contact Records' category. The 'Contact Records' section shows 1 result in a table with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The row for 'Paul Sailor' is highlighted. To the right, 'Related List Quick Links' include 'Fitness Assessments (4)', 'FEP Enrollments (0)', 'Nutrition Enrollments (0)', and 'Files (0)'. At the bottom, a message says 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 5: On the **Contact Records** tile, select the Sailor's **Name**.

How To View a BCA

Step-By-Step Instructions



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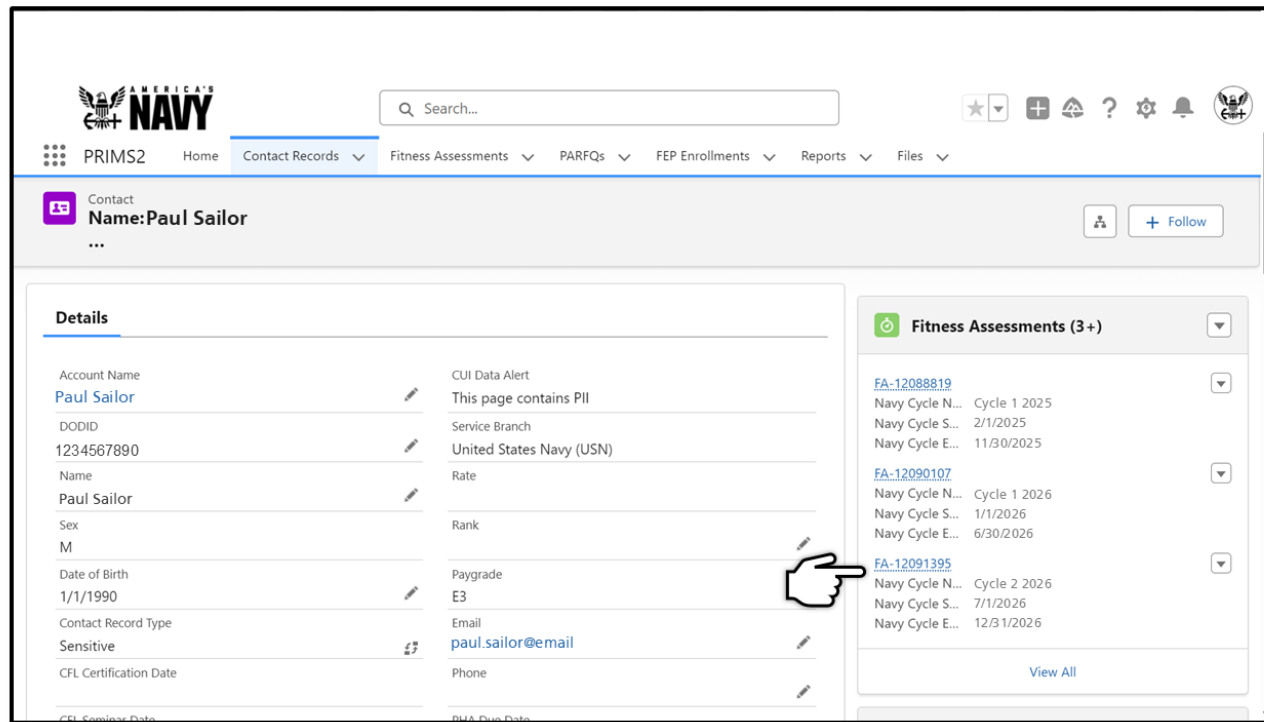
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Contact
Name: Paul Sailor

Details

Account Name Paul Sailor	CUI Data Alert This page contains PII
DODID 1234567890	Service Branch United States Navy (USN)
Name Paul Sailor	Rate
Sex M	Rank
Date of Birth 1/1/1990	Paygrade E3
Contact Record Type Sensitive	Email paul.sailor@email
CFL Certification Date	Phone

Fitness Assessments (3+)

- [FA-12088819](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12090107](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12091395](#)
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

[View All](#)

Step 3 of 5: Select the current **Fitness Assessment (FA)**.

How To View a BCA

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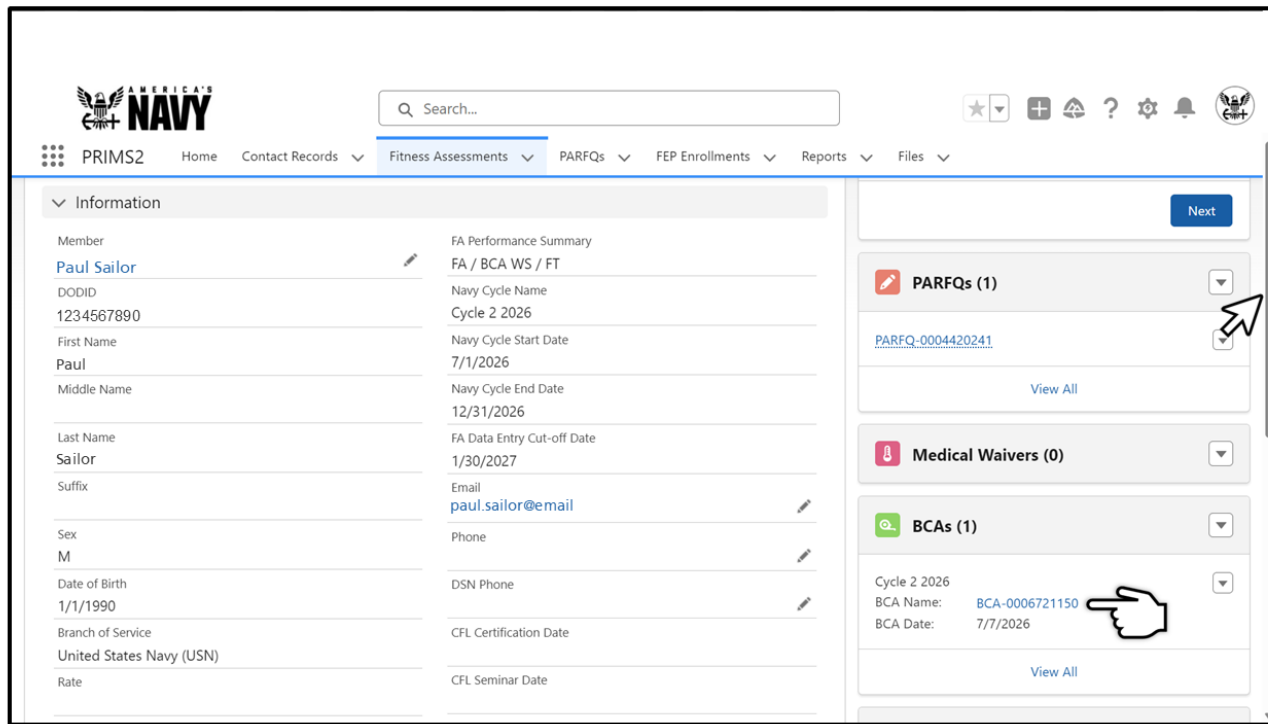
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface for a member named Paul Sailor. The left sidebar contains member information: Member (Paul Sailor), DODID (1234567890), First Name (Paul), Middle Name, Last Name (Sailor), Suffix, Sex (M), Date of Birth (1/1/1990), Branch of Service (United States Navy (USN)), and Rate. The right sidebar contains three tiles: PARFQs (1) with a dropdown arrow, Medical Waivers (0) with a dropdown arrow, and BCAs (1) with a dropdown arrow. The BCAs tile shows Cycle 2 2026, BCA Name: [BCA-0006721150](#), and BCA Date: 7/7/2026. A hand icon points to the BCA Name hyperlink. The bottom of the interface has a row of six circular navigation buttons, with the first four being blue and the last two being grey.

Step 4 of 5: Scroll to the **BCAs** tile, then select the **BCA Name** hyperlink.

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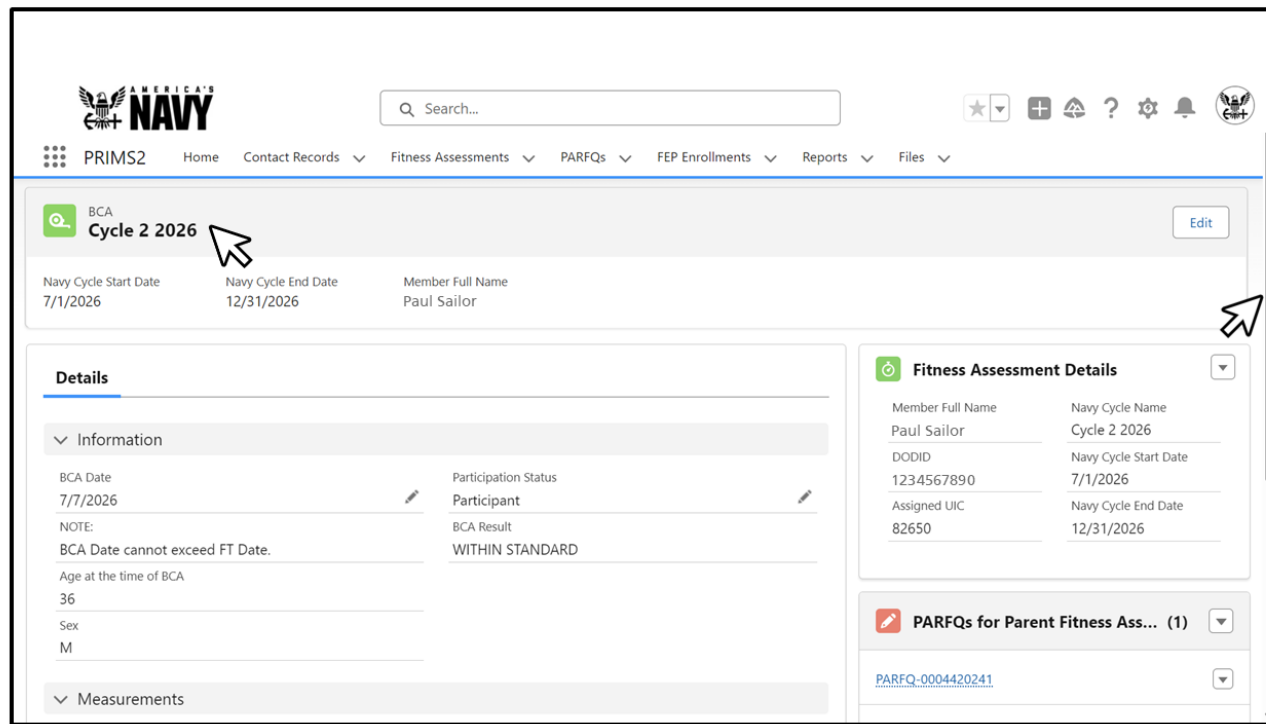
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



BCA Cycle 2 2026 [Edit](#)

Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
7/1/2026	12/31/2026	Paul Sailor

Details

Information

BCA Date	7/7/2026	Participation Status	Participant
NOTE:	BCA Date cannot exceed FT Date.	BCA Result	WITHIN STANDARD
Age at the time of BCA	36		
Sex	M		

Measurements

Fitness Assessment Details

Member Full Name	Paul Sailor	Navy Cycle Name	Cycle 2 2026
DODID	1234567890	Navy Cycle Start Date	7/1/2026
Assigned UIC	82650	Navy Cycle End Date	12/31/2026

PARQs for Parent Fitness Ass... (1)

[PARFQ-0004420241](#)

Step 5 of 5: From the **BCA** page, scroll to view the BCA and Measurement data.

How To View a BCA

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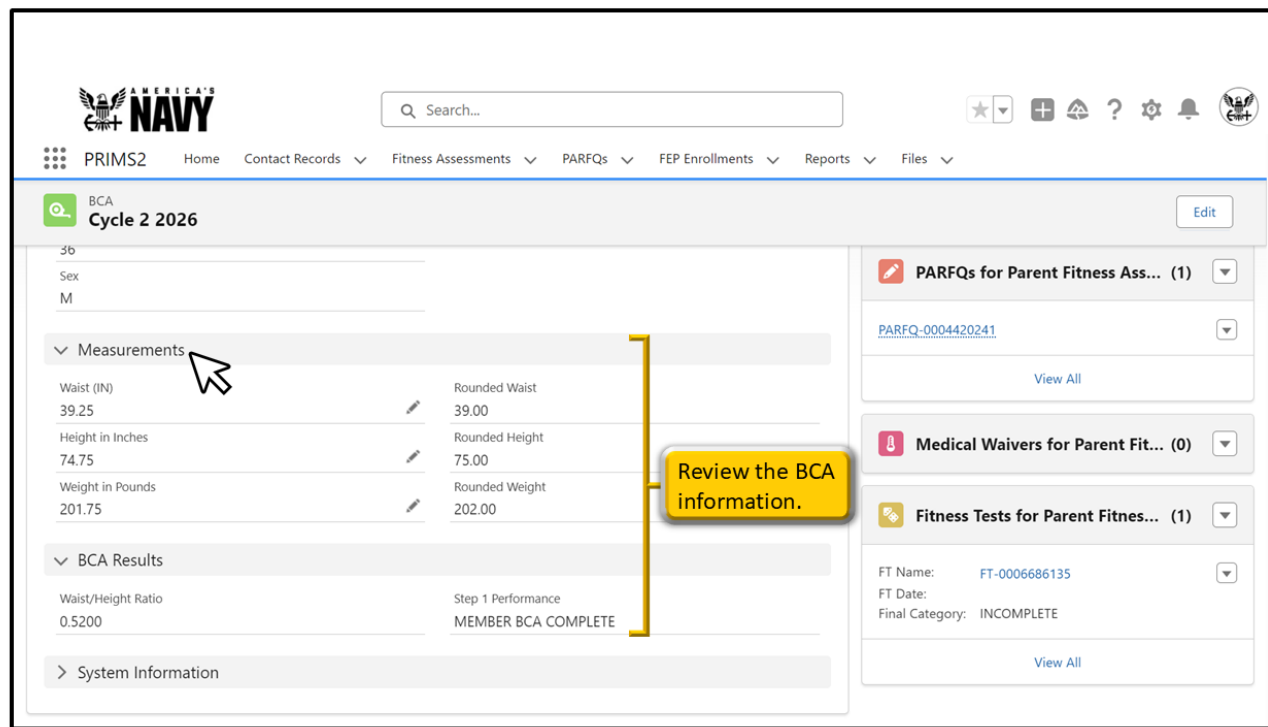
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

Search...

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

BCA Cycle 2 2026 Edit

3b
Sex
M

Measurements

Measurement	Value	Target
Waist (IN)	39.25	Rounded Waist 39.00
Height in Inches	74.75	Rounded Height 75.00
Weight in Pounds	201.75	Rounded Weight 202.00

BCA Results

Result	Value
Waist/Height Ratio	0.5200
Step 1 Performance	MEMBER BCA COMPLETE

System Information

PARFQs for Parent Fitness Ass... (1)

PARFQ-0004420241

View All

Medical Waivers for Parent Fit... (0)

Fitness Tests for Parent Fitnes... (1)

FT Name: FT-0006686135

FT Date:

Final Category: INCOMPLETE

View All

Review the BCA information.

View the BCA details.

How To View a BCA

Step-By-Step Instructions



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



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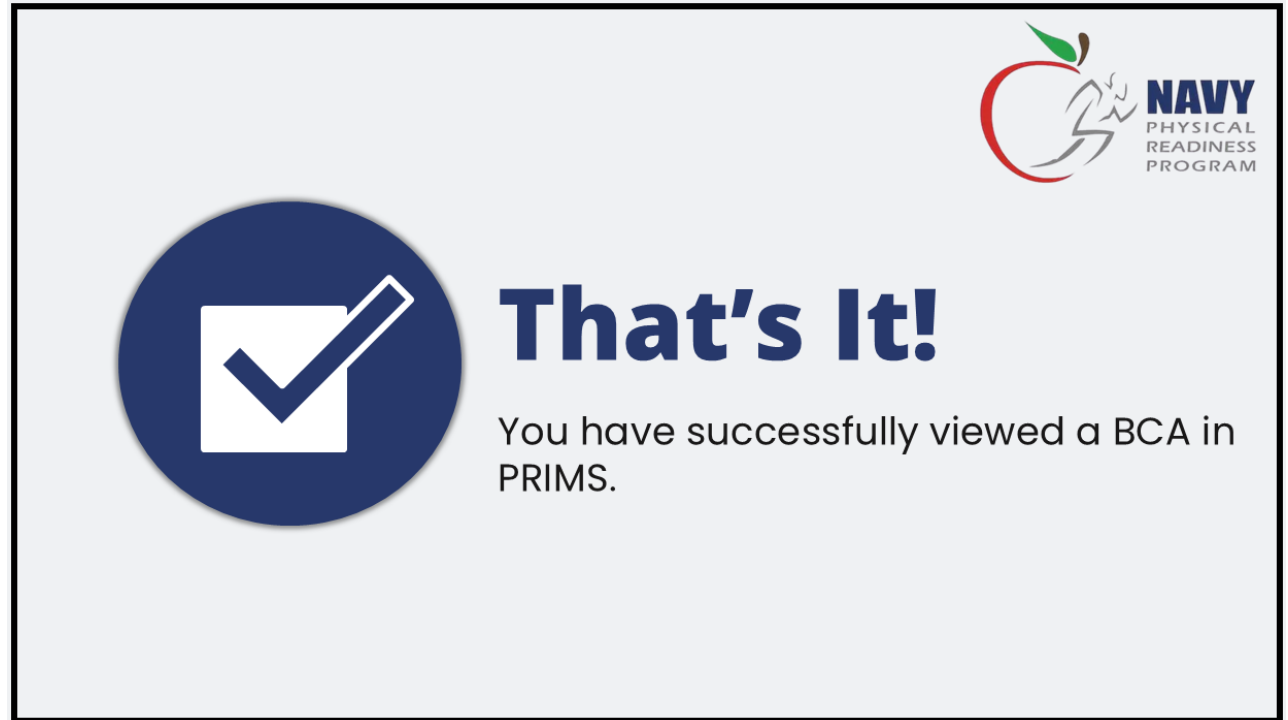
Learning Targets



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[Continue to How to Create a BCA](#)

How To Create a BCA

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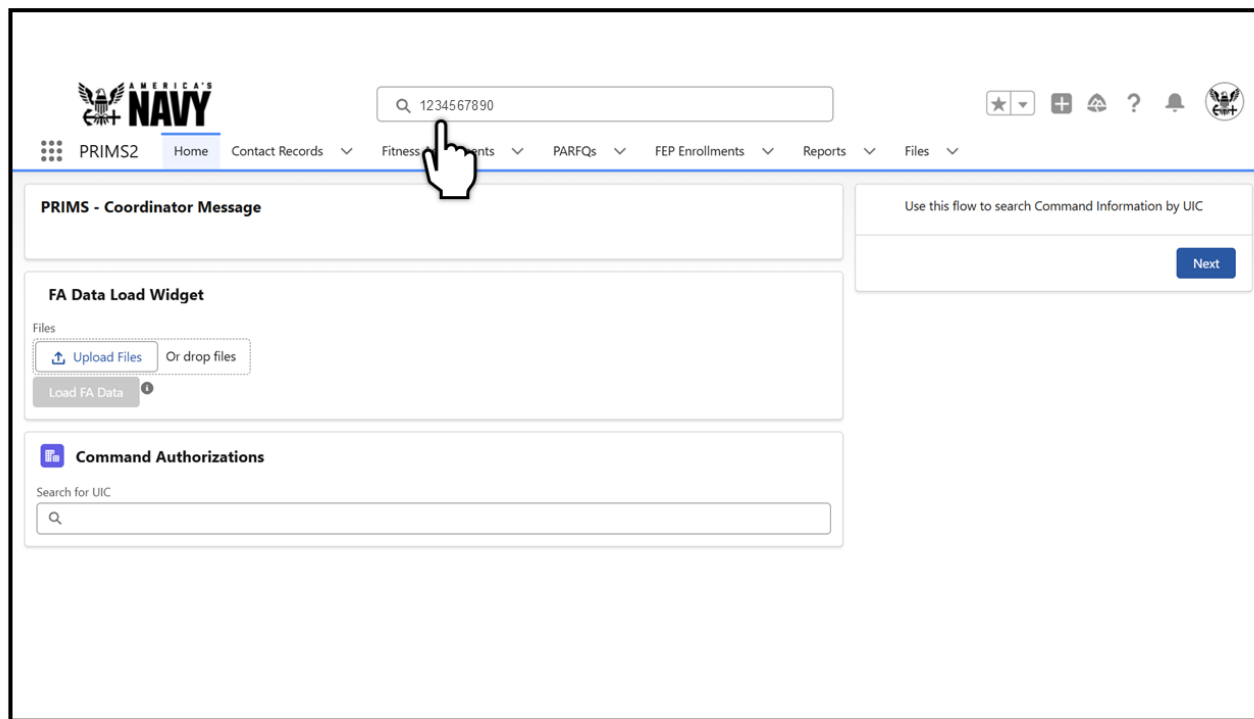
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 1 of 9: In the **Search** field, type the **DODID**, then press the **Enter** key.



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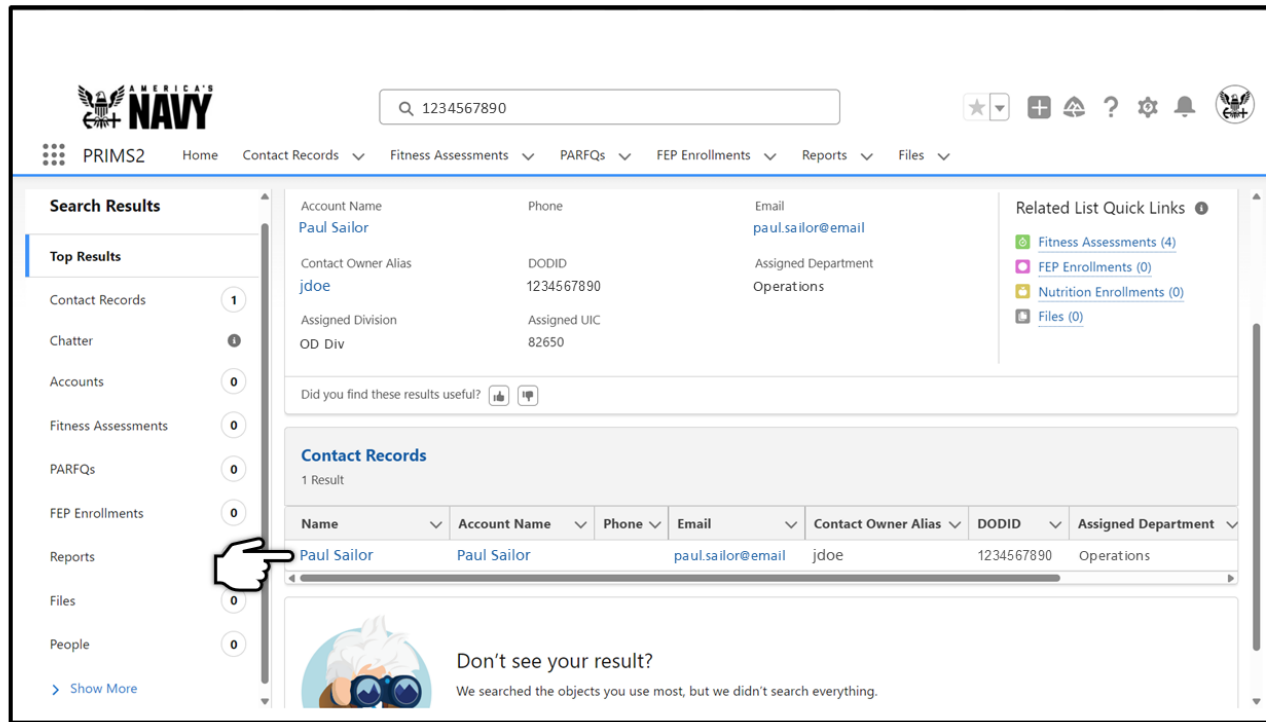
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area displays search results for 'Paul Sailor'. On the left, there's a sidebar with 'Top Results' and a list of categories: Contact Records (1), Chatter (0), Accounts (0), Fitness Assessments (0), PARFQs (0), FEP Enrollments (0), Reports (0), Files (0), and People (0). A hand icon points to the 'Contact Records' category. The main results area shows a table with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The table has one row with the data for 'Paul Sailor'. Below the table, there's a section titled 'Contact Records' with '1 Result'. At the bottom, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 9: On the **Contact Records** tile, select the Sailor's **Name**.

How To Create a BCA

Step-By-Step Instructions



Overview



Tutorial
Navigation



Policy Insights



Learning Targets



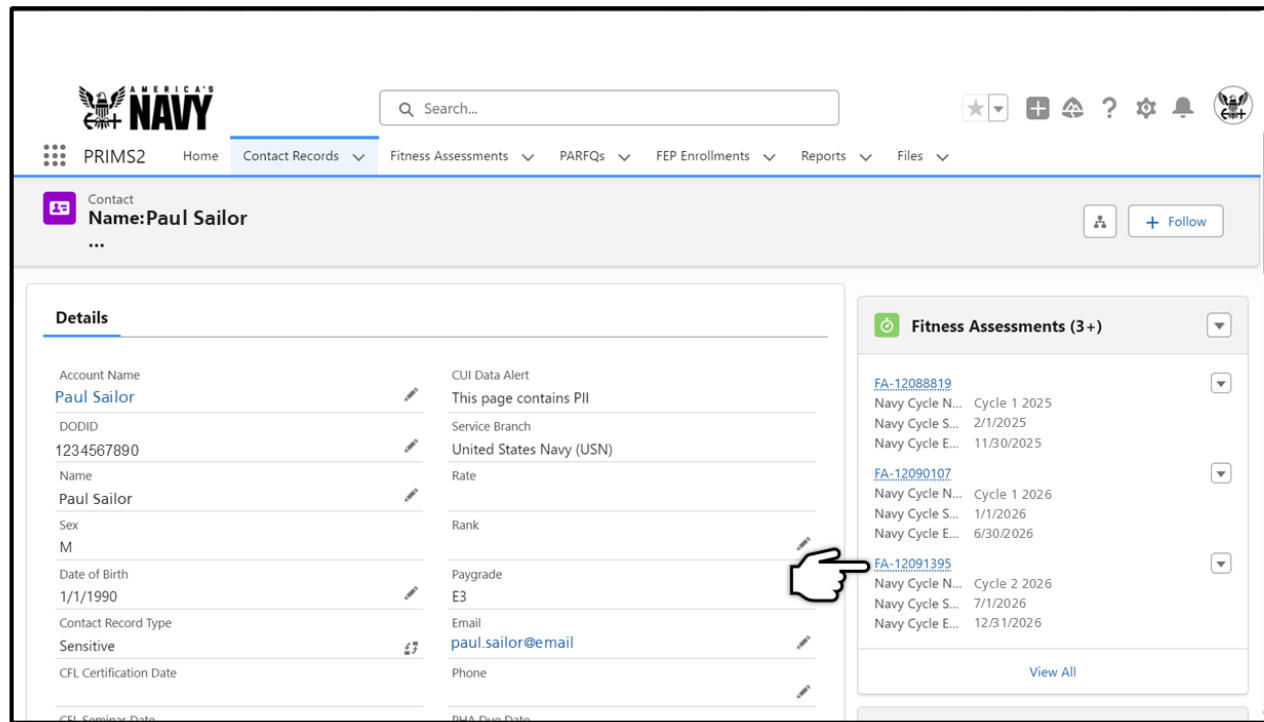
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 3 of 9: Select the current **Fitness Assessment (FA)**.

How To Create a BCA

Step-By-Step Instructions



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Learning Targets



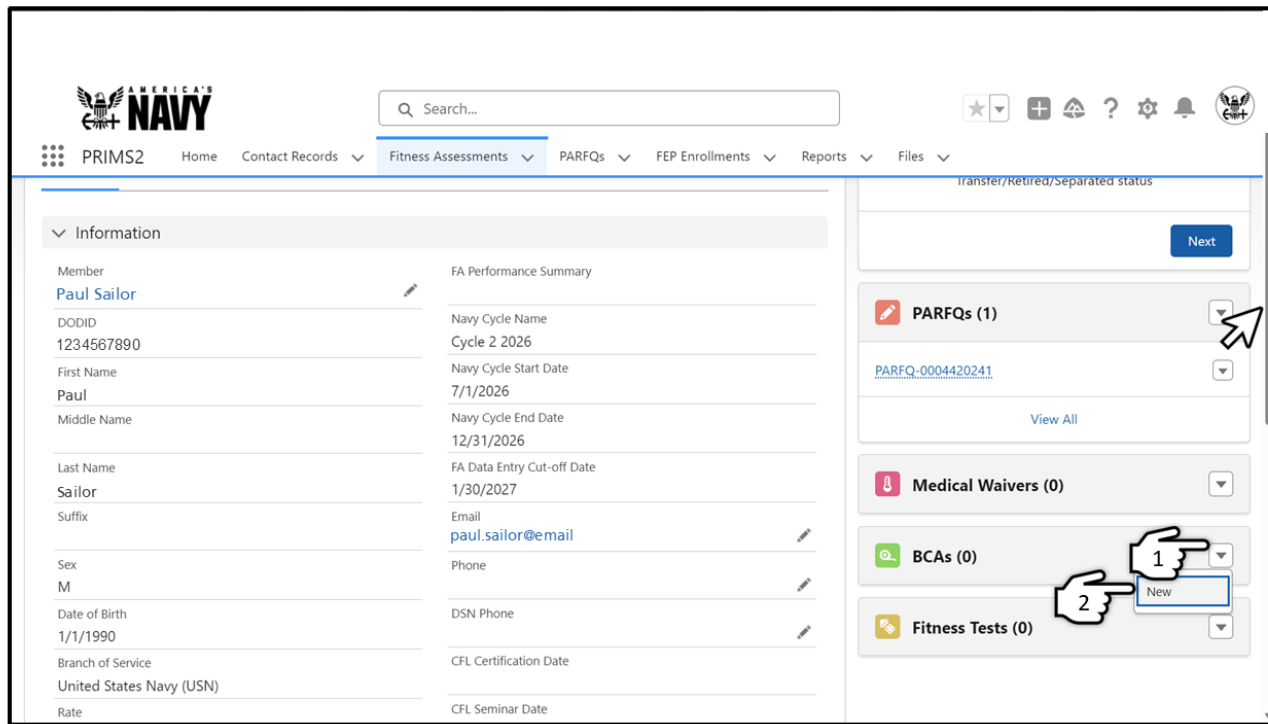
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the Navy Physical Readiness Program interface. The top navigation bar includes the Navy logo, a search bar, and several icons. The main content area is divided into two columns. The left column contains a 'Member' section with details for Paul Sailor, including DODID, first and middle names, last name, suffix, sex, date of birth, branch of service, and rate. The right column contains a 'FA Performance Summary' section with details for the current cycle, including cycle name, start and end dates, data entry cut-off date, email, phone, DSN phone, CFL certification date, and CFL seminar date. Below these sections is a list of fitness assessments, including PARFQs (1), Medical Waivers (0), BCAs (0), and Fitness Tests (0). A hand icon points to the 'BCAs' tile, and another hand icon points to the 'New' button in the dropdown menu.

Step 4 of 9: Scroll to the **BCAs** tile and select the **BCAs** drop-down list, then select **New**.

How To Create a BCA

Step-By-Step Instructions



Overview



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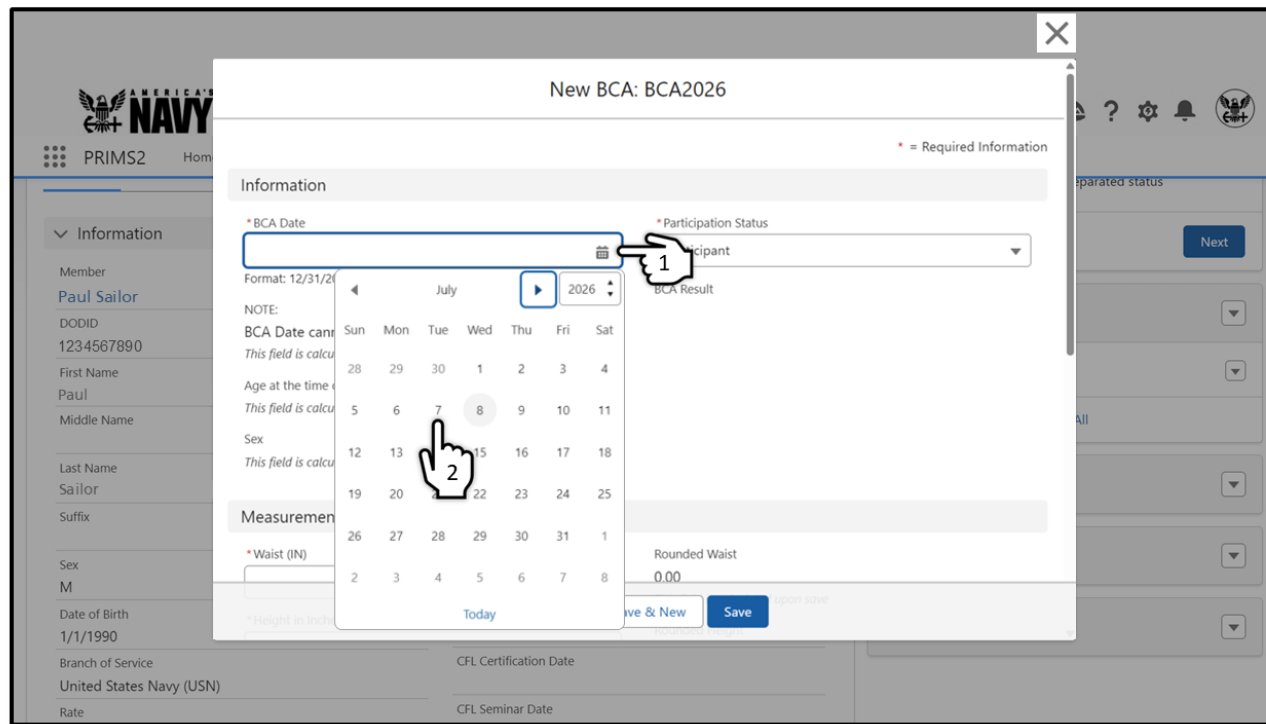
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




Step 5 of 9: To enter the BCA date, select the **BCA Date Calendar** icon, then select the **Date**.

How To Create a BCA

Step-By-Step Instructions



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Learning Targets



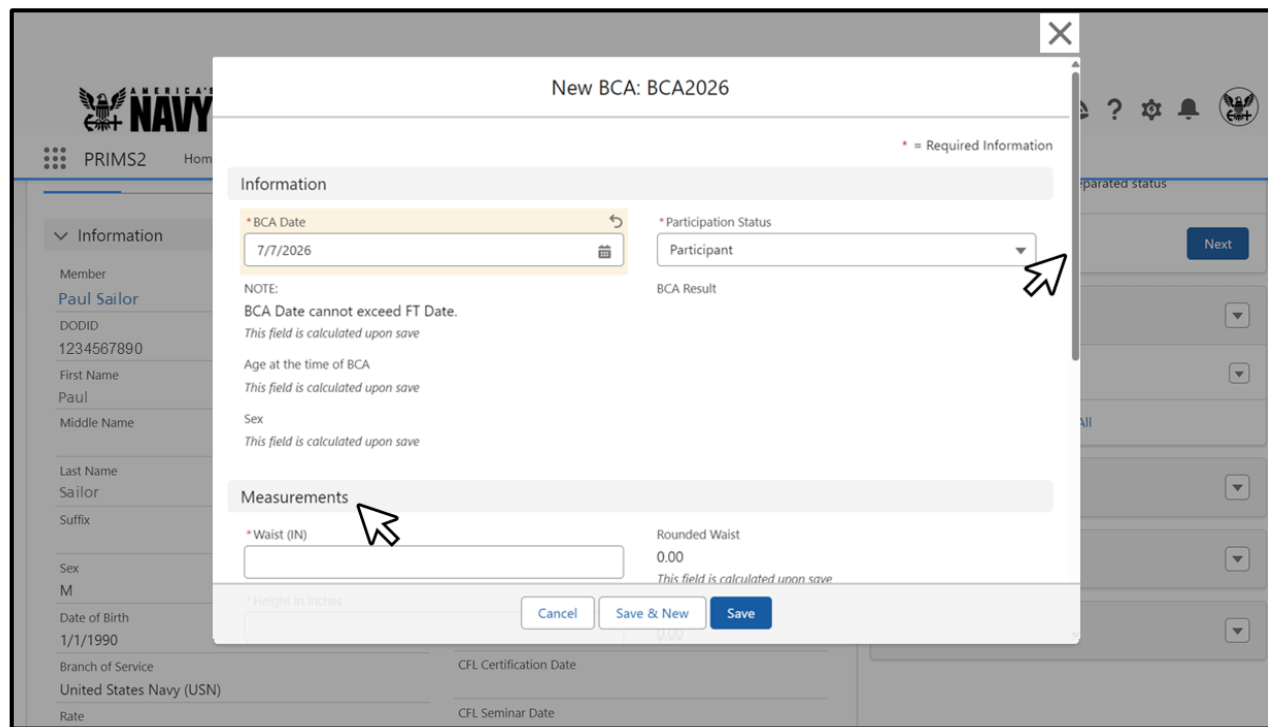
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 6 of 9: Scroll to the **Measurements** section of the BCA.

How To Create a BCA

Step-By-Step Instructions



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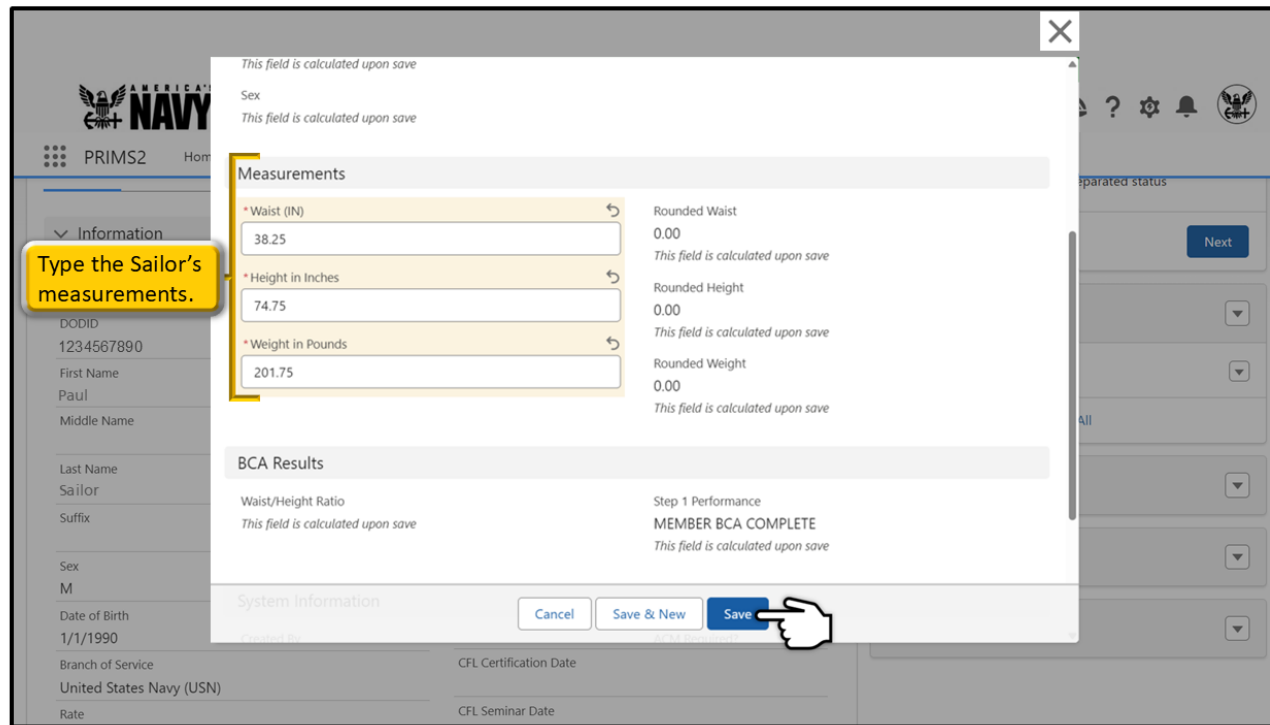
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



This field is calculated upon save

Sex

This field is calculated upon save

Measurements

* Waist (IN) 38.25 Rounded Waist 0.00
This field is calculated upon save

* Height in Inches 74.75 Rounded Height 0.00
This field is calculated upon save

* Weight in Pounds 201.75 Rounded Weight 0.00
This field is calculated upon save

BCA Results

Waist/Height Ratio This field is calculated upon save

Step 1 Performance
MEMBER BCA COMPLETE
This field is calculated upon save

System Information

Cancel Save & New Save



Step 7 of 9: In the **Waist (IN)**, **Height in Inches**, and **Weight in Pounds** fields, type the raw scores, then select **Save**.

How To Create a BCA

Step-By-Step Instructions



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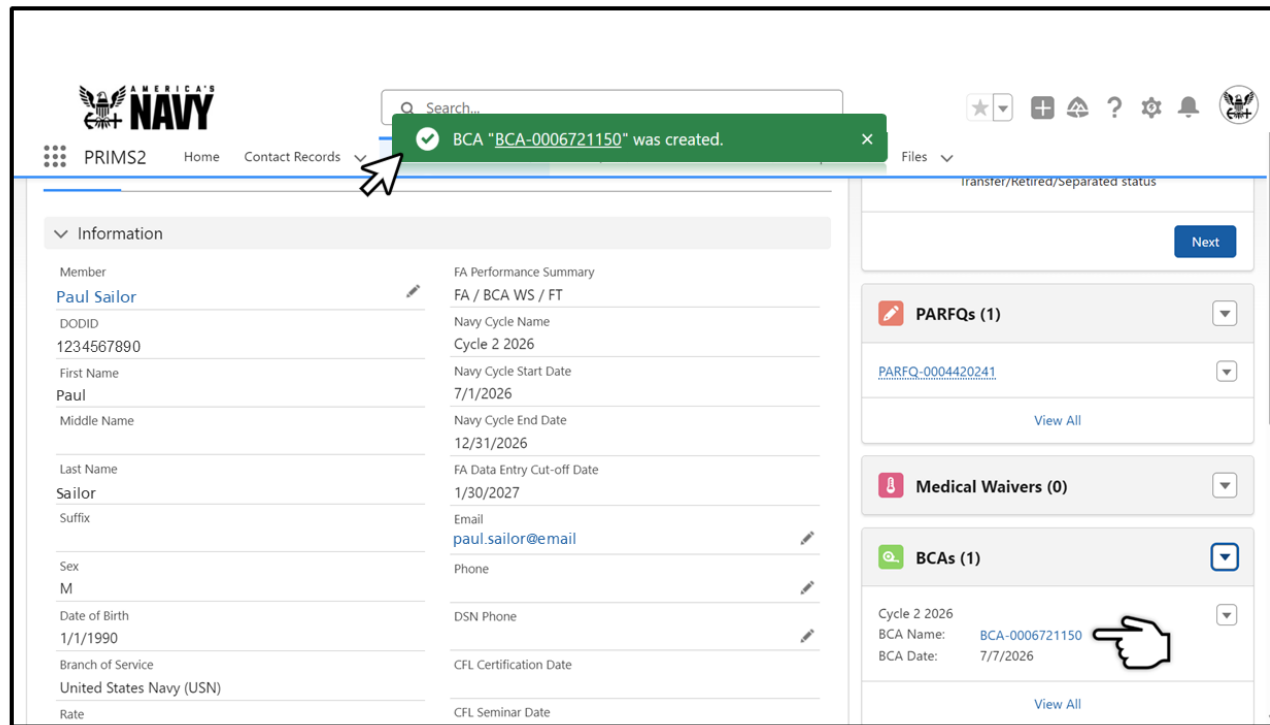
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. At the top, a green banner with a checkmark icon states: "BCA 'BCA-0006721150' was created." Below the banner, the main content area is divided into two columns. The left column, titled "Information", lists details for "Paul Sailor", including DODID (1234567890), First Name (Paul), Middle Name, Last Name (Sailor), Suffix, Sex (M), Date of Birth (1/1/1990), Branch of Service (United States Navy (USN)), and Rate. The right column, titled "FA Performance Summary", lists details for "FA / BCA WS / FT", including Navy Cycle Name (Cycle 2 2026), Navy Cycle Start Date (7/1/2026), Navy Cycle End Date (12/31/2026), FA Data Entry Cut-off Date (1/30/2027), Email (paul.sailor@email), Phone, DSN Phone, CFL Certification Date, and CFL Seminar Date. On the far right, there are three sections: "PARFQs (1)" with a link to "PARFQ-0004420241", "Medical Waivers (0)", and "BCAs (1)". The "BCAs (1)" section shows a table with one entry: "Cycle 2 2026" with "BCA Name: BCA-0006721150" and "BCA Date: 7/7/2026". A hand icon points to the "BCA Name" hyperlink. At the bottom of the interface, there is a row of nine circular navigation buttons, with the first seven being dark blue and the last two being light gray.

Step 8 of 9: A banner displays to confirm the BCA's creation. Select the **BCA Name** hyperlink.

How To Create a BCA

Step-By-Step Instructions



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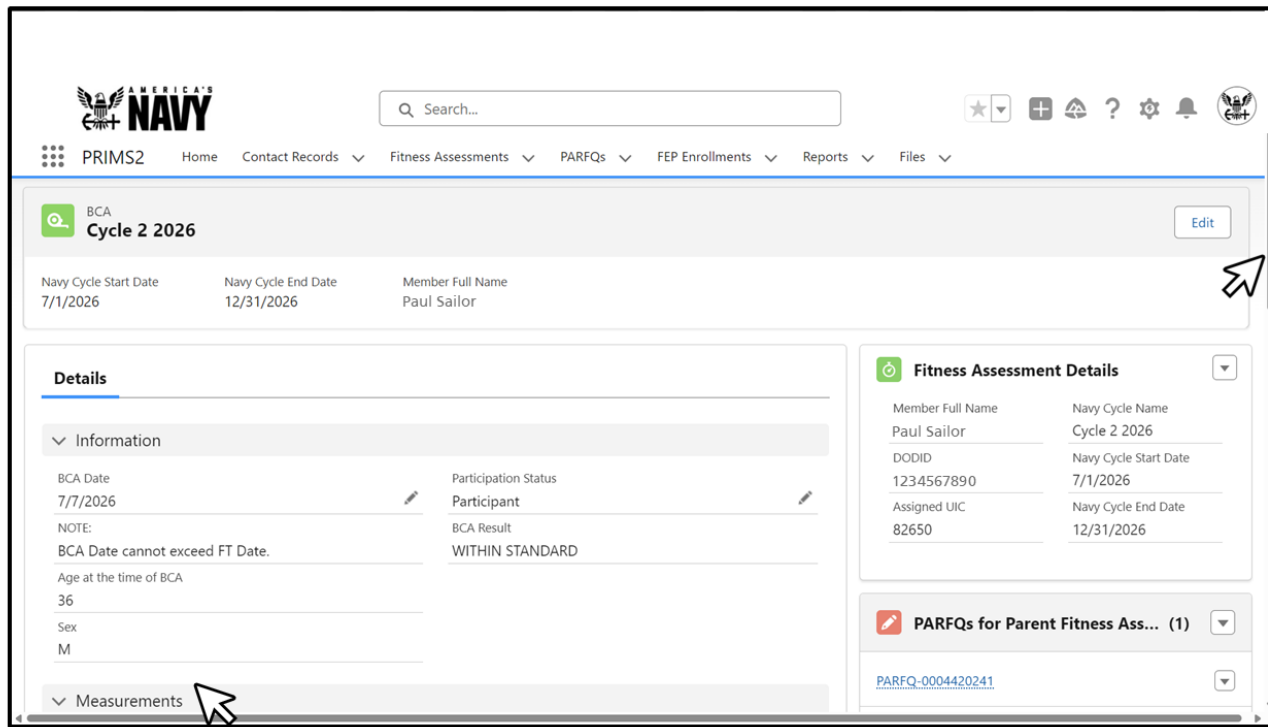
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

BCA Cycle 2 2026

Navy Cycle Start Date: 7/1/2026 Navy Cycle End Date: 12/31/2026 Member Full Name: Paul Sailor

Details

Information

BCA Date: 7/7/2026 Participation Status: Participant

NOTE: BCA Date cannot exceed FT Date. BCA Result: WITHIN STANDARD

Age at the time of BCA: 36

Sex: M

Fitness Assessment Details

Member Full Name: Paul Sailor Navy Cycle Name: Cycle 2 2026

DODID: 1234567890 Navy Cycle Start Date: 7/1/2026

Assigned UIC: 82650 Navy Cycle End Date: 12/31/2026

PARFQs for Parent Fitness Ass... (1)

PARFQ-0004420241

Measurements

Step 9 of 9: From the **BCA** page, scroll to view the **Measurement** details.

How To Create a BCA

Step-By-Step Instructions



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Learning Targets



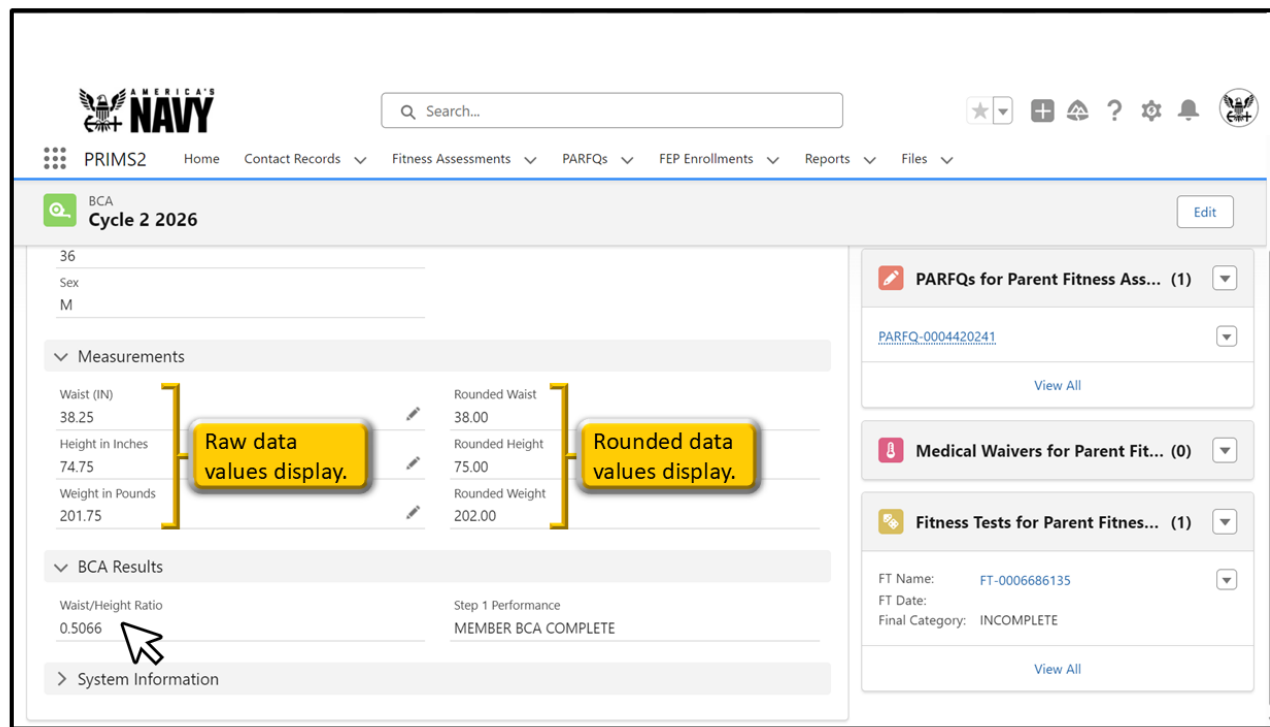
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

BCA Cycle 2 2026 Edit

36
Sex
M

Measurements

Raw data values display.	Rounded data values display.
Waist (IN) 38.25	Rounded Waist 38.00
Height in Inches 74.75	Rounded Height 75.00
Weight in Pounds 201.75	Rounded Weight 202.00

BCA Results

Waist/Height Ratio 0.5066	Step 1 Performance MEMBER BCA COMPLETE
------------------------------	---

> System Information

PARFQs for Parent Fitness Ass... (1)

[PARFQ-0004420241](#)

[View All](#)

Medical Waivers for Parent Fit... (0)

Fitness Tests for Parent Fitnes... (1)

FT Name: [FT-0006686135](#)

FT Date:

Final Category: INCOMPLETE

[View All](#)

View the Measurement details and BCA Results.

Note: Beginning in CY2026, the WHtR is part of the updated BCA standard and is automatically calculated upon entry into PRIMS.

How To Create a BCA

Step-By-Step Instructions



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Overview



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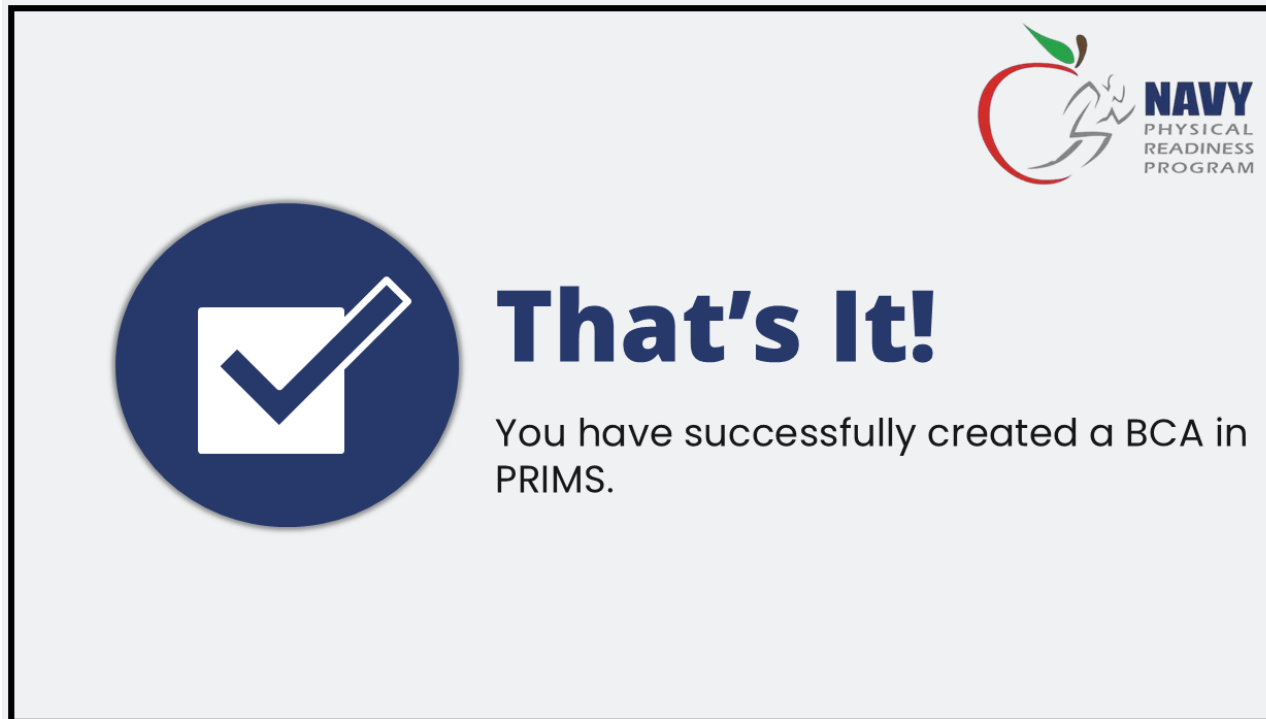
Learning Targets



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Instructions



Quick Steps



Continue to How to Edit a BCA

How To Edit a BCA

Step-By-Step Instructions



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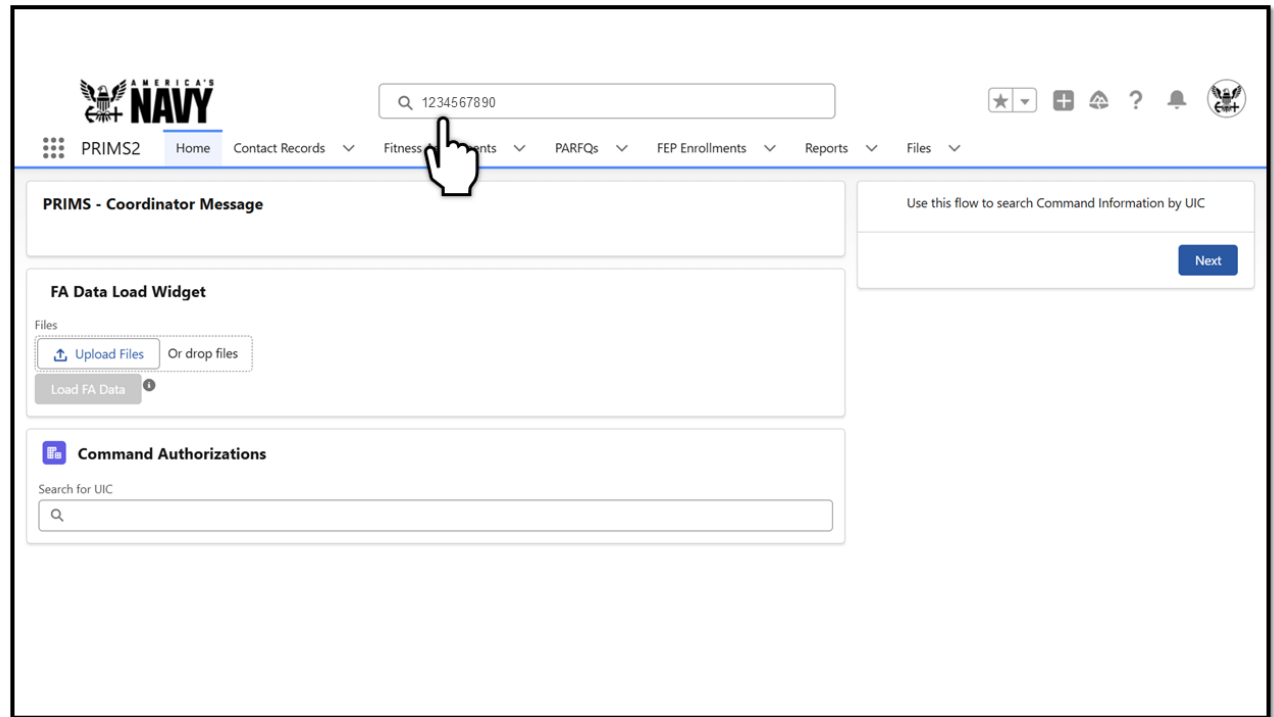
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 1 of 8: In the **Search** field, type the **DODID**, then press the **Enter** key.

How To Edit a BCA

Step-By-Step Instructions



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



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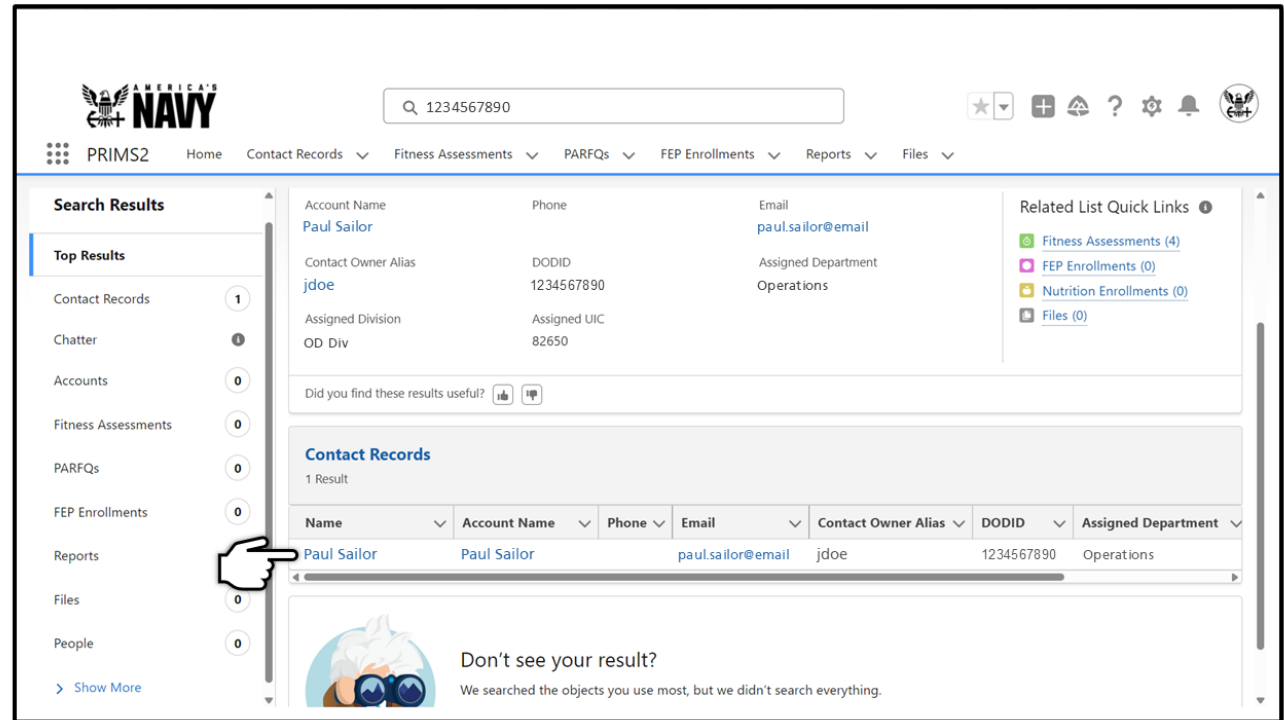
Learning Targets



Step-By-Step
Instructions



Quick Steps



The screenshot shows the PRIMS2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' section is active, showing search results for 'Paul Sailor'. The results include fields for Account Name, Phone, Email, Contact Owner Alias, Assigned Division, and Assigned UIC. A table below shows the contact record for 'Paul Sailor' with columns for Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. A hand icon points to the 'Name' column header. To the right, there's a 'Related List Quick Links' section with links for Fitness Assessments (4), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). At the bottom, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 8: On the **Contact Records** tile, select the Sailor's **Name**.

How To Edit a BCA

Step-By-Step Instructions



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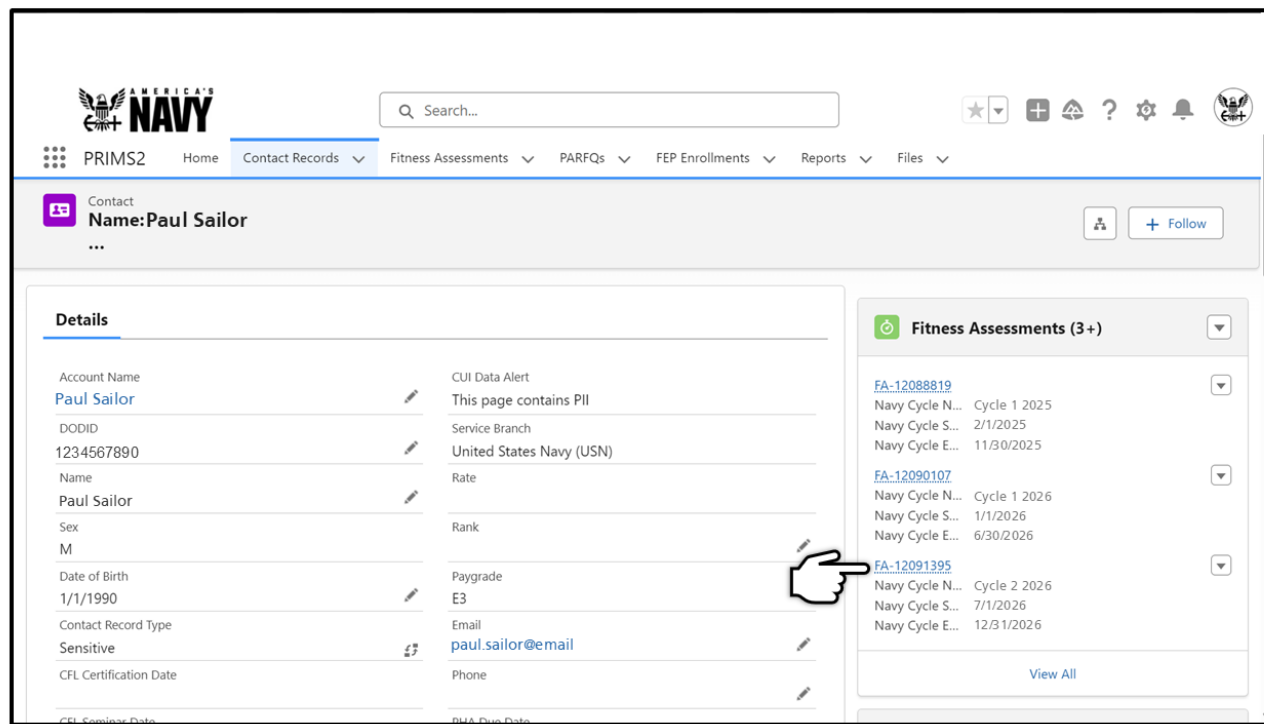
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot displays the 'Contact Records' tab for a user named 'Paul Sailor'. The interface includes a search bar, navigation tabs (PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, Files), and a 'Follow' button. The 'Details' section shows account information, including Account Name (Paul Sailor), DODID (1234567890), Name (Paul Sailor), Sex (M), Date of Birth (1/1/1990), Contact Record Type (Sensitive), and CFL Certification Date. The 'Fitness Assessments (3+)' section lists three assessments: FA-12088819 (Cycle 1 2025), FA-12090107 (Cycle 1 2026), and FA-12091395 (Cycle 2 2026). A hand icon points to the 'FA-12091395' assessment.

Step 3 of 8: Select the current **Fitness Assessment (FA)**.



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Learning Targets



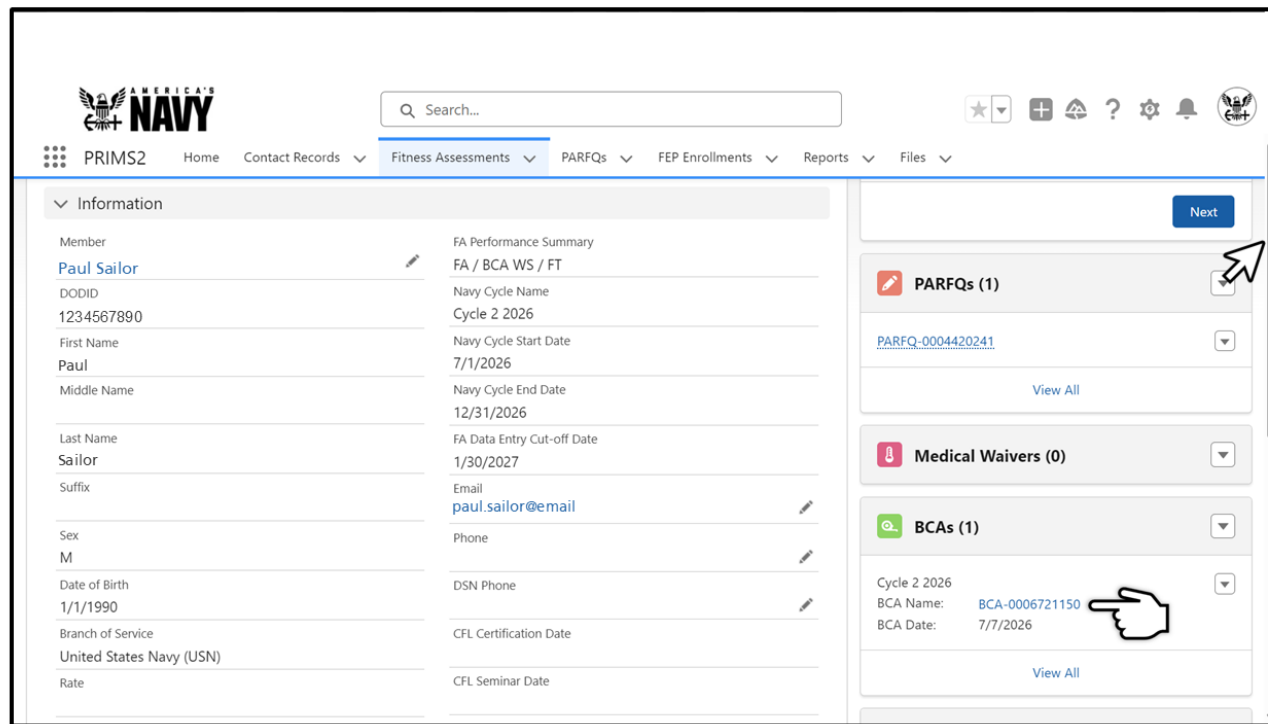
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Information

Member: Paul Sailor

DODID: 1234567890

First Name: Paul

Middle Name:

Last Name: Sailor

Suffix:

Sex: M

Date of Birth: 1/1/1990

Branch of Service: United States Navy (USN)

Rate:

FA Performance Summary

FA / BCA WS / FT

Navy Cycle Name: Cycle 2 2026

Navy Cycle Start Date: 7/1/2026

Navy Cycle End Date: 12/31/2026

FA Data Entry Cut-off Date: 1/30/2027

Email: paul.sailor@email

Phone:

DSN Phone:

CFL Certification Date:

CFL Seminar Date:

PARFQs (1)

PARFQ-0004420241

View All

Medical Waivers (0)

BCAs (1)

Cycle 2 2026

BCA Name: BCA-0006721150

BCA Date: 7/7/2026

View All

Step 4 of 8: Scroll to the **BCAs** tile then select the current **BCA Name** hyperlink.



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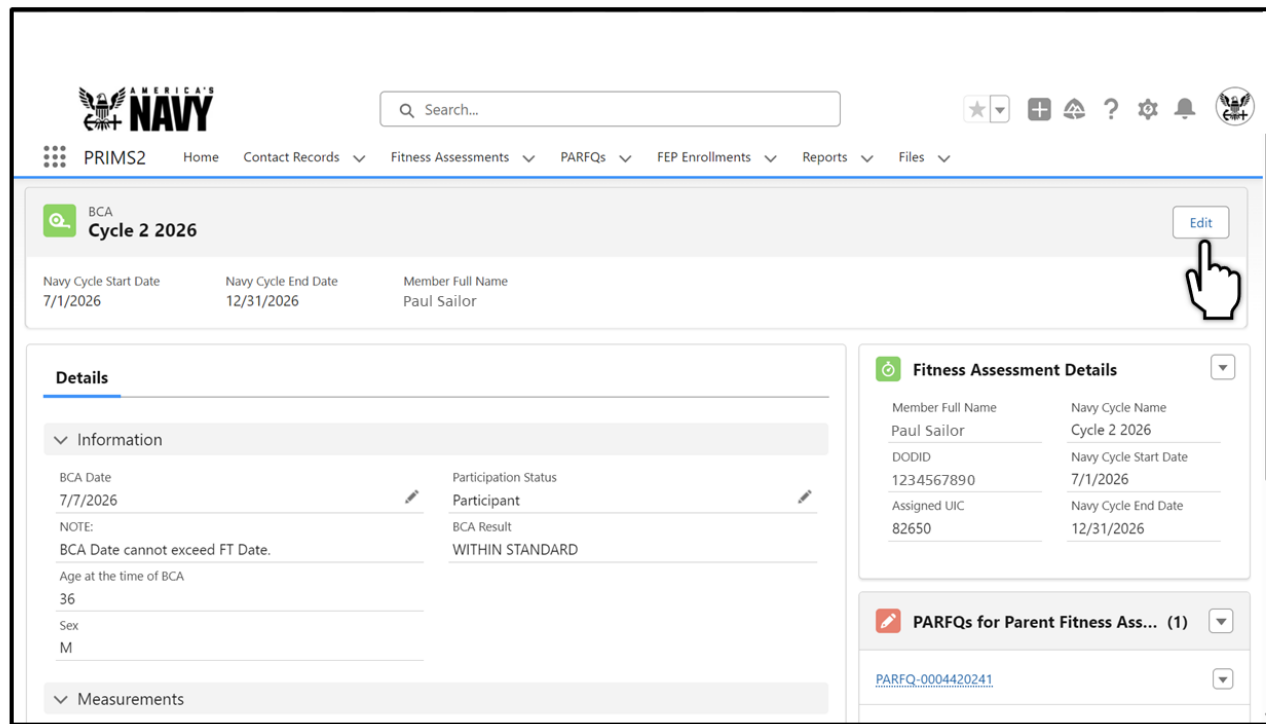
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the NAVY PRIMS2 interface. At the top, there is a search bar and navigation tabs: PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area displays 'BCA Cycle 2 2026' with an 'Edit' button in the top right corner. Below this, there is a table with columns for Navy Cycle Start Date, Navy Cycle End Date, and Member Full Name. The details section is expanded, showing information for Paul Sailor, including BCA Date (7/7/2026), Participation Status (Participant), and BCA Result (WITHIN STANDARD). The Fitness Assessment Details section shows Member Full Name (Paul Sailor), Navy Cycle Name (Cycle 2 2026), DODID (1234567890), Navy Cycle Start Date (7/1/2026), Assigned UIC (82650), and Navy Cycle End Date (12/31/2026). The PARFQs section shows a list of PARFQs for Parent Fitness Assessment, with one entry (1) and a link to PARFQ-0004420241.

Step 5 of 8: Select **Edit**.

How To Edit a BCA

Step-By-Step Instructions



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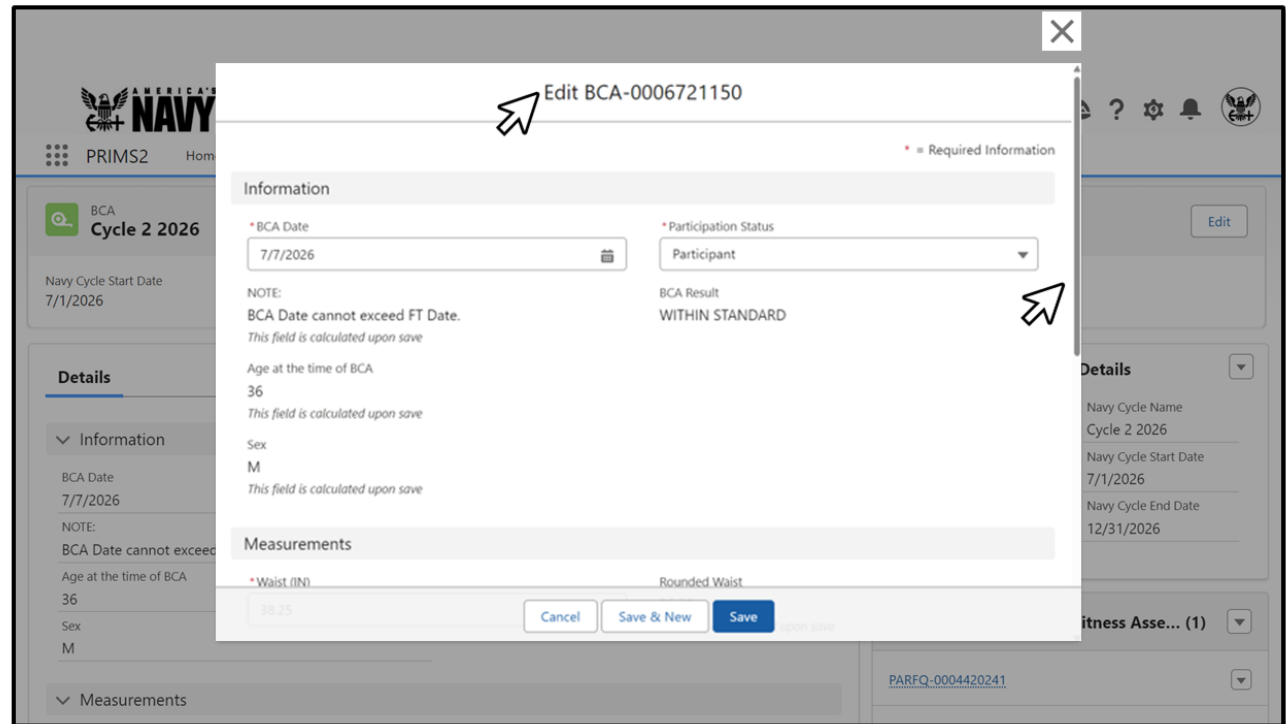
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 6 of 8: From the **Edit** window, scroll to the **Measurements**.



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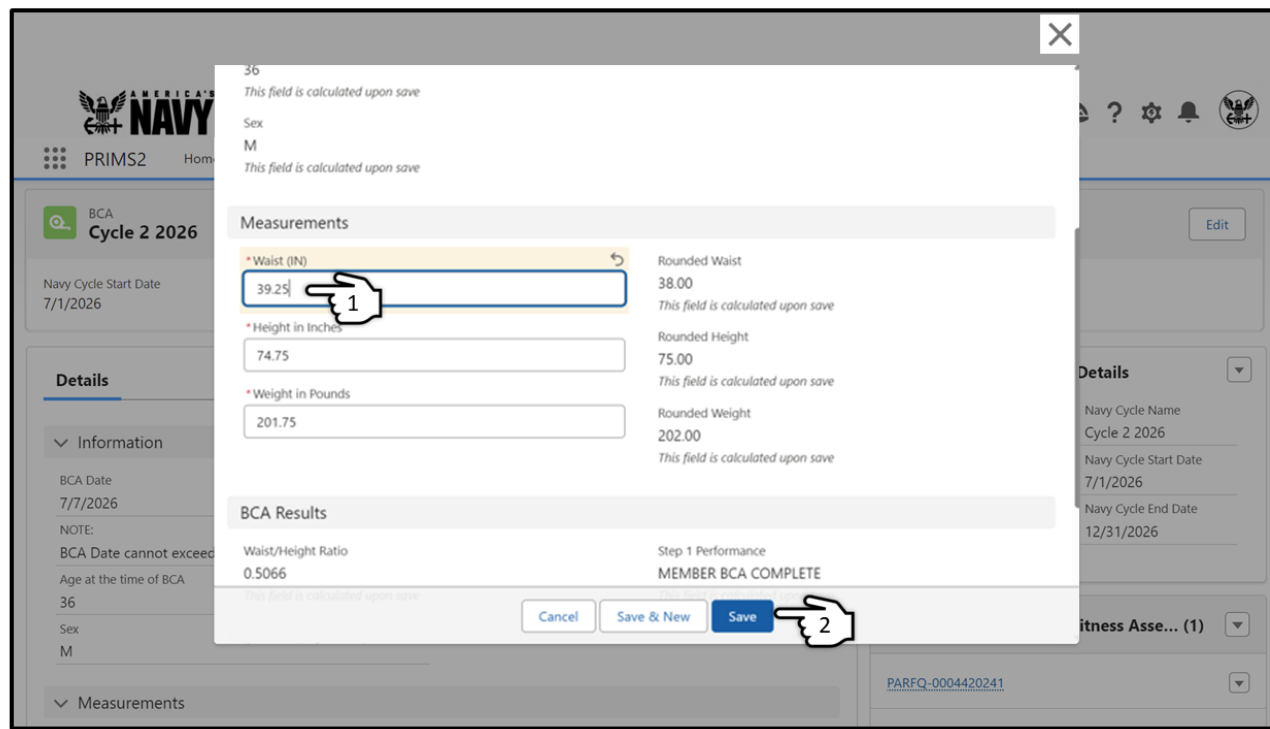
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



36
This field is calculated upon save

Sex
M
This field is calculated upon save

Measurements

*Waist (IN)
39.25
Rounded Waist
38.00
This field is calculated upon save

*Height in Inches
74.75
Rounded Height
75.00
This field is calculated upon save

*Weight in Pounds
201.75
Rounded Weight
202.00
This field is calculated upon save

BCA Results

Waist/Height Ratio
0.5066
This field is calculated upon save

Step 1 Performance
MEMBER BCA COMPLETE

Cancel Save & New Save

PARFQ-0004420241

Step 7 of 8: In the **Waist (IN)** field, type the updated measurement, then select **Save**.

Note: Once edit limits are reached, any additional corrections to the official CFA record must be submitted to MyNavy Career Center (MNCC) via Letter of Correction (LOC), endorsed by the CO/OIC.



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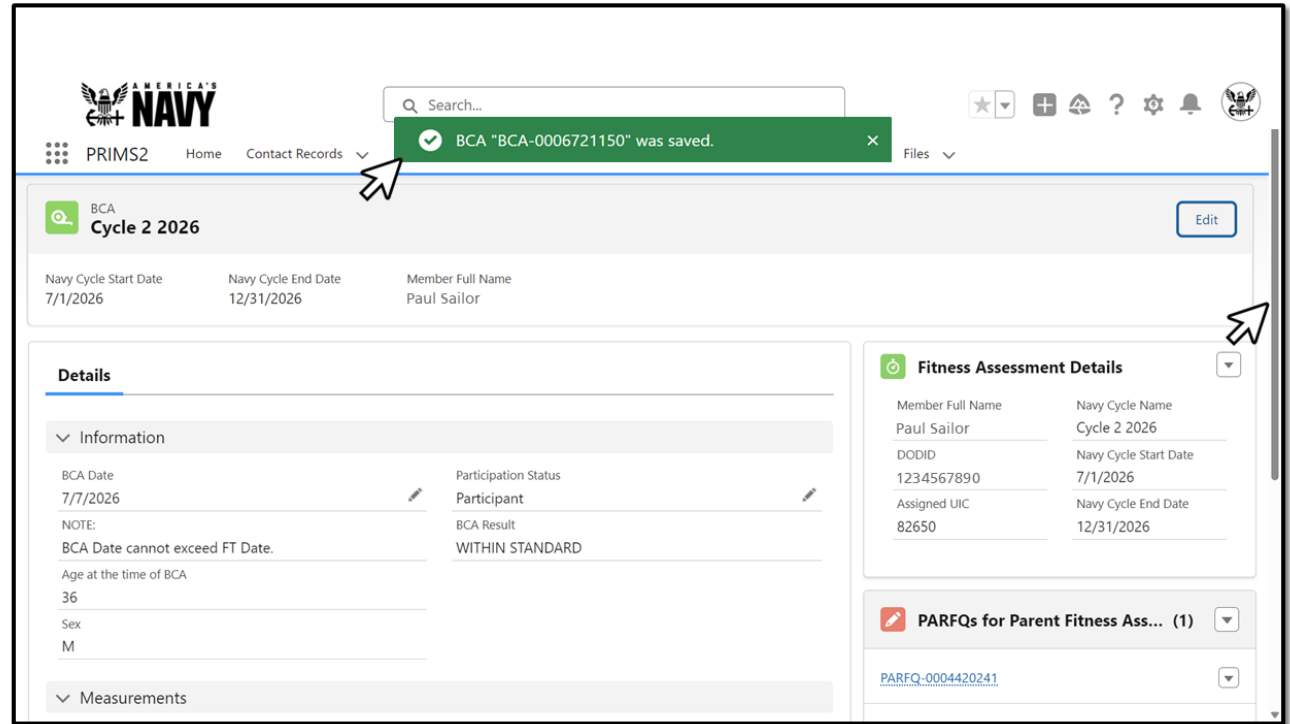
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 8 of 8: A banner displays indicating the information was saved. Scroll to **Measurements**.



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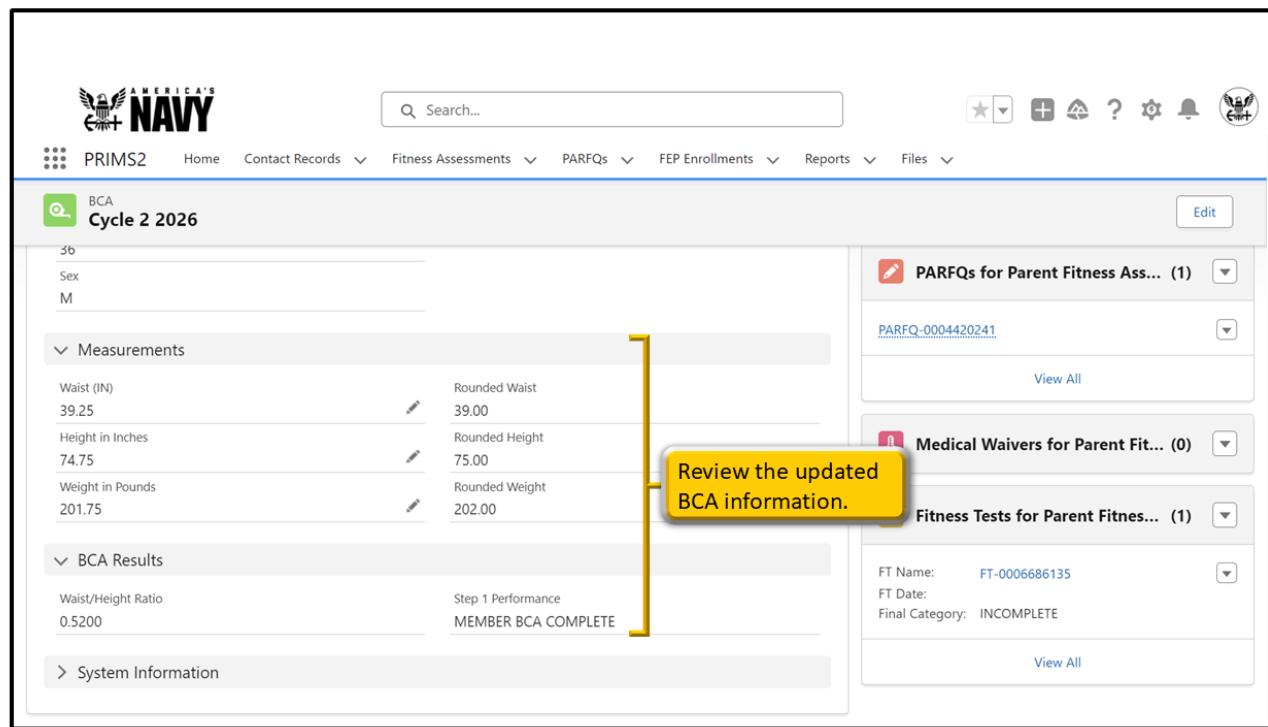
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

BCA Cycle 2 2026

3b
Sex
M

Measurements

Measurement	Value	Rounded Value
Waist (IN)	39.25	39.00
Height in Inches	74.75	75.00
Weight in Pounds	201.75	202.00

BCA Results

Result	Value
Waist/Height Ratio	0.5200
Step 1 Performance	MEMBER BCA COMPLETE

PARFQs for Parent Fitness Ass... (1)

[PARFQ-0004420241](#)

Medical Waivers for Parent Fit... (0)

Fitness Tests for Parent Fitnes... (1)

FT Name: FT-0006686135
FT Date:
Final Category: INCOMPLETE

Review the updated BCA information.



Review the updated Measurement information and BCA Results.

How To Edit a BCA

Step-By-Step Instructions



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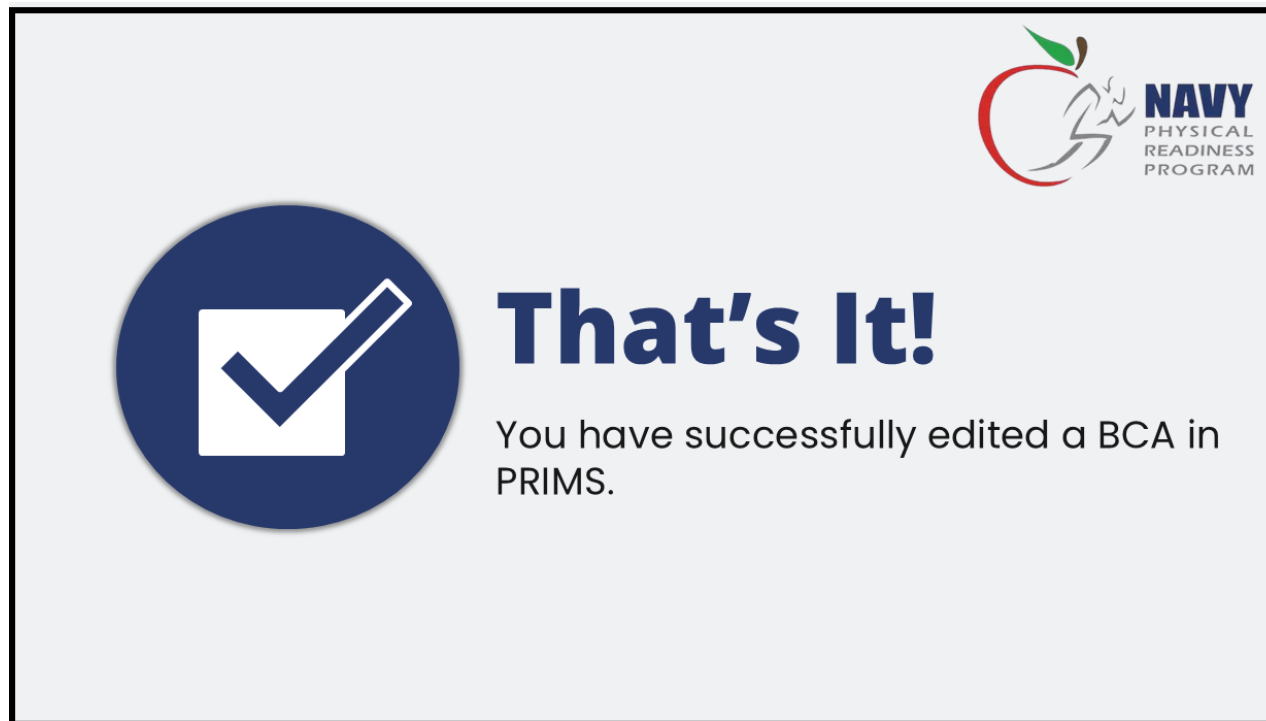
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



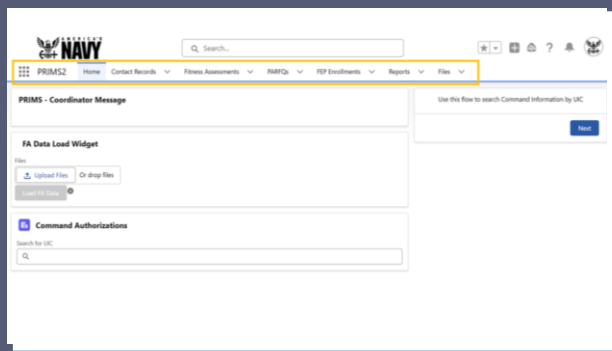
[Return to the Medical Waiver lesson](#)

[Continue to the CFT lesson](#)



ACFL PRIMS Training

Combat Fitness Test (CFT) *Platform Display*



Start Tutorial



Overview



Tutorial Navigation



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Quick Steps



Combat Fitness Test (CFT)

CFT Guidelines

In accordance with **OPNAVINST 6110.1 (series)** and Navy Physical Readiness Program standards, all Sailors assigned to Naval Special Warfare, EOD, Fleet Divers and Diving Officers will participate in the Command Fitness Assessment (CFA).

Note: All results must be accurately recorded and submitted through PRIMS within mandated timelines.

CFT Guidance

Combat Arms personnel must participate in scheduled CFA cycles unless medically waived, in a pregnancy or postpartum status, or prohibited by operational requirements.

How It Works



CFL and/or ACFLs administer the CFT.



Sailor completes the 4 identified CFT events in sequence.



CFL or ACFL records results on the appropriate CFT score sheet and enters data into PRIMS.



How to Use This Tutorial

Tip: Use your **Mouse or Tab** to move between interactive elements and **Enter** to activate a Selection.

- Use the **Navigation panel** on the left to move between lesson sections.
- Select the **Home** icon at any time to return to the course start page.

Tutorial Sections



Policy Insights

Review tips and important notes about PRIMS.



Step-By-Step Instructions

Follow step-by-step instructions with screenshots of PRIMS.



Learning Targets

Understand what task you will learn to perform in PRIMS.



Quick Steps

Job Aid to create a CFT that you can print & reference.



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Quick Steps



As an ACFL, you must understand the administrative requirements for CFTs. Review these key facts about CFT administration and procedures:

- 1 CFAs must be administered by a qualified Command Fitness Leader (CFL) and/or Assistant Command Fitness Leaders (ACFLs).
- 2 CFTs must be administered by Combat Arms personnel qualified as a CFL and/or ACFL.
- 3 The CFT consists of the specified modalities in the following sequence.

✓ Swim ✓ Push-Ups ✓ Pull-Ups ✓ Run

Note: All modalities must be completed during a single session.



For additional guidance, see **PRP Guide-5B** within the Guides section of the **MyNavy HR Physical Readiness** site.

How To Create a CFT

PRIMS Quick Steps



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Quick Steps



1 In the **Sailor's Contact Record**, Select the **Fitness Assessment (FA)** hyperlink.

2 Select the **Fitness Test (FT)** drop-down list and Select **Edit**.

3 Enter the **FT Date**, **FT Participation Status**, and **FT Event Standard**.

4 In the **Event** fields, enter each performed values. Then, select **Save**.


Fitness Assessments (3+)

[FA-12091395](#)

Navy Cycle N... Cycle 26
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026


Fitness Tests (1)

[PFA-12080018](#)

Navy Cycle Name: Cycle 2 2025
Navy Cycle Start D... 7/1/2025
Navy Cycle End D... 12/31/2025

1

Edit

2

Edit FT-0006686135

Information

FT Date

7/8/2026

FT Participation Status

Participant

Age

This field is calculated upon save

FT Event Standard

SEAL and SWCC

Type the required information.

SWIM

CFT Swim Minutes

14

CFT Swim Seconds

11

CFT Swim Performance

--None--

CFT Swim Points

Push-Ups

Push-Up

85

Push-Up Points

Push-Up Performance

Pull-Ups

CFT Pull-Up

13

CFT Pull-Up Points

CFT Pull-up Performance

--None--

RUN

Cardio Minutes

10

Cardio Seconds

Cardio Points

0

Cardio Performance

System Information

1

Cancel

Save & New

Save



Select a learning target below to begin the Step-by-Step walkthrough.



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Quick Steps



This tutorial outlines the step-by-step process to:

1

View a CFT

2

Create a CFT

3

Edit a CFT

1 How To View a CFT

Step-By-Step Instructions



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Learning Targets



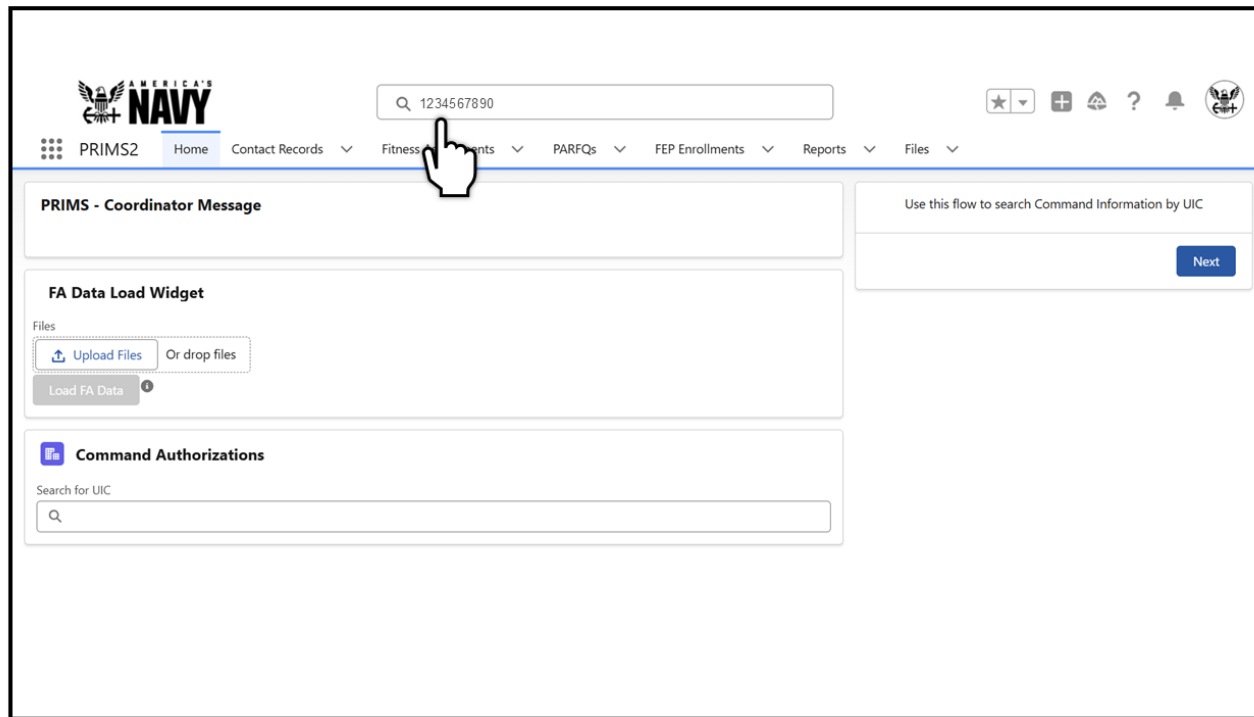
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Step 1 of 6: In the **Search** field, type the **DODID**, then press the **Enter** key.

1 How To View a CFT

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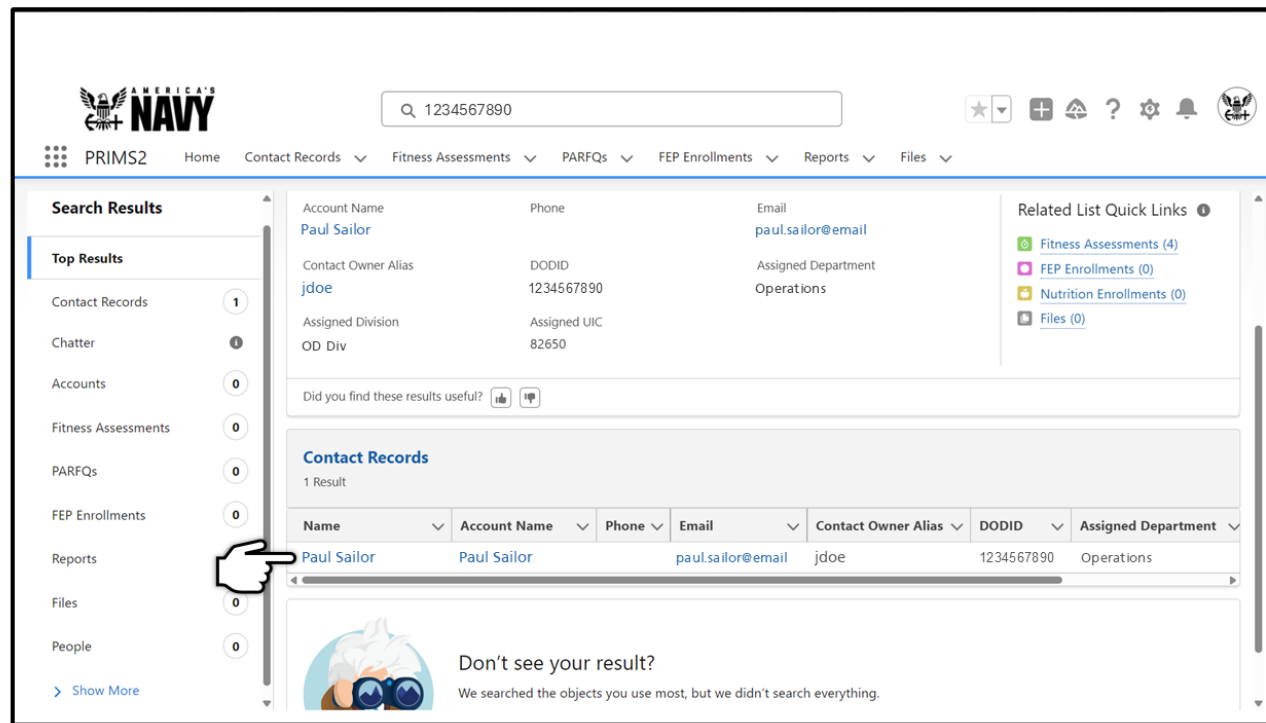
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the PRIMS2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area is titled 'Search Results' and shows 'Top Results' for 'Paul Sailor'. A table lists contact records for 'Paul Sailor' with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The table shows one result for 'Paul Sailor' with the email 'paul.sailor@email' and assigned department 'Operations'. A hand icon points to the 'Name' column header. To the right, there's a 'Related List Quick Links' section with links for Fitness Assessments (4), FEP Enrollments (0), Nutrition Enrollments (0), and Files (0). At the bottom, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Step 2 of 6: On the **Contact Records** tile, select the Sailor's **Name**.



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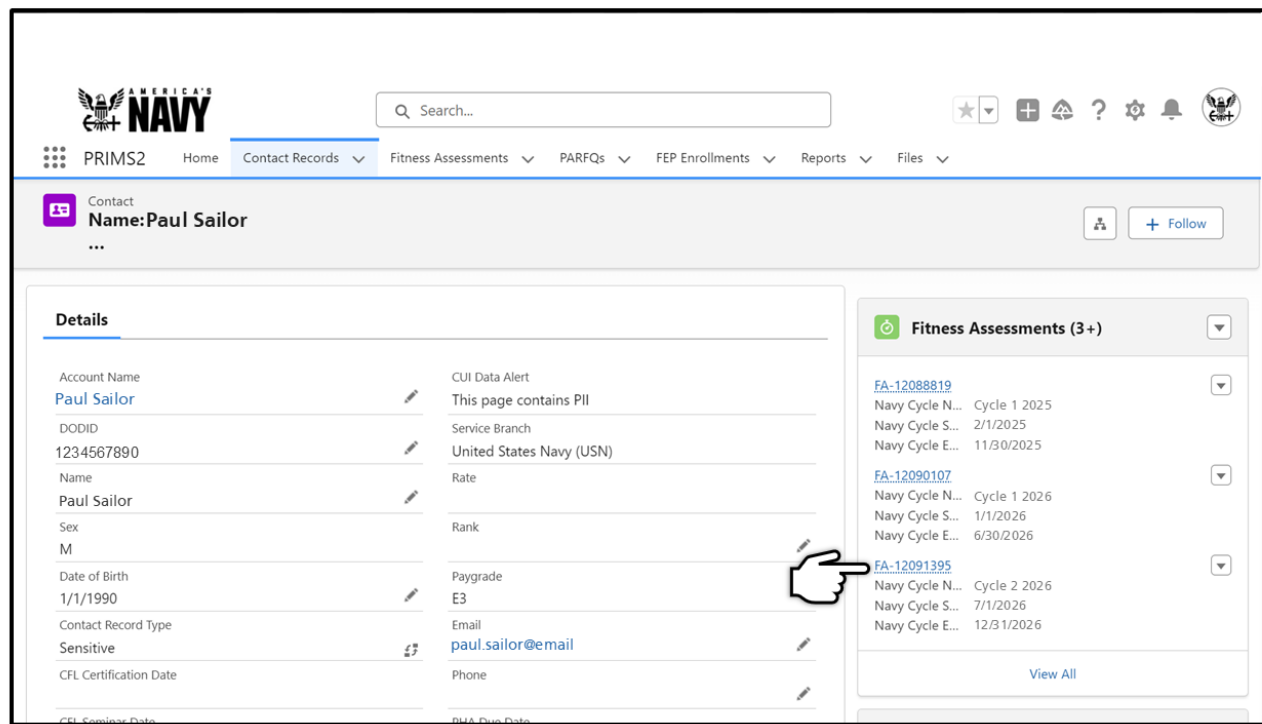
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




Step 3 of 6: Select the current **Fitness Assessment (FA)**.



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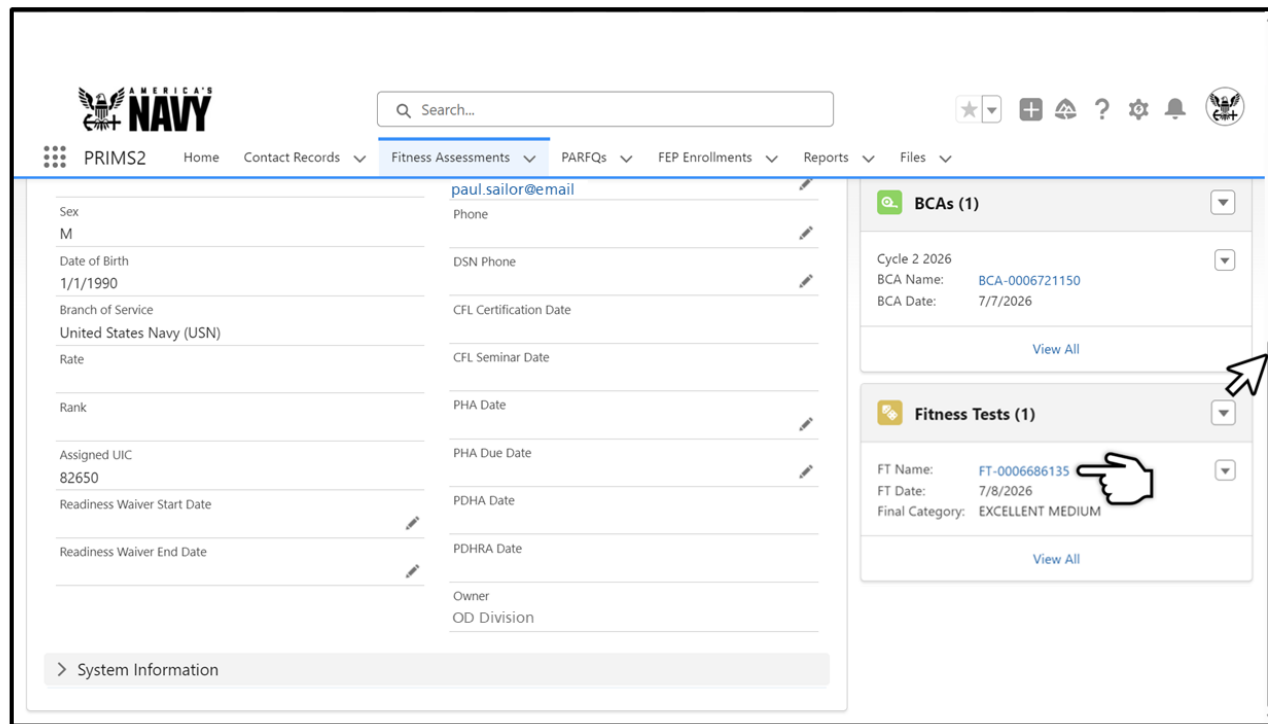
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AMERICA'S NAVY

Search...

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

paul.sailor@email

Sex: M

Date of Birth: 1/1/1990

Branch of Service: United States Navy (USN)

Rate:

Rank:

Assigned UIC: 82650

Readiness Waiver Start Date:

Readiness Waiver End Date:

Phone:

DSN Phone:

CFL Certification Date:

CFL Seminar Date:

PHA Date:

PHA Due Date:

PDHA Date:

PDHRA Date:

Owner: OD Division

BCAs (1)

Cycle 2 2026

BCA Name: BCA-0006721150

BCA Date: 7/7/2026

View All

Fitness Tests (1)

FT Name: FT-0006686135

FT Date: 7/8/2026

Final Category: EXCELLENT MEDIUM

View All

> System Information

Step 4 of 6: Select the **Fitness Test** hyperlink.



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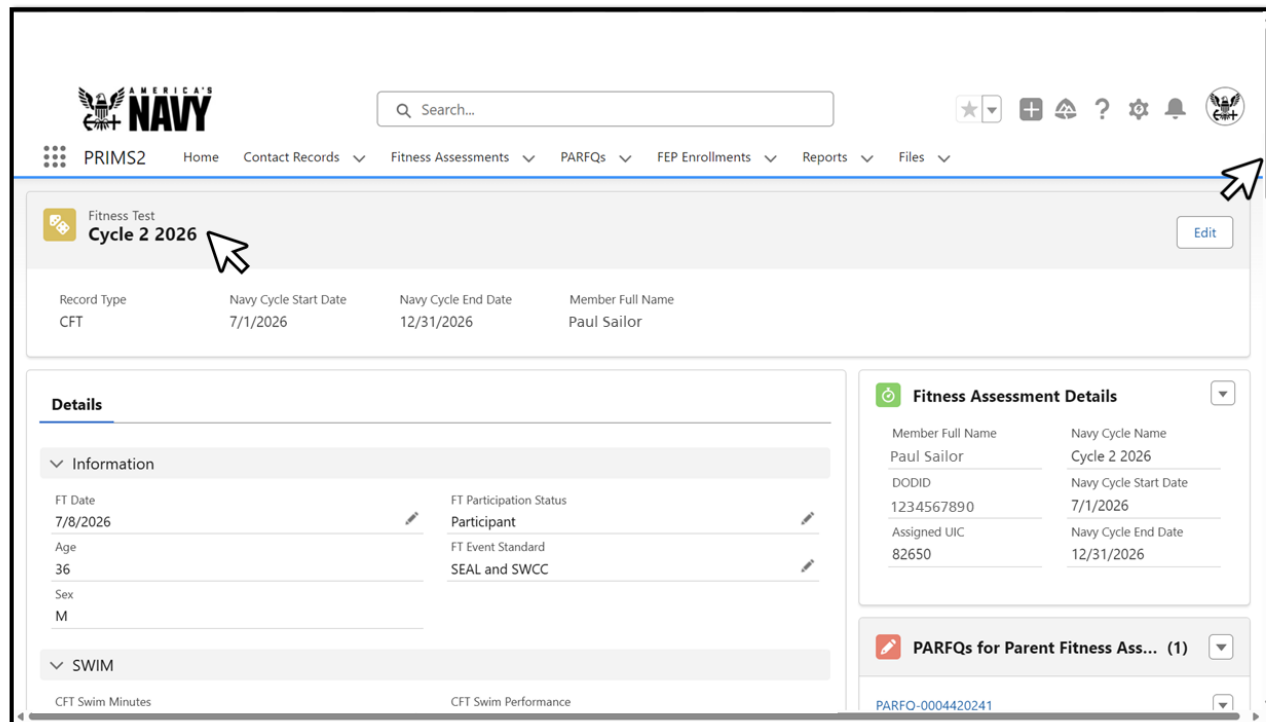
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Fitness Test Cycle 2 2026 [Edit](#)

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
CFT	7/1/2026	12/31/2026	Paul Sailor

Details

Information

FT Date	7/8/2026	FT Participation Status	Participant
Age	36	FT Event Standard	SEAL and SWCC
Sex	M		

SWIM

CFT Swim Minutes

CFT Swim Performance

Fitness Assessment Details

Member Full Name	Paul Sailor	Navy Cycle Name	Cycle 2 2026
DODID	1234567890	Navy Cycle Start Date	7/1/2026
Assigned UIC	82650	Navy Cycle End Date	12/31/2026

PARFQs for Parent Fitness Ass... (1)

PARFO-0004420241

Step 5 of 6: From the **Fitness Test** page, scroll to view **Fitness Test** event details.

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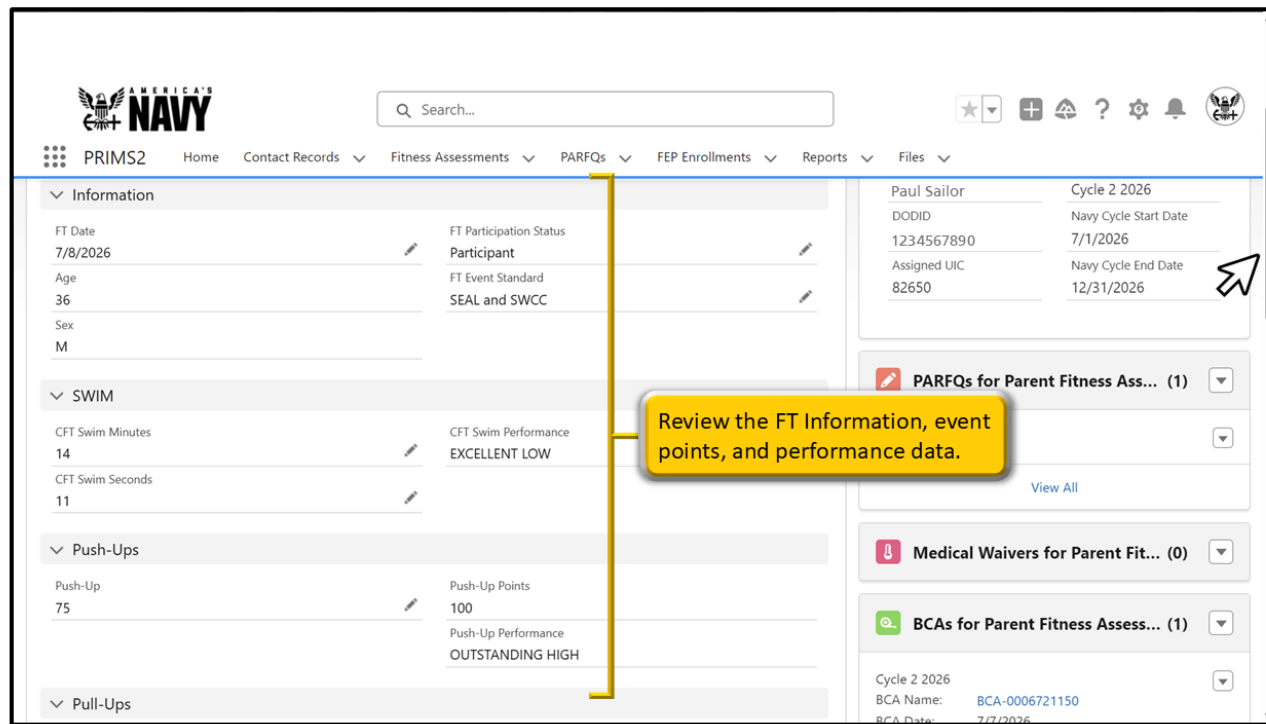
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Information

FT Date 7/8/2026	FT Participation Status Participant
Age 36	FT Event Standard SEAL and SWCC
Sex M	

SWIM

CFT Swim Minutes 14	CFT Swim Performance EXCELLENT LOW
CFT Swim Seconds 11	

Push-Ups

Push-Up 75	Push-Up Points 100
	Push-Up Performance OUTSTANDING HIGH

Pull-Ups

Paul Sailor Cycle 2 2026

DODID 1234567890 Navy Cycle Start Date 7/1/2026

Assigned UIC 82650 Navy Cycle End Date 12/31/2026

PARFQs for Parent Fitness Ass... (1)

Medical Waivers for Parent Fit... (0)

BCAs for Parent Fitness Assess... (1)

Cycle 2 2026
BCA Name: BCA-0006721150
BCA Date: 7/7/2026

Step 6 of 6: View the Information and Event details. Scroll to view additional details.

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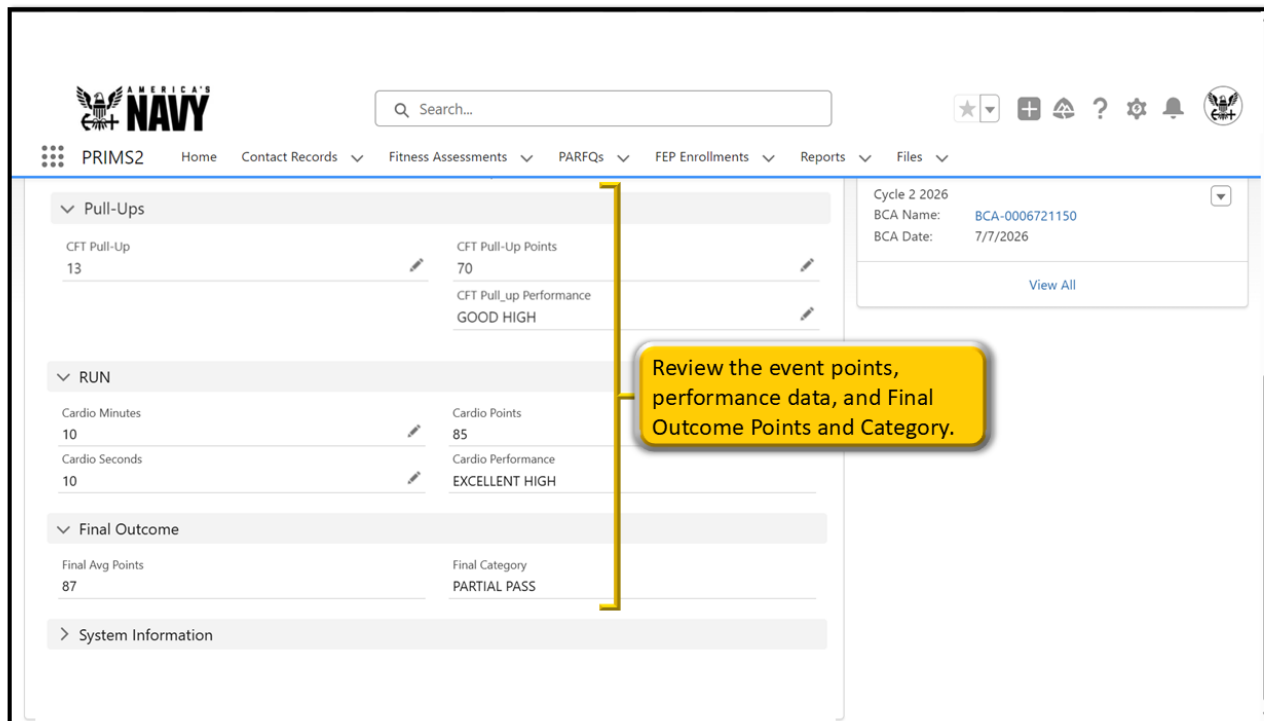
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AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Search...

Pull-Ups

CFT Pull-Up	CFT Pull-Up Points
13	70
	CFT Pull-Up Performance
	GOOD HIGH

RUN

Cardio Minutes	Cardio Points
10	85
Cardio Seconds	Cardio Performance
10	EXCELLENT HIGH

Final Outcome

Final Avg Points	Final Category
87	PARTIAL PASS

> System Information

Cycle 2 2026
BCA Name: BCA-0006721150
BCA Date: 7/7/2026
[View All](#)

Review the event points, performance data, and Final Outcome Points and Category.



View the Final Outcome details.

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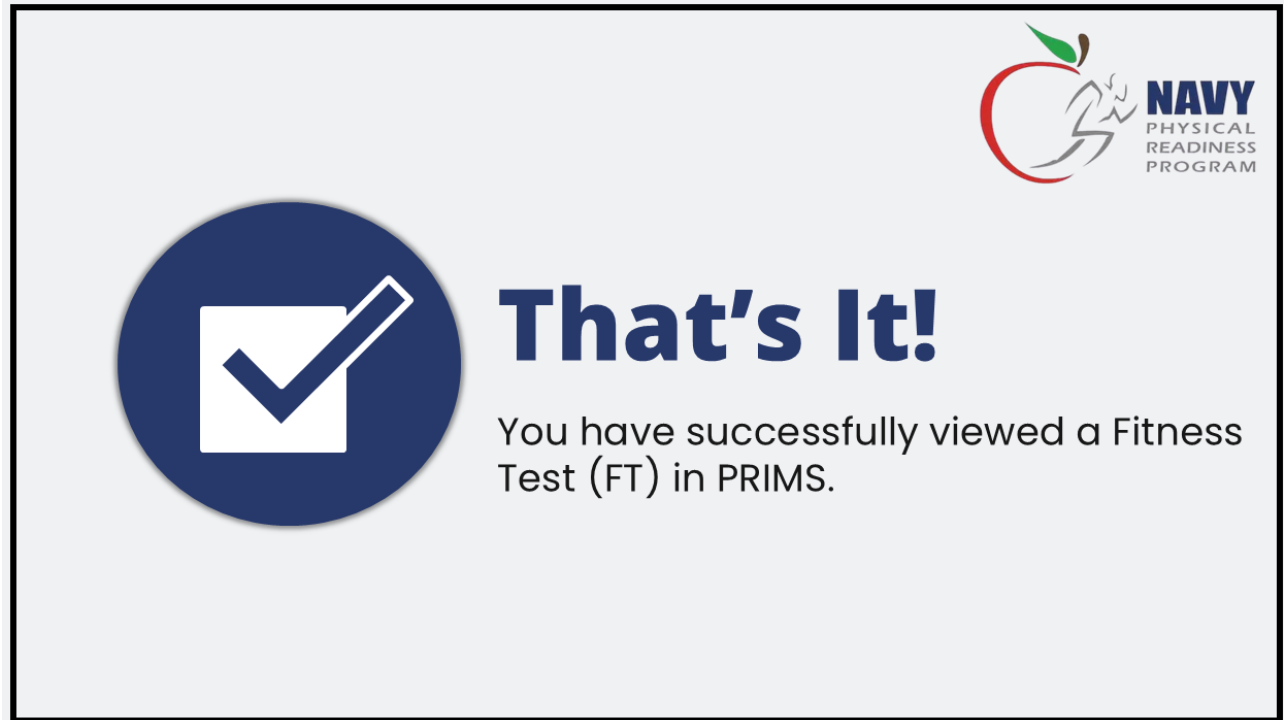
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Continue to How to Create a CFT



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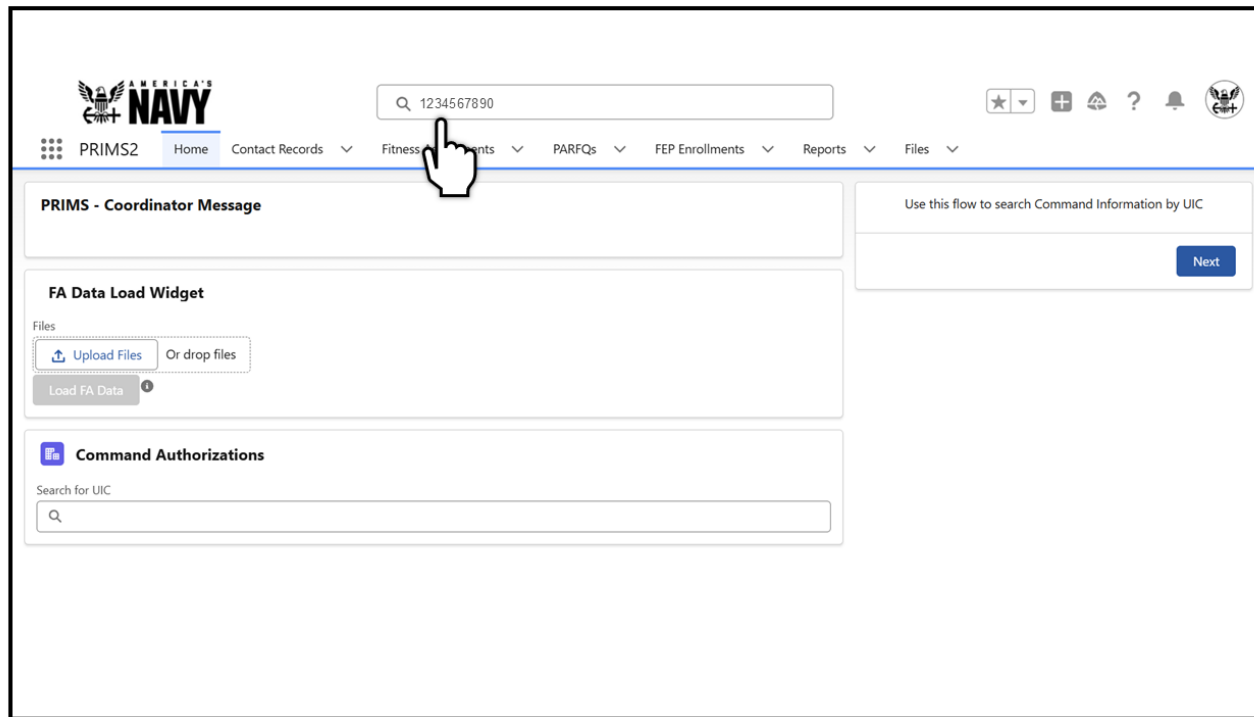
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Step 1 of 11: In the **Search** field, type the **DODID**, then press the **Enter** key.



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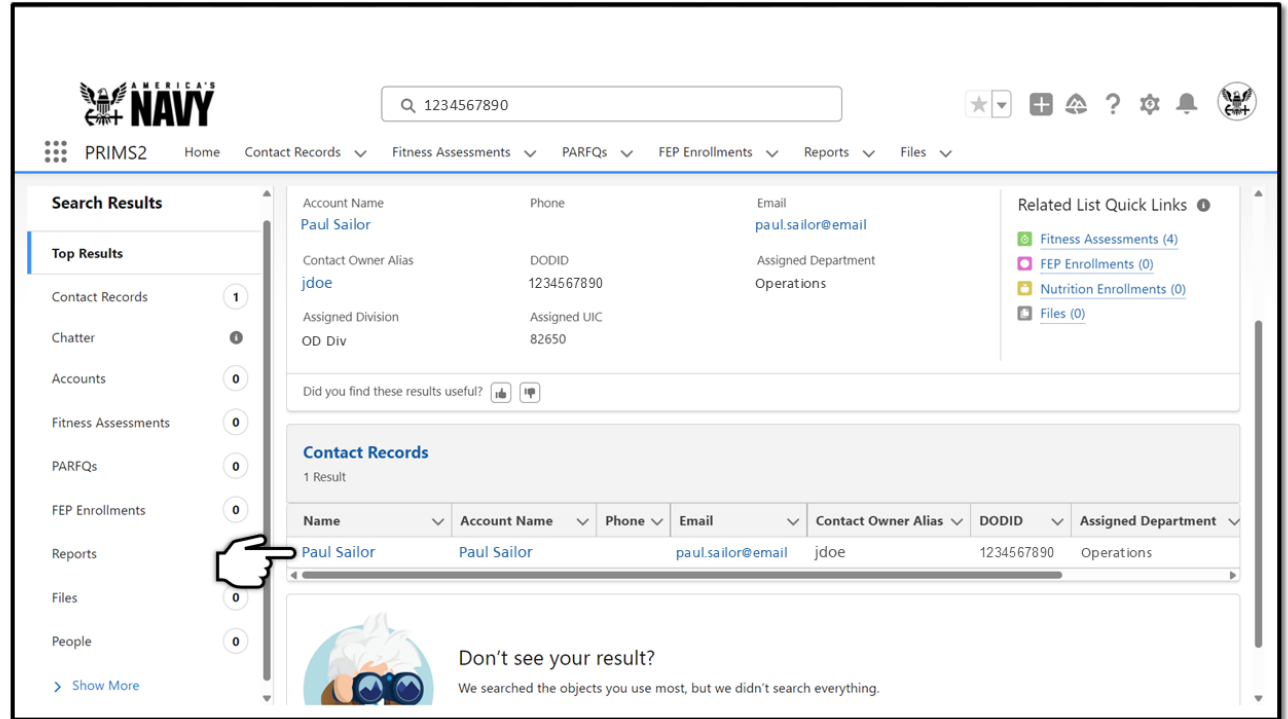
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Step 2 of 11: On the **Contact Records** tile, select the Sailor's **Name**.



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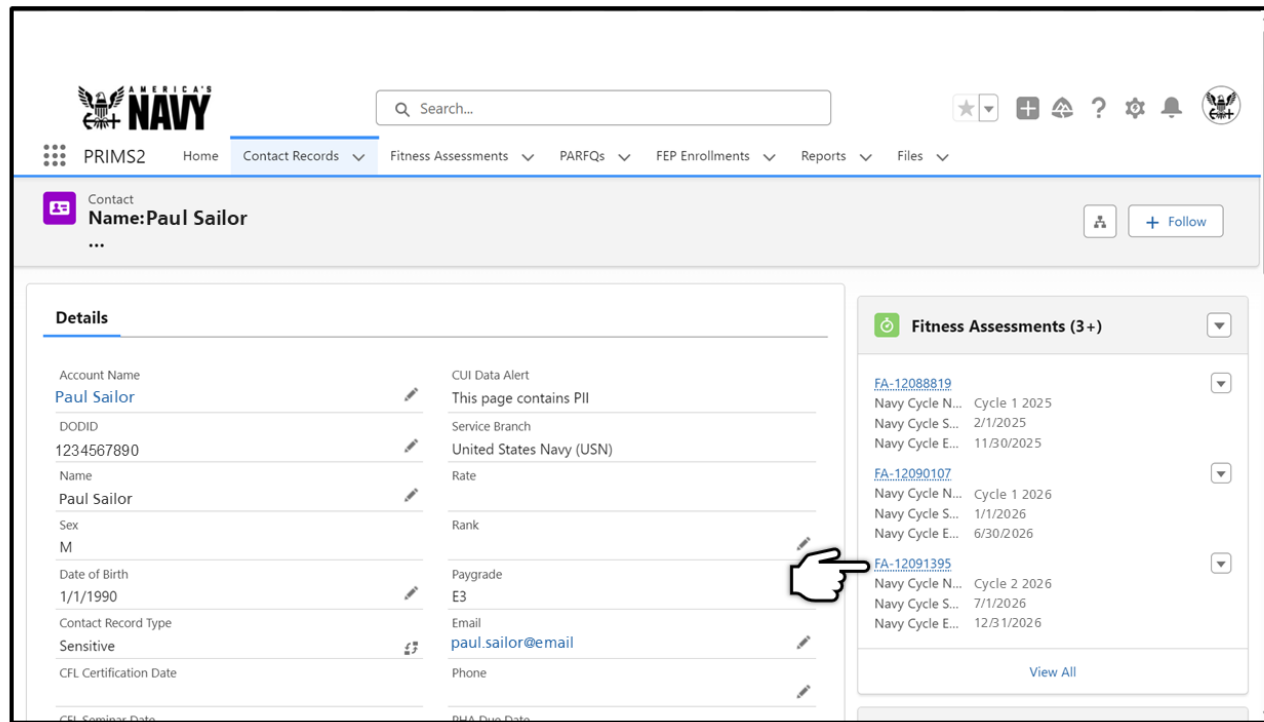
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Details

Account Name	Paul Sailor	CUI Data Alert	This page contains PII
DODID	1234567890	Service Branch	United States Navy (USN)
Name	Paul Sailor	Rate	
Sex	M	Rank	
Date of Birth	1/1/1990	Paygrade	E3
Contact Record Type	Sensitive	Email	paul.sailor@email
CFL Certification Date		Phone	

Fitness Assessments (3+)

- [FA-12088819](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12090107](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12091395](#)
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

[View All](#)

Step 3 of 11: Select the current **Fitness Assessment**.



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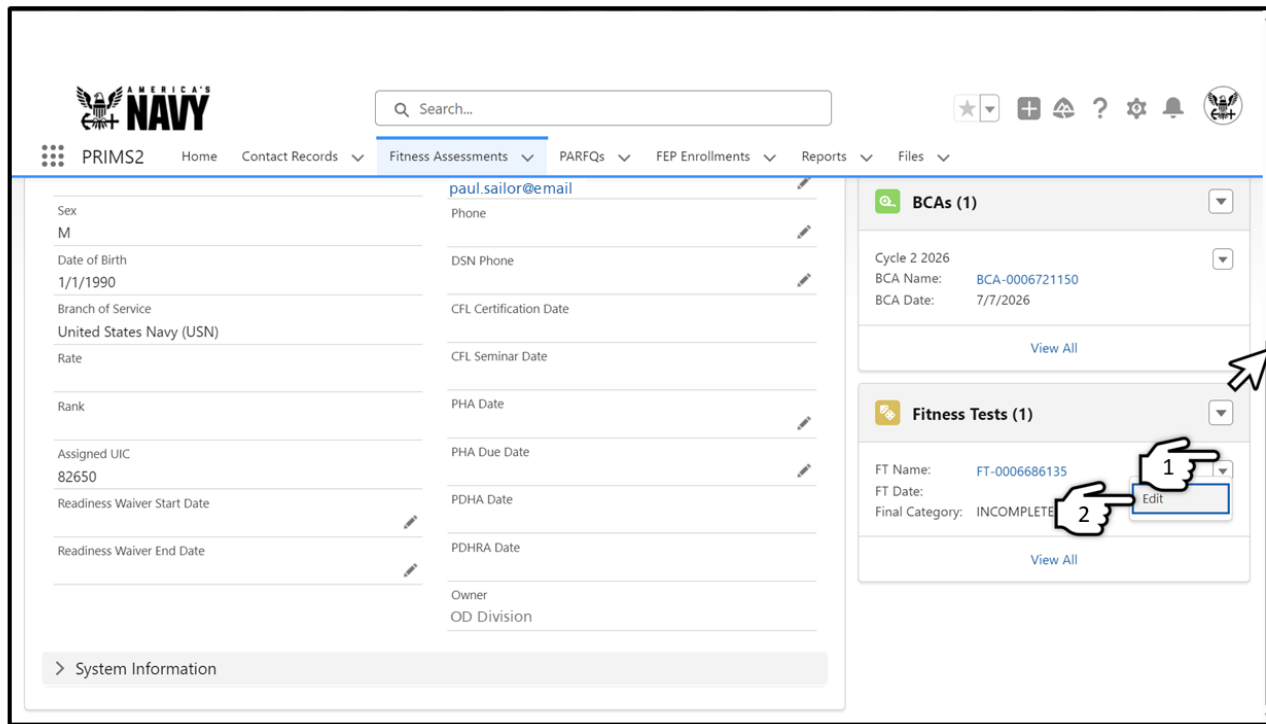
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The screenshot shows the NAVY Physical Readiness Program interface. The user profile for paul.sailor@email is displayed on the left. The right sidebar shows the 'Fitness Assessments' section, which includes a list of 'BCAs (1)' and 'Fitness Tests (1)'. The 'Fitness Tests (1)' section shows a test with the name 'FT-0006686135' and a status of 'INCOMPLETE'. A hand icon with the number '1' points to the 'FT Name' drop-down list, and a hand icon with the number '2' points to the 'Edit' button next to it.

Step 4 of 11: Select the **FT Name** drop-down list, then select **Edit**.

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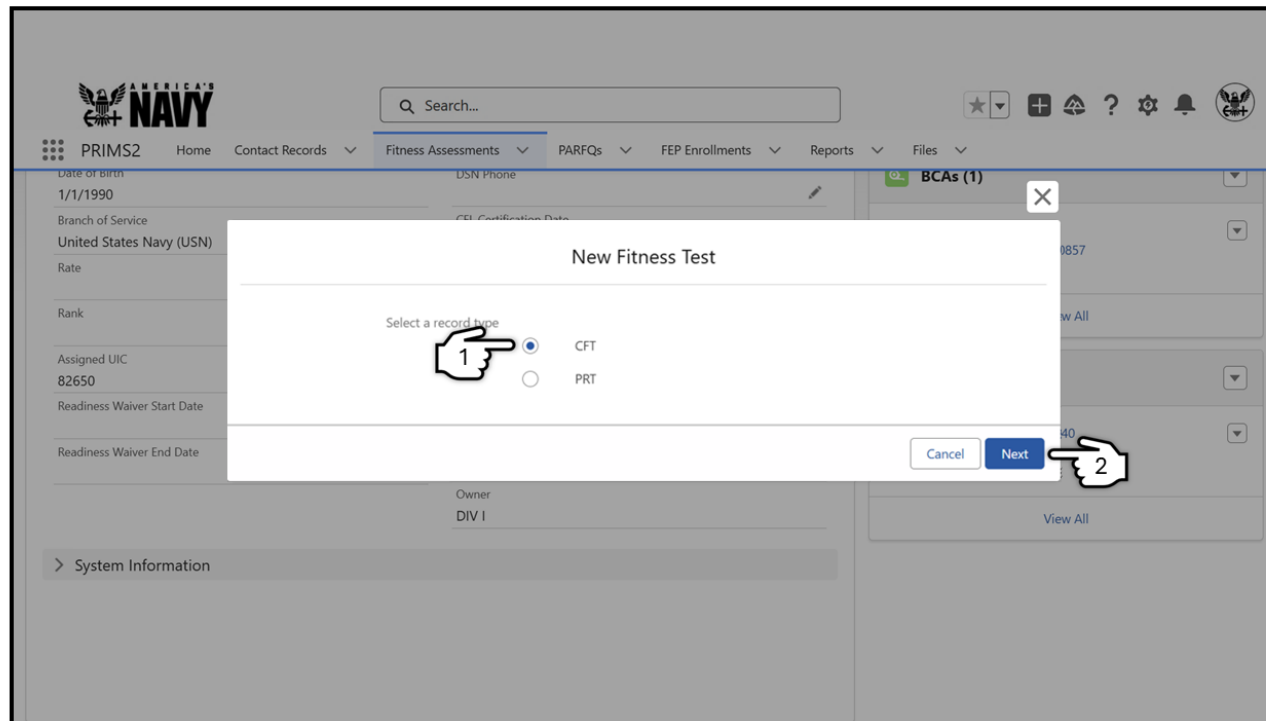
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 5 of 11: Select the **CFT** radio button, then select **Save**.



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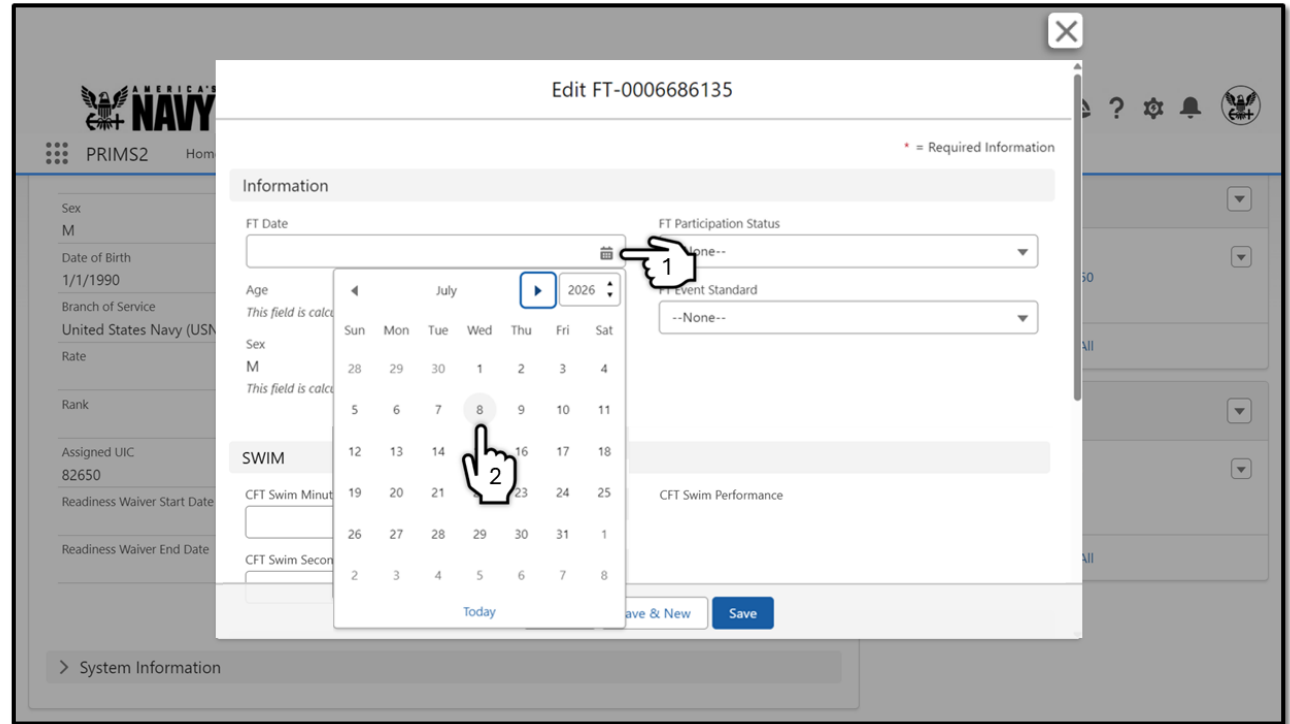
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Step 6 of 11: To enter the Fitness Test date, select the **Ft Date Calendar** icon, then select the **Date**.

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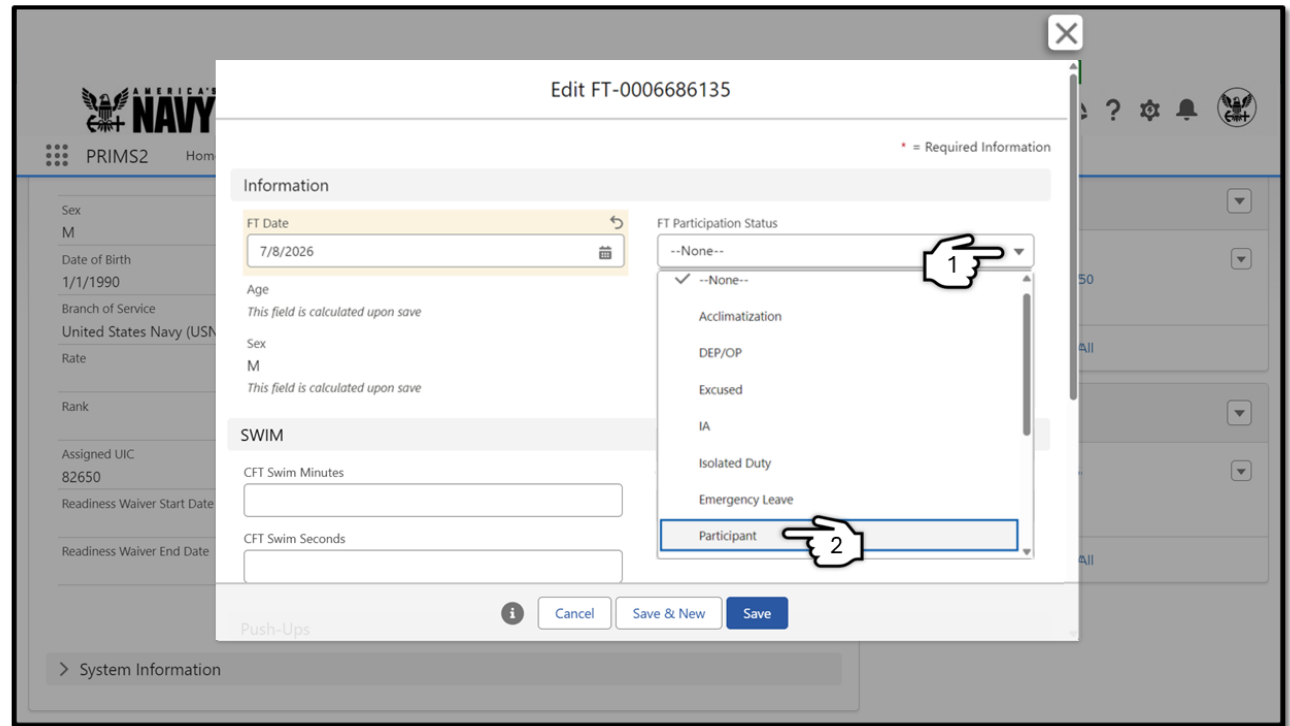
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Step 7 of 11: Select the **PRT Participation Status** drop-down list and select the **Status**.

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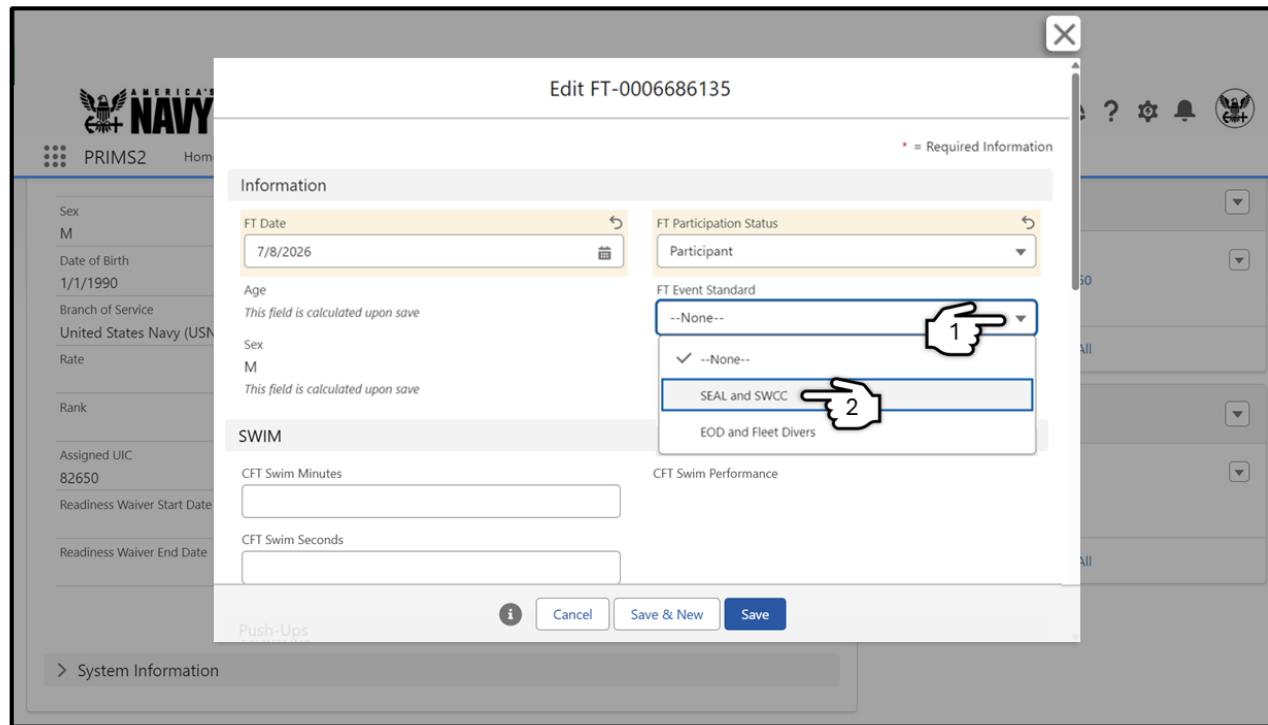
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Step 8 of 11: Select the **FT Event Standard** drop-down list and select the applicable **Standard**.



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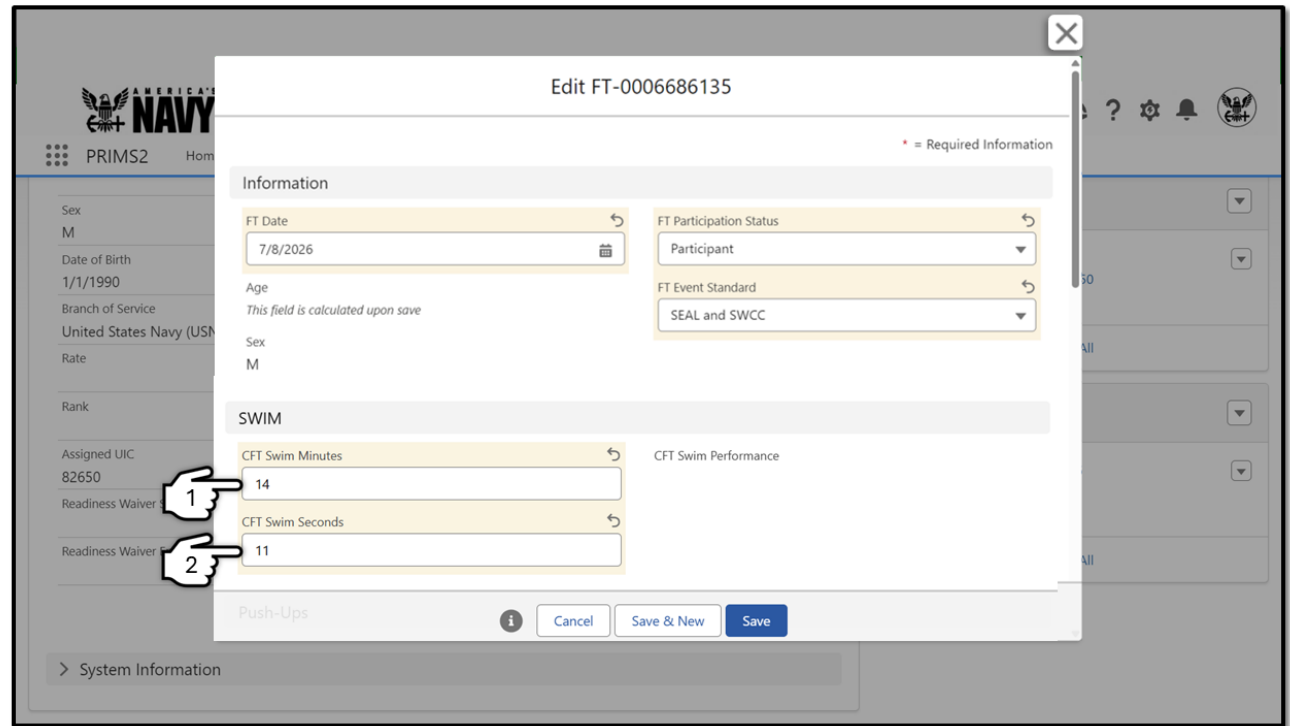
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Step 9 of 11: In the **CFT Swim Minutes** and **CFT Swim Seconds** fields, type the swim minutes and seconds. Then scroll to view the **Push-Up, Pull-Up, and Run** event data fields.



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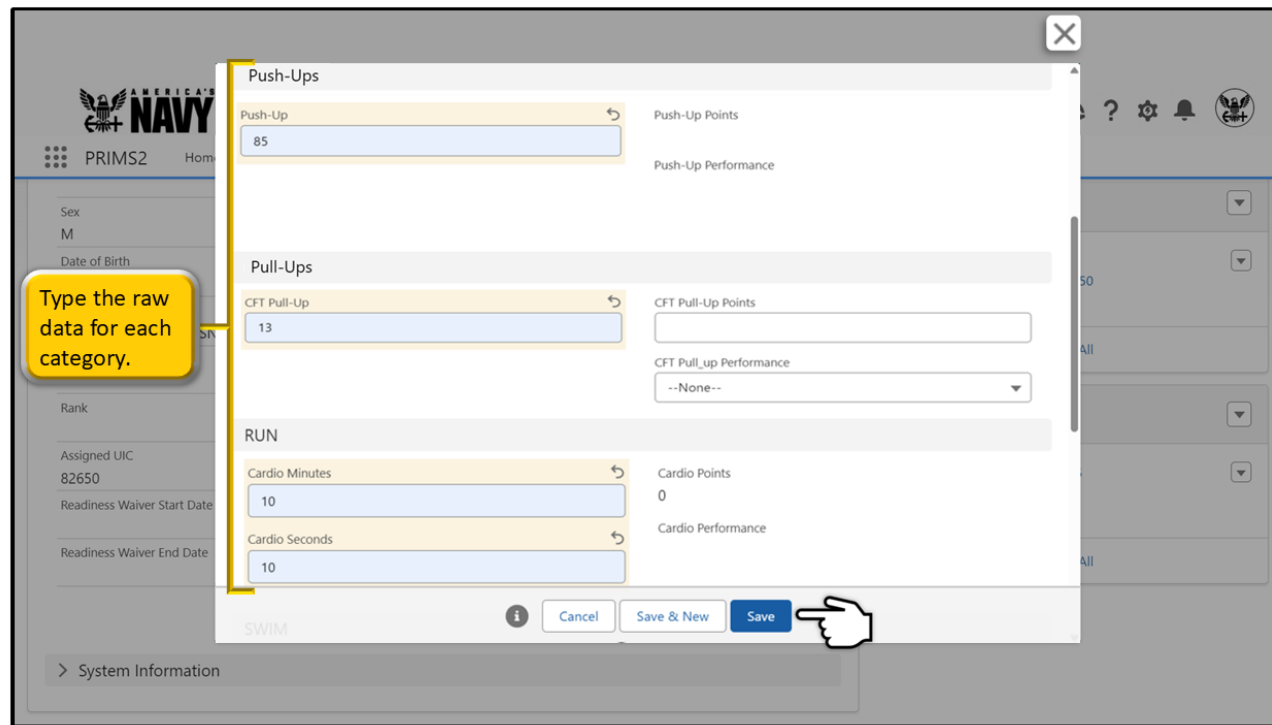
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Quick Steps



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The screenshot shows a web application interface for creating a CFT. A modal window is open with the title 'Push-Ups'. It contains three sections: 'Push-Ups', 'Pull-Ups', and 'RUN'. Each section has input fields for raw data and corresponding points/performance. A yellow box highlights the input fields with the text 'Type the raw data for each category.' A hand icon points to the 'Save' button at the bottom right of the modal.

Category	Raw Data Field	Points/Performance Field
Push-Ups	Push-Up (85)	Push-Up Points / Push-Up Performance
Pull-Ups	CFT Pull-Up (13)	CFT Pull-Up Points / CFT Pull-up Performance
RUN	Cardio Minutes (10) / Cardio Seconds (10)	Cardio Points (0) / Cardio Performance

Step 10 of 11: In the **Push-Ups**, **CFT Pull-Ups**, and **Cardio Minutes** and **Seconds** fields, type the performed values, then select **Save**.



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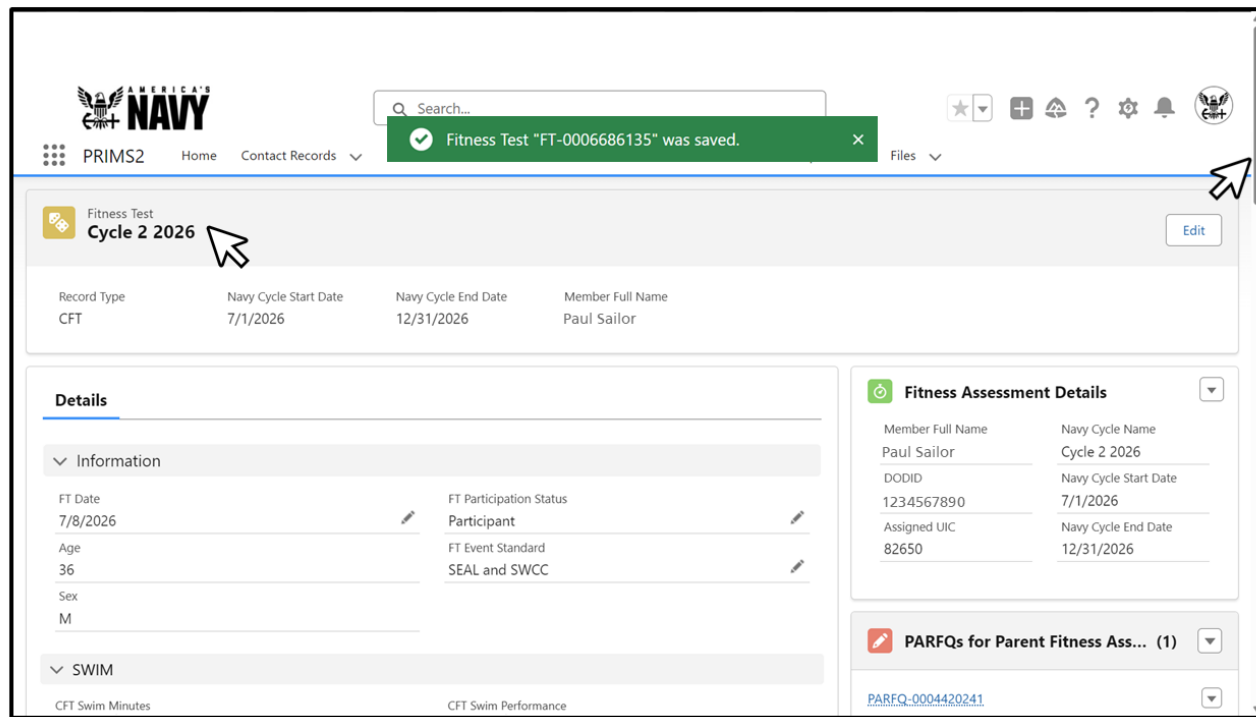
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the Navy Physical Readiness Program interface. At the top, there is a search bar and a navigation menu with options like PRIMS2, Home, and Contact Records. A green banner at the top indicates "Fitness Test 'FT-0006686135' was saved." Below this, a table displays the fitness test details for "Cycle 2 2026". The table has columns for Record Type, Navy Cycle Start Date, Navy Cycle End Date, and Member Full Name. The details show a CFT record for Paul Sailor, starting on 7/1/2026 and ending on 12/31/2026. Below the table, there are sections for "Details" and "Fitness Assessment Details". The "Details" section includes information about the FT Date (7/8/2026), FT Participation Status (Participant), Age (36), Sex (M), and FT Event Standard (SEAL and SWCC). The "Fitness Assessment Details" section includes Member Full Name (Paul Sailor), Navy Cycle Name (Cycle 2 2026), DODID (1234567890), Navy Cycle Start Date (7/1/2026), Assigned UIC (82650), and Navy Cycle End Date (12/31/2026). At the bottom, there is a section for "PARFQs for Parent Fitness Ass..." with a dropdown menu showing "PARFQ-0004420241".

Step 11 of 11: A banner displays indicating the Fitness Test saved. Scroll to view the FT details.



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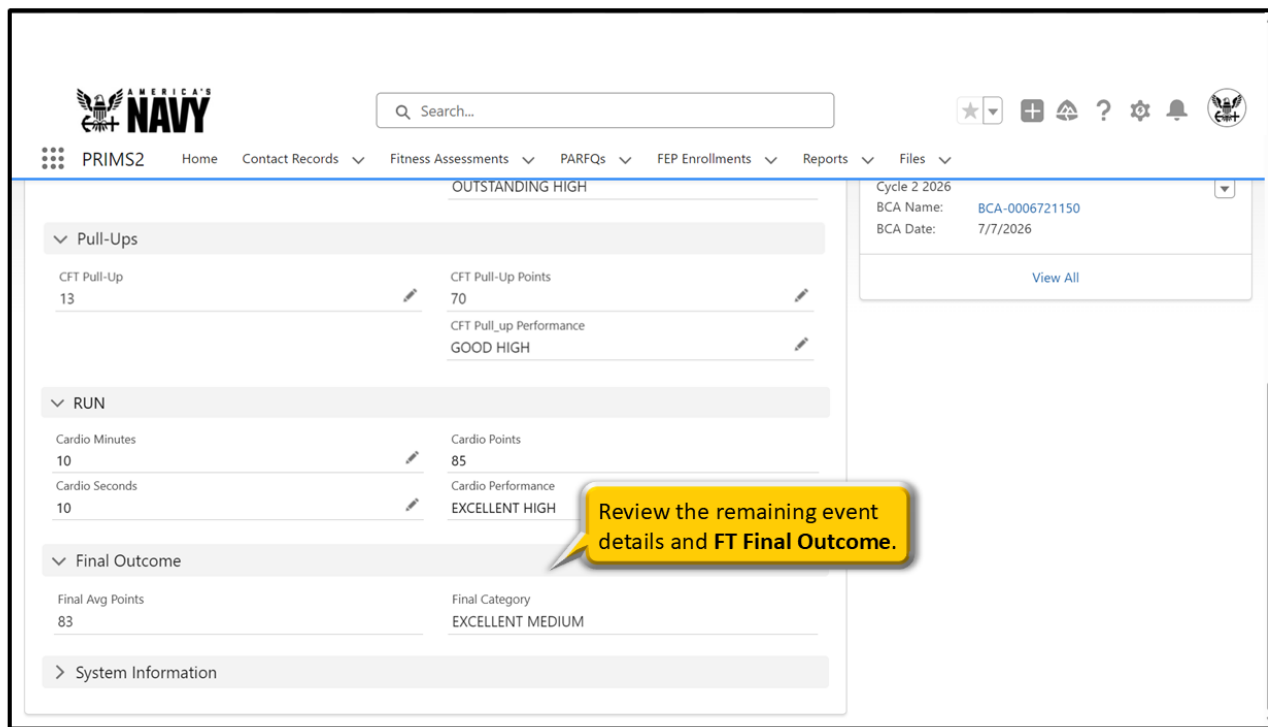
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AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

OUTSTANDING HIGH

Cycle 2 2026
BCA Name: BCA-0006721150
BCA Date: 7/7/2026
[View All](#)

Pull-Ups

CFT Pull-Up 13	CFT Pull-Up Points 70
	CFT Pull-up Performance GOOD HIGH

RUN

Cardio Minutes 10	Cardio Points 85
Cardio Seconds 10	Cardio Performance EXCELLENT HIGH

Final Outcome

Final Avg Points 83	Final Category EXCELLENT MEDIUM
------------------------	------------------------------------

> System Information

Review the remaining event details and FT Final Outcome.

Review the additional event performed values and Final Outcome.

How To Create a CFT

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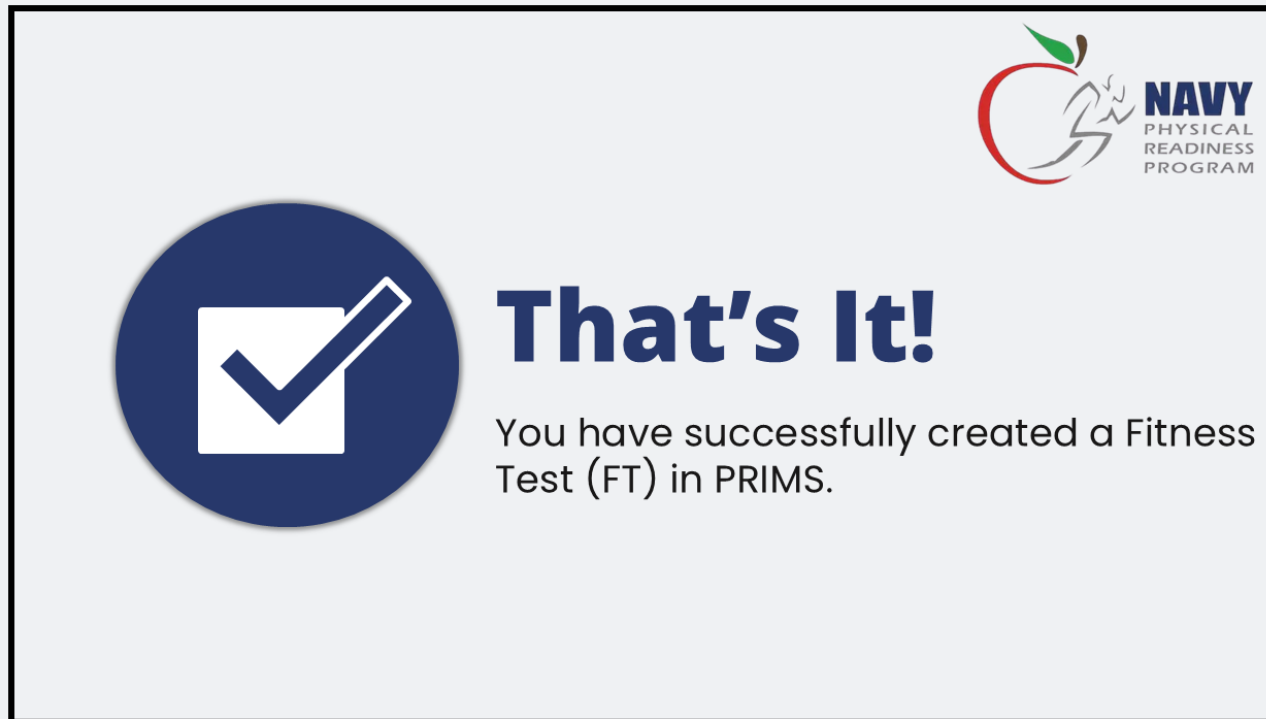
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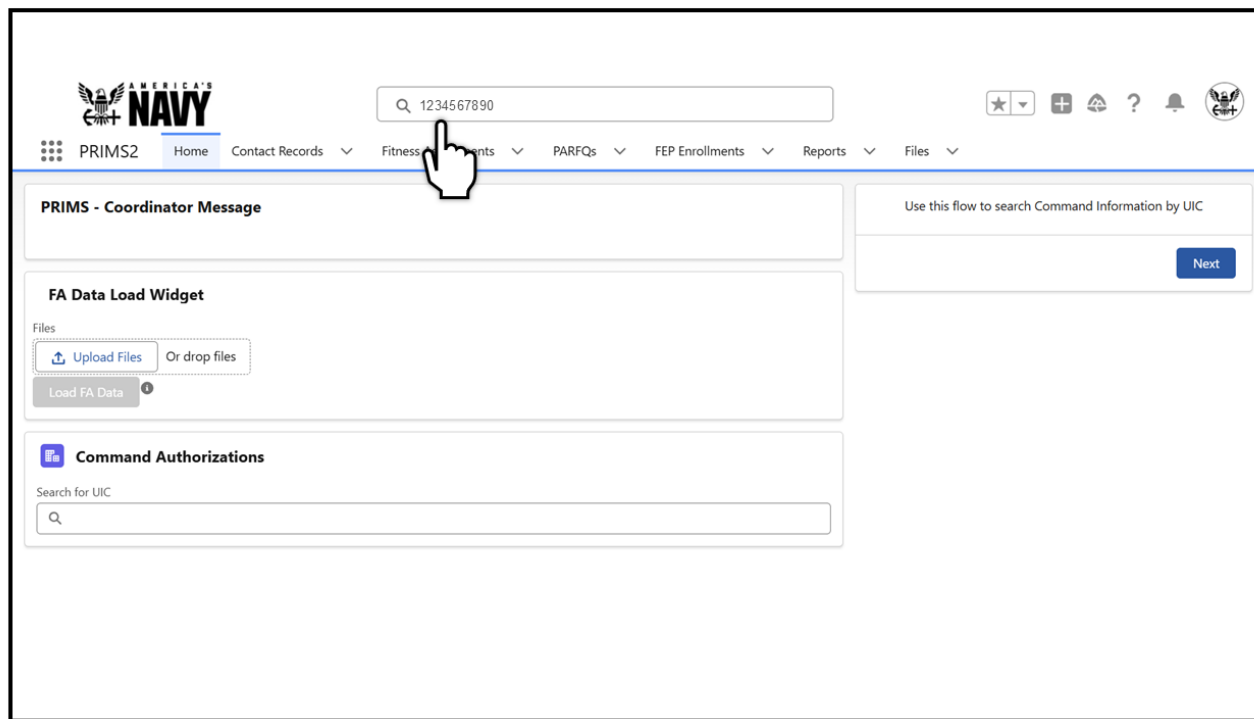
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The screenshot shows the PRIMS2 interface. At the top, there is a search bar with the text "1234567890" and a magnifying glass icon. Below the search bar is a navigation menu with the following items: PRIMS2, Home, Contact Records, Fitness, PARFQs, FEP Enrollments, Reports, and Files. A hand cursor is pointing at the search bar. Below the navigation menu, there is a section titled "PRIMS - Coordinator Message". To the right of this section is a box with the text "Use this flow to search Command Information by UIC" and a "Next" button. Below the "PRIMS - Coordinator Message" section is a "FA Data Load Widget" with a "Files" section containing "Upload Files" and "Or drop files" buttons, and a "Load FA Data" button. Below the "FA Data Load Widget" is a "Command Authorizations" section with a "Search for UIC" field and a magnifying glass icon. The interface is framed by a blue border with navigation arrows on the left and right sides.



Step 1 of 10: In the **Search** field, type the **DODID**, then press the **Enter** key.



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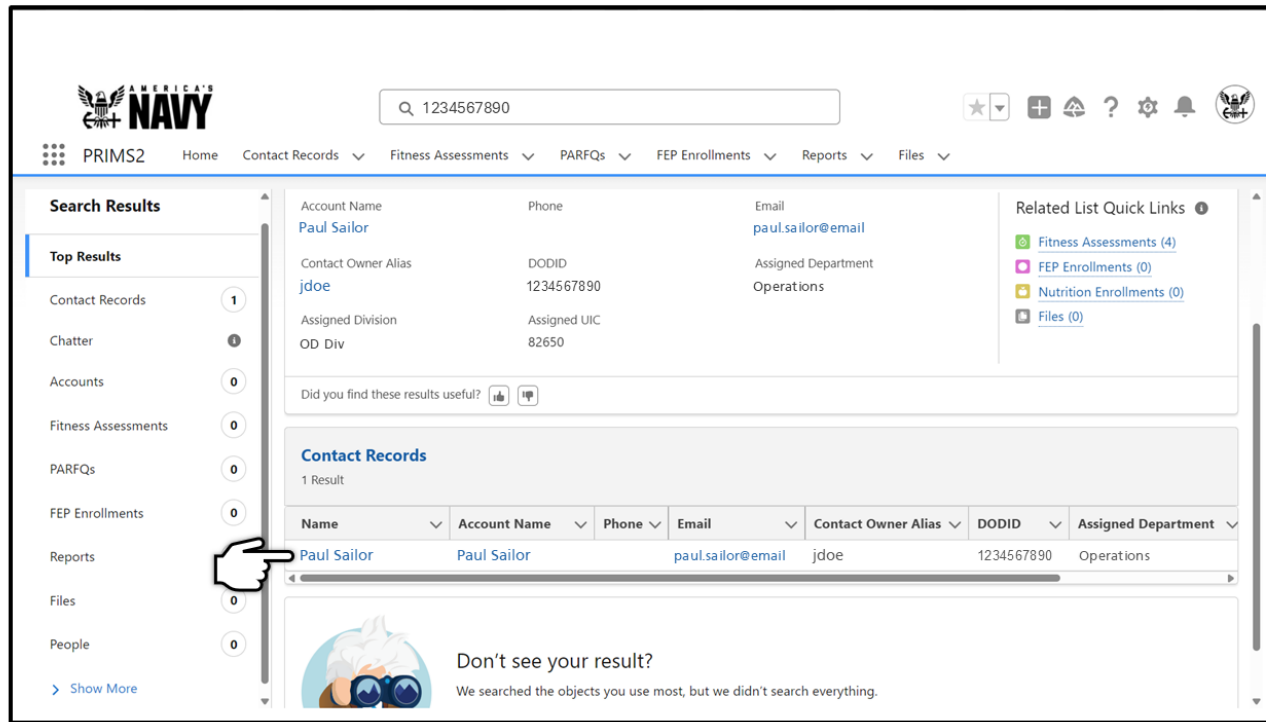
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Step 2 of 10: On the **Contact Records** tile, select the Sailor's **Name**.



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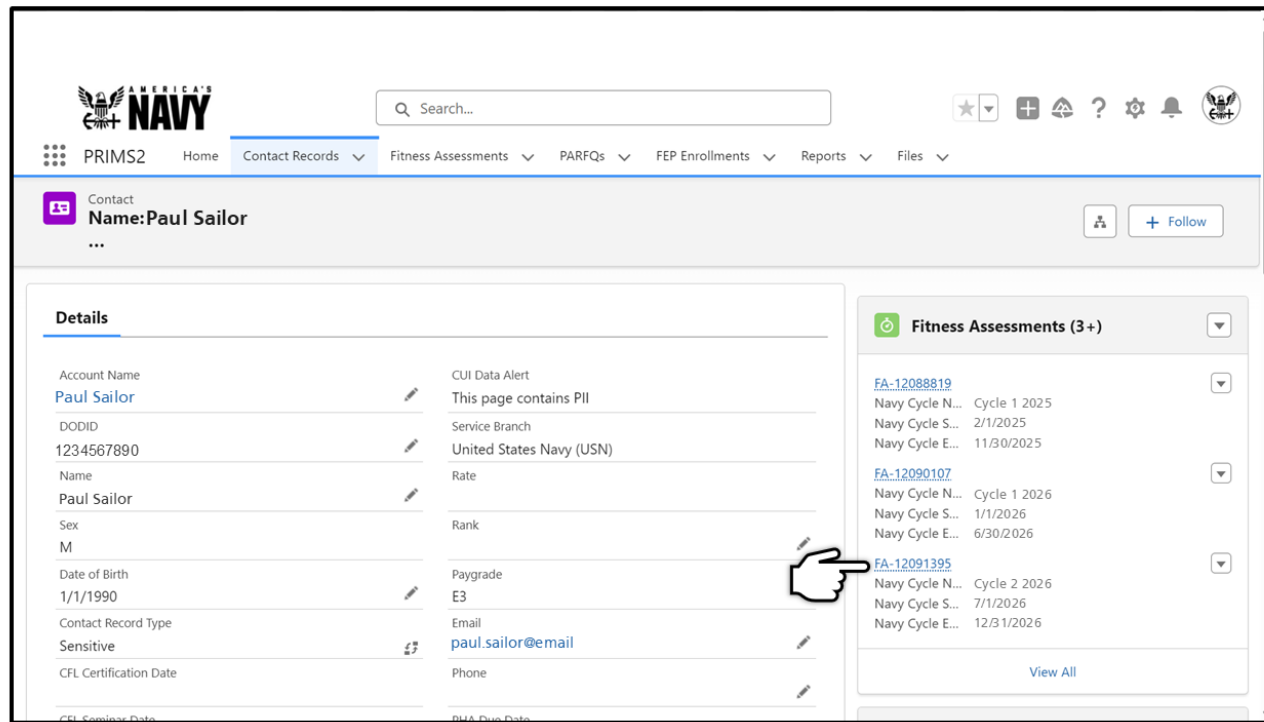
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Step 3 of 10: Select the current **Fitness Assessment**.



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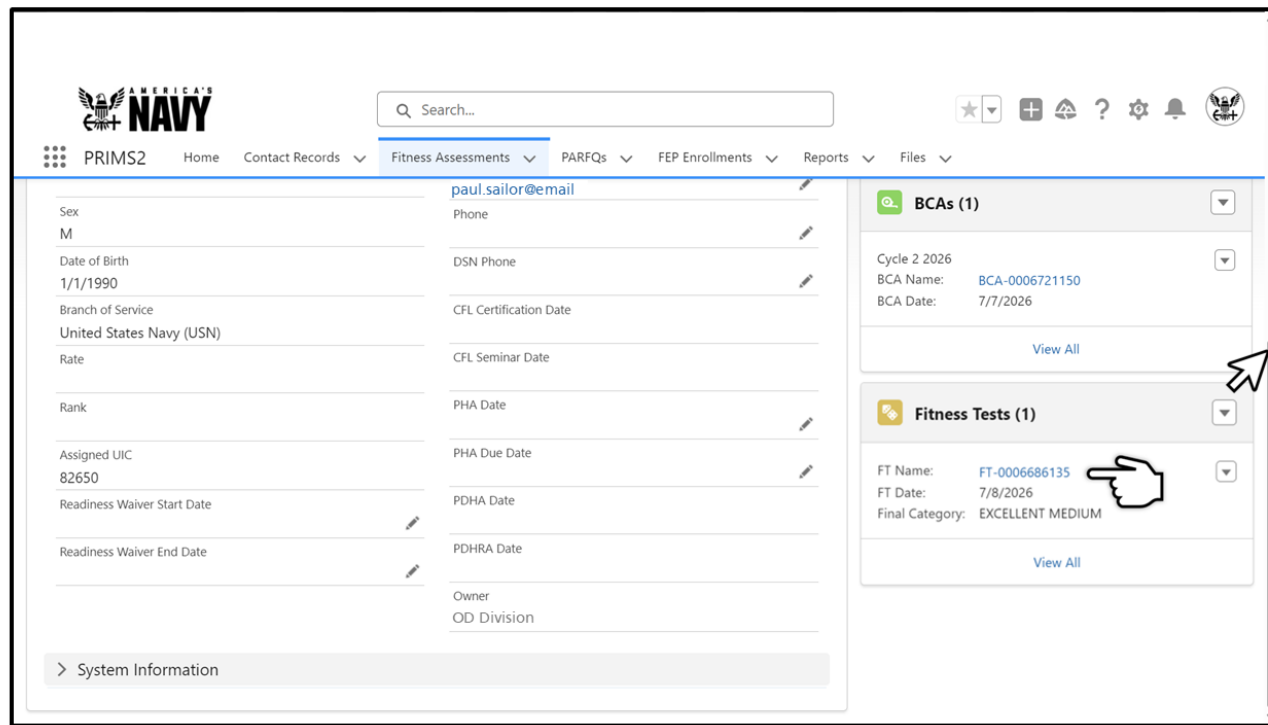
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the Navy Physical Readiness Program interface. The top navigation bar includes the Navy logo, a search bar, and various icons. The main content area is divided into two columns. The left column displays a user profile for 'paul.sailor@email' with fields for Sex (M), Date of Birth (1/1/1990), Branch of Service (United States Navy (USN)), Rate, Rank, Assigned UIC (82650), Readiness Waiver Start Date, Readiness Waiver End Date, DSN Phone, CFL Certification Date, CFL Seminar Date, PHA Date, PHA Due Date, PDHA Date, PDHRA Date, Owner (OD Division), and System Information. The right column displays 'BCAs (1)' and 'Fitness Tests (1)'. The 'Fitness Tests (1)' section shows a table with columns for FT Name, FT Date, and Final Category. The 'FT Name' column contains the value 'FT-0006686135', which is highlighted with a hand cursor icon, indicating it is a clickable hyperlink. The 'FT Date' column contains the value '7/8/2026', and the 'Final Category' column contains the value 'EXCELLENT MEDIUM'. A 'View All' link is present below the table.

Step 4 of 10: Select the **FT Name** hyperlink.



Overview



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Policy Insights



Learning Targets



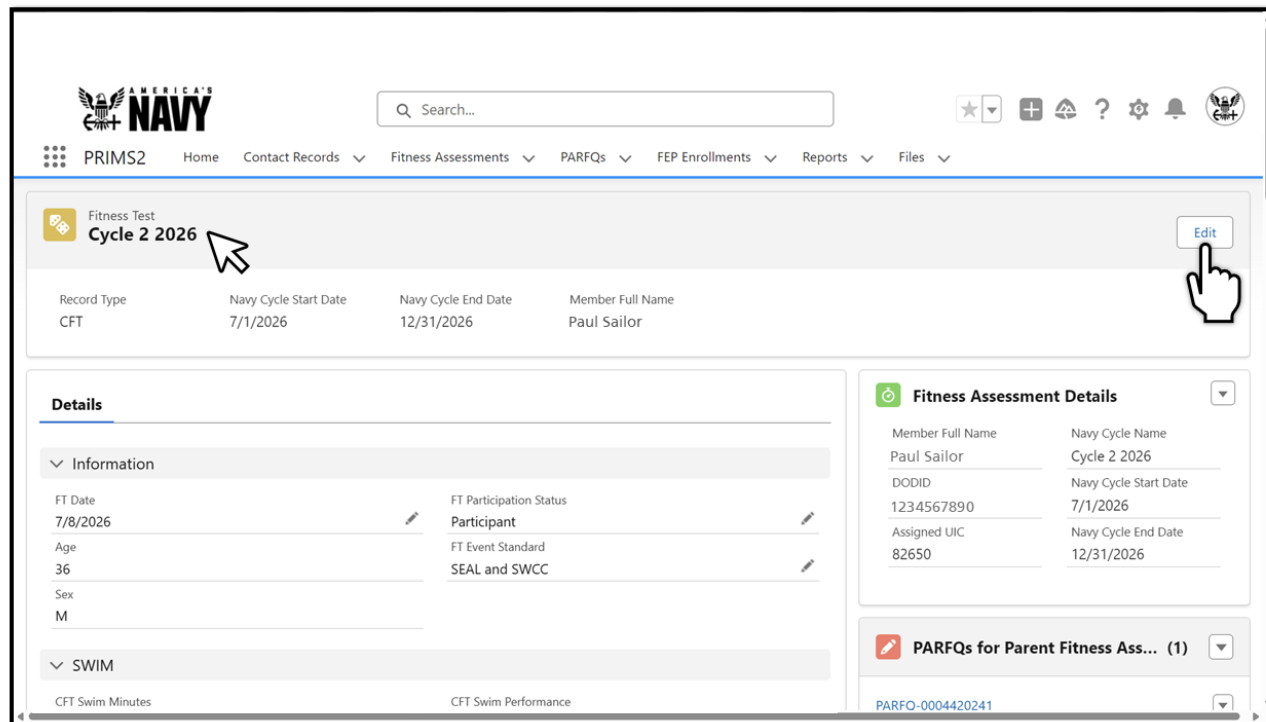
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



Fitness Test Cycle 2 2026 [Edit](#)

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
CFT	7/1/2026	12/31/2026	Paul Sailor

Details

Information

FT Date	7/8/2026	FT Participation Status	Participant
Age	36	FT Event Standard	SEAL and SWCC
Sex	M		

SWIM

CFT Swim Minutes	CFT Swim Performance
------------------	----------------------

Fitness Assessment Details

Member Full Name	Navy Cycle Name
Paul Sailor	Cycle 2 2026
DODID	Navy Cycle Start Date
1234567890	7/1/2026
Assigned UIC	Navy Cycle End Date
82650	12/31/2026

PARFQs for Parent Fitness Ass... (1)

PARFO-0004420241

Step 5 of 10: From the **Fitness Test** page, select **Edit**.

How To Edit a CFT

Step-By-Step Instructions



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Learning Targets



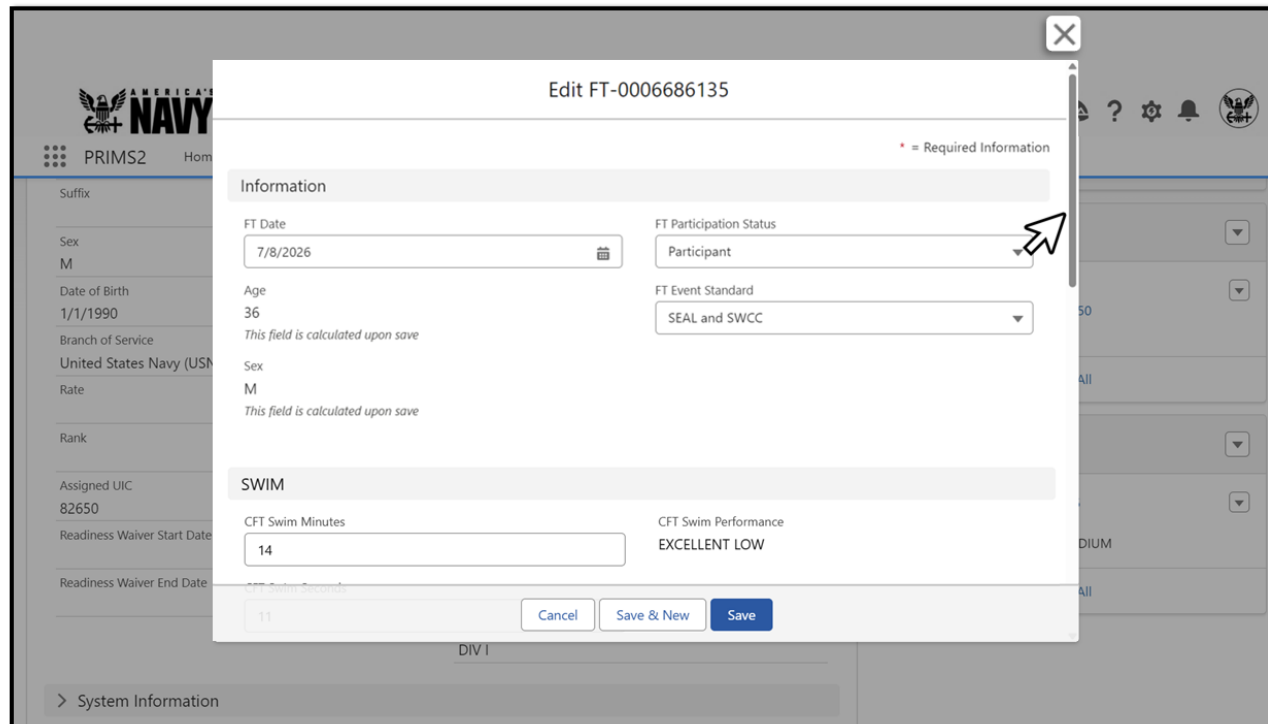
Step-By-Step
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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (···) below the images. *Mobile Users:* Tap the **Dots** (···) below the images.



Step 6 of 10: Scroll to the appropriate field required to edit. For this lesson, edit the **Push-Ups** event.

How To Edit a CFT

Step-By-Step Instructions



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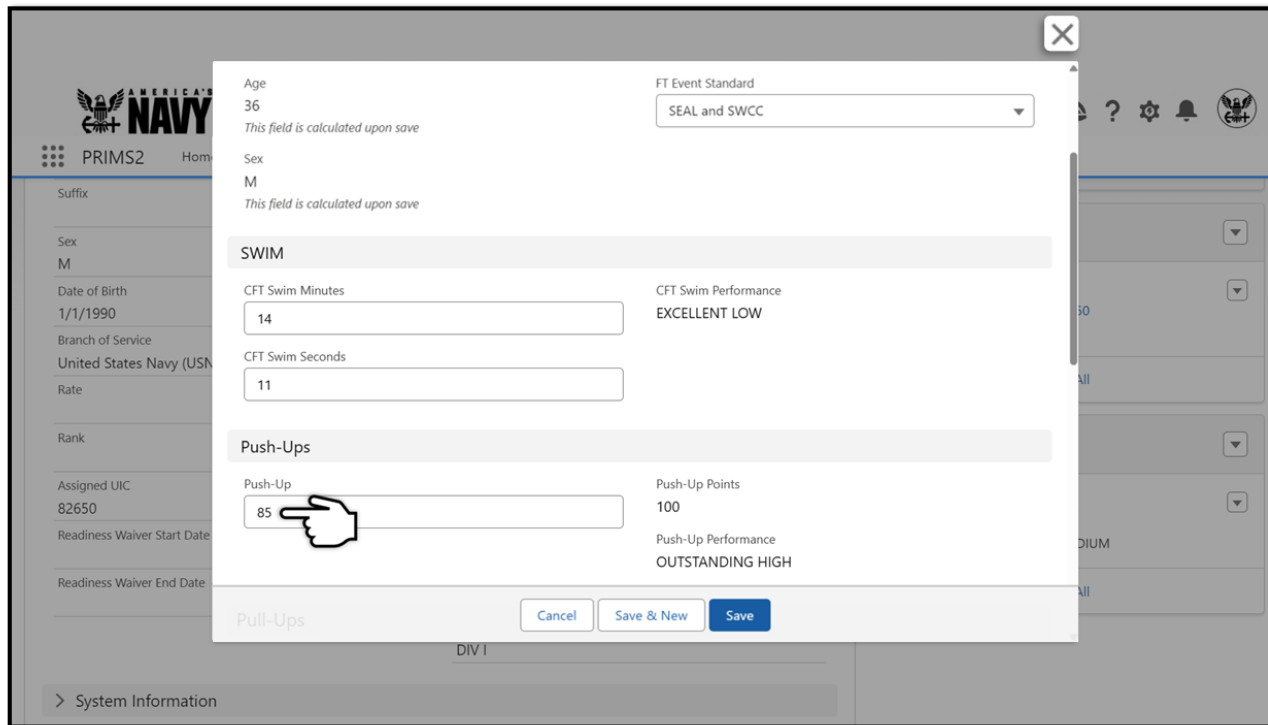
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (···) below the images. *Mobile Users:* Tap the **Dots** (···) below the images.



The screenshot shows a web application interface for editing a CFT. A modal form is open, displaying the following fields and values:

- Age:** 36 (Note: This field is calculated upon save)
- Sex:** M (Note: This field is calculated upon save)
- FT Event Standard:** SEAL and SWCC
- SWIM:**
 - CFT Swim Minutes:** 14
 - CFT Swim Performance:** EXCELLENT LOW
 - CFT Swim Seconds:** 11
- Push-Ups:**
 - Push-Up:** 85 (A hand cursor is pointing at this field)
 - Push-Up Points:** 100
 - Push-Up Performance:** OUTSTANDING HIGH
- Pull-Ups:** (Field is visible but empty)

At the bottom of the modal, there are three buttons: "Cancel", "Save & New", and "Save".



Step 7 of 10: Select the **Push-Ups** field.

How To Edit a CFT

Step-By-Step Instructions



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Learning Targets



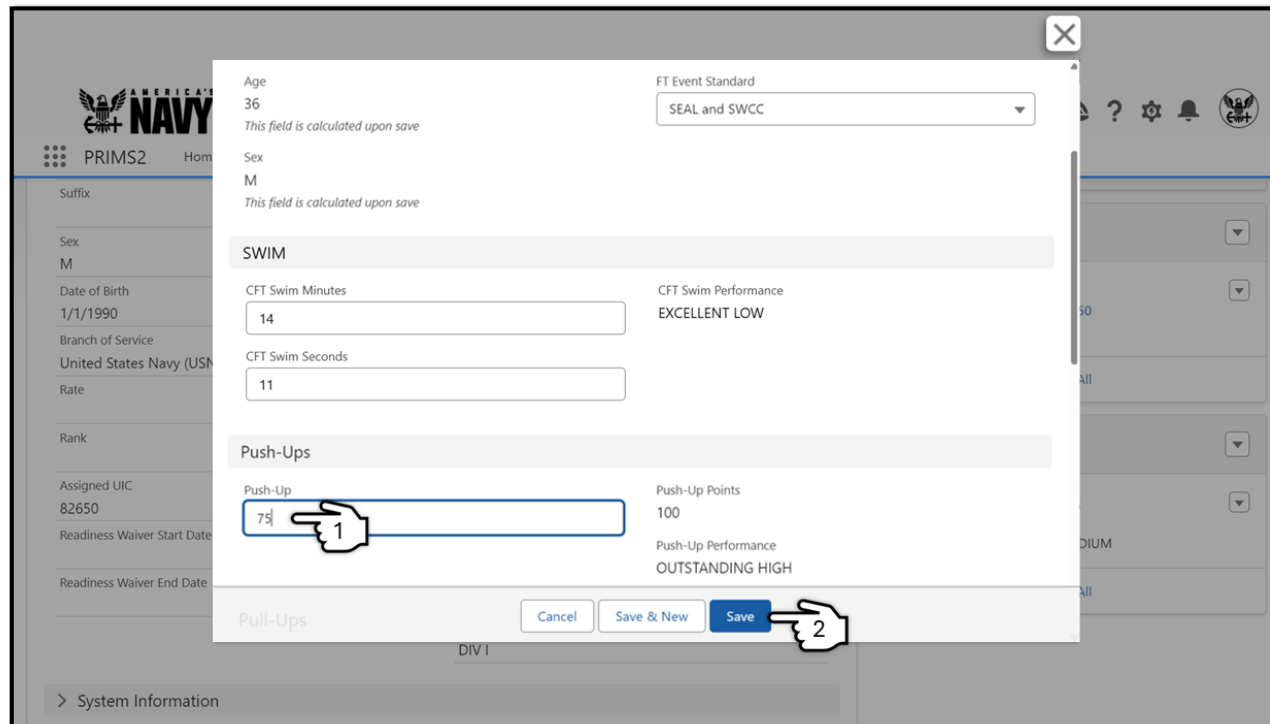
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (···) below the images. *Mobile Users:* Tap the **Dots** (···) below the images.



The screenshot shows a web application interface for editing a CFT (Current Fitness Test) record. A modal form is open, displaying the following fields:

- Age:** 36 (Note: This field is calculated upon save)
- Sex:** M (Note: This field is calculated upon save)
- FT Event Standard:** SEAL and SWCC (dropdown menu)
- SWIM Section:**
 - CFT Swim Minutes:** 14
 - CFT Swim Performance:** EXCELLENT LOW
 - CFT Swim Seconds:** 11
- Push-Ups Section:**
 - Push-Up:** 75 (A hand icon with the number 1 points to this field)
 - Push-Up Points:** 100
 - Push-Up Performance:** OUTSTANDING HIGH
- Pull-Ups:** (Field is partially visible)

At the bottom of the modal, there are three buttons: "Cancel", "Save & New", and "Save". A hand icon with the number 2 points to the "Save" button.

Step 8 of 10: Type the correct **Performed value**, then select **Save**.



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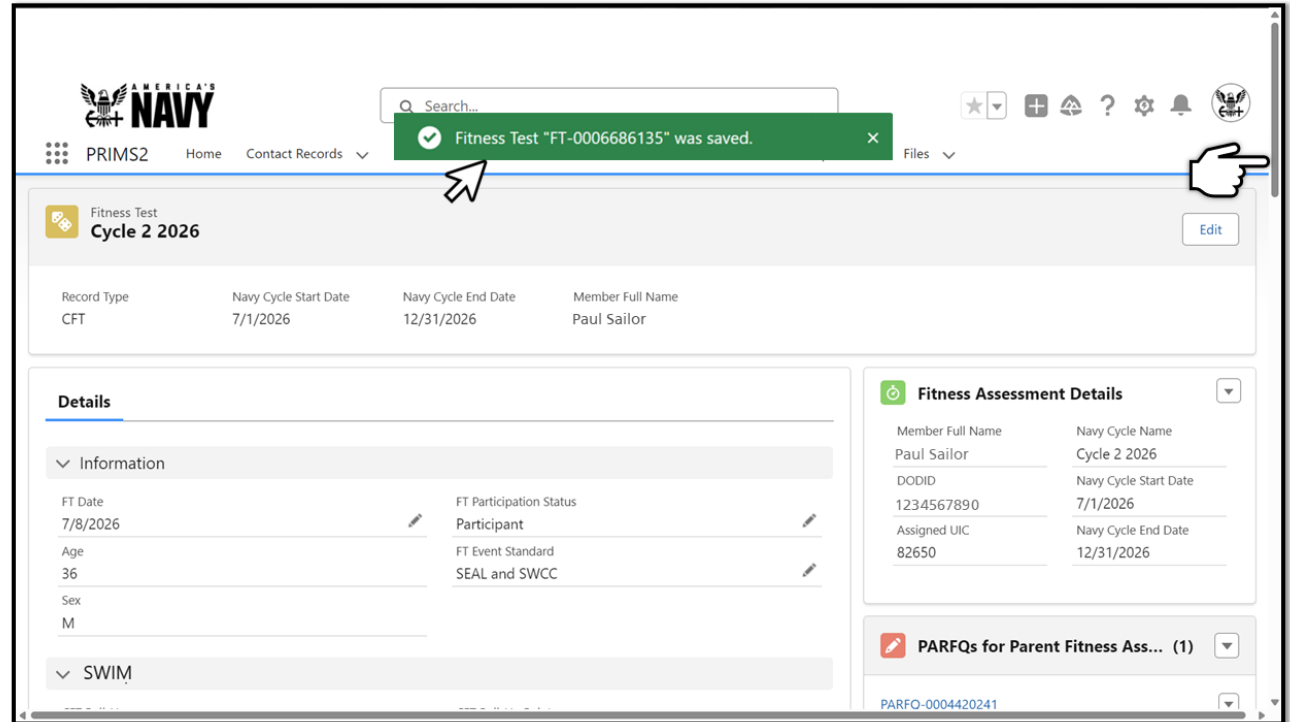
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

Search...

PRIMS2 Home Contact Records

Fitness Test "FT-0006686135" was saved.

Fitness Test Cycle 2 2026

Edit

Record Type	Navy Cycle Start Date	Navy Cycle End Date	Member Full Name
CFT	7/1/2026	12/31/2026	Paul Sailor

Details

Information

FT Date	7/8/2026	FT Participation Status	Participant
Age	36	FT Event Standard	SEAL and SWCC
Sex	M		

SWIM

Fitness Assessment Details

Member Full Name	Paul Sailor	Navy Cycle Name	Cycle 2 2026
DODID	1234567890	Navy Cycle Start Date	7/1/2026
Assigned UIC	82650	Navy Cycle End Date	12/31/2026

PARFQs for Parent Fitness Ass... (1)

PARFO-0004420241

Step 9 of 10: A banner displays indicating the Fitness Test (FT) was saved. Scroll to view the FT details.



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Learning Targets



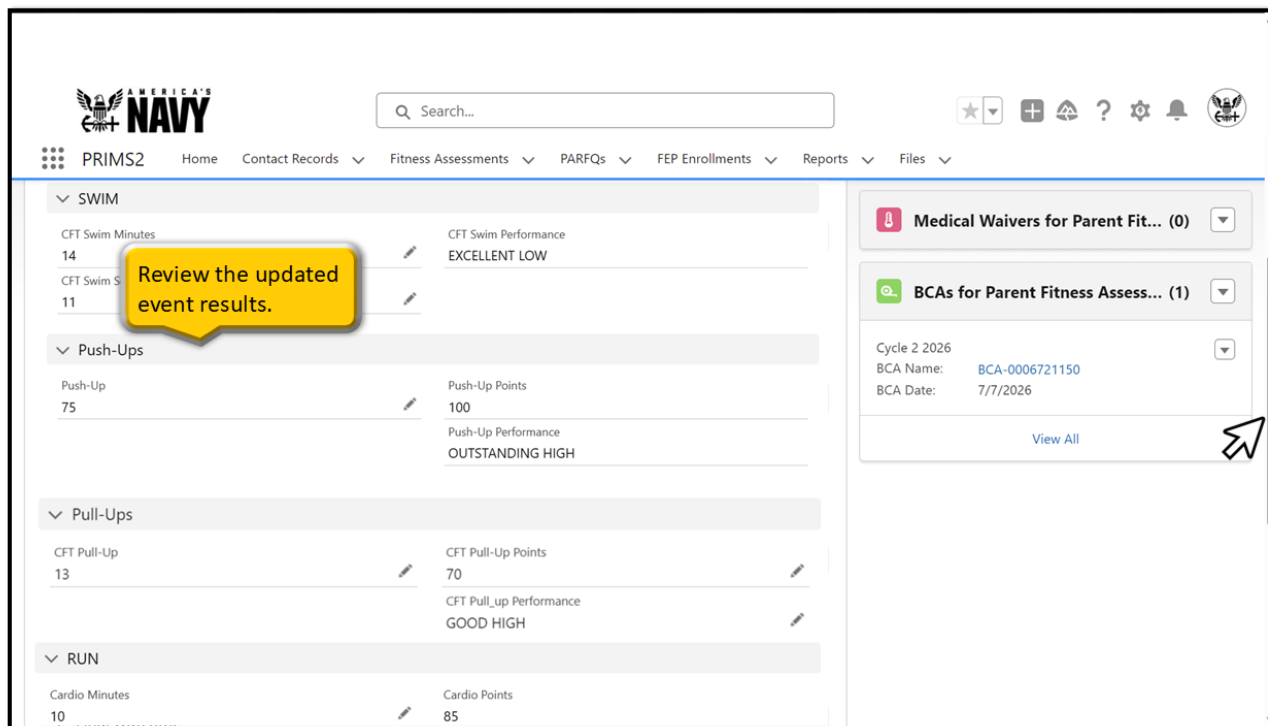
Step-By-Step
Instructions



Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot displays the NAVY PRIMS2 interface. The main content area shows fitness assessment results for a swimmer. A yellow callout box highlights the 'CFT Swim Minutes' row with the text 'Review the updated event results.' The interface includes a search bar, navigation tabs, and a sidebar with medical waivers and BCAs.

Category	Item	Value	Performance
SWIM	CFT Swim Minutes	14	CFT Swim Performance
	CFT Swim S	11	EXCELLENT LOW
Push-Ups	Push-Up	75	Push-Up Points
			100
			OUTSTANDING HIGH
Pull-Ups	CFT Pull-Up	13	CFT Pull-Up Points
			70
			GOOD HIGH
RUN	Cardio Minutes	10	Cardio Points
			85

Medical Waivers for Parent Fit... (0)

BCAs for Parent Fitness Assess... (1)

Cycle 2 2026
BCA Name: BCA-0006721150
BCA Date: 7/7/2026

[View All](#)

Step 10 of 10: Review the FT information. Scroll to view the new Final Outcome.



Overview



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Learning Targets



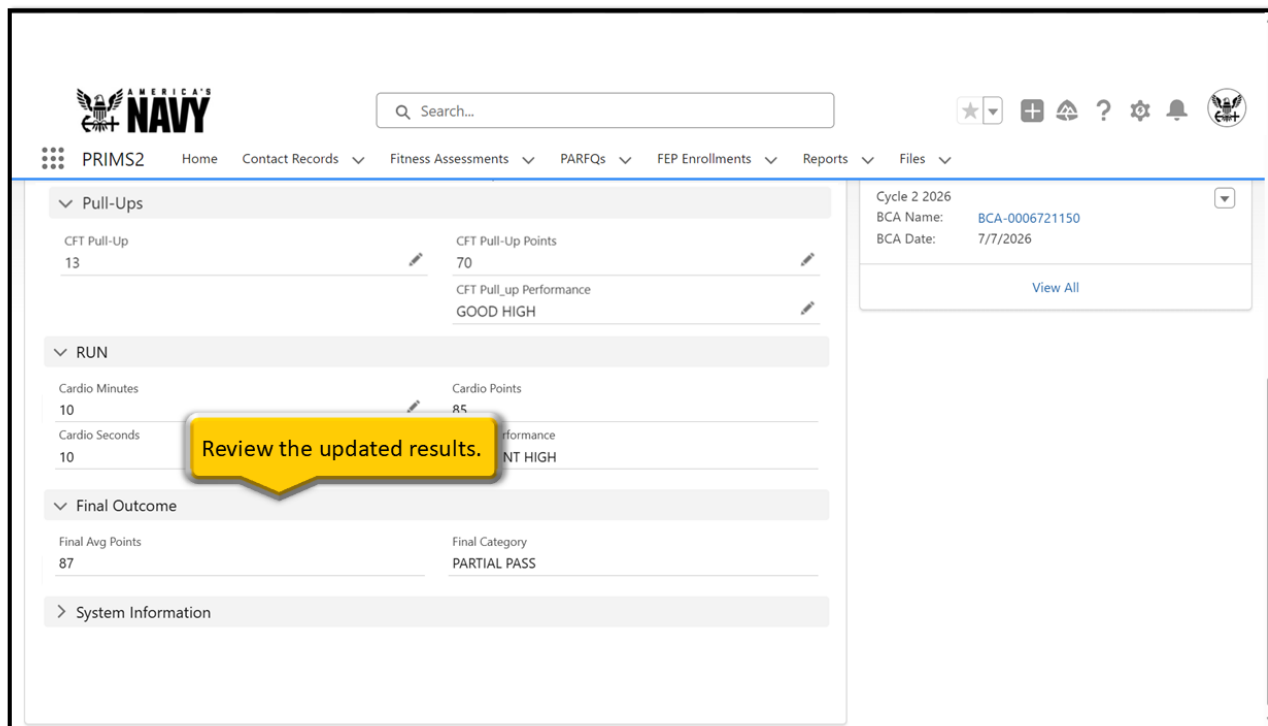
Step-By-Step
Instructions



Quick Steps



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PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Pull-Ups

CFT Pull-Up	13	CFT Pull-Up Points	70
CFT Pull-Up Performance	GOOD HIGH		

RUN

Cardio Minutes	10	Cardio Points	85
Cardio Seconds	10	Cardio Performance	NT HIGH

Final Outcome

Final Avg Points	87	Final Category	PARTIAL PASS
------------------	----	----------------	--------------

> System Information

Right Panel:

Cycle 2 2026
BCA Name: BCA-0006721150
BCA Date: 7/7/2026
[View All](#)

Review the updated results.

Review the updated Final Outcome.

How To Edit a CFT

Step-By-Step Instructions



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Quick Steps



Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



That's It!

You have successfully edited a Fitness Test (FT) in PRIMS.



[Return to the Medical Waiver lesson](#)

[Return to the BCA lesson](#)

Tutorial Complete

That's It!

You have successfully viewed, created, and edited a Medical Waiver, BCA, and CFT.



Overview



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