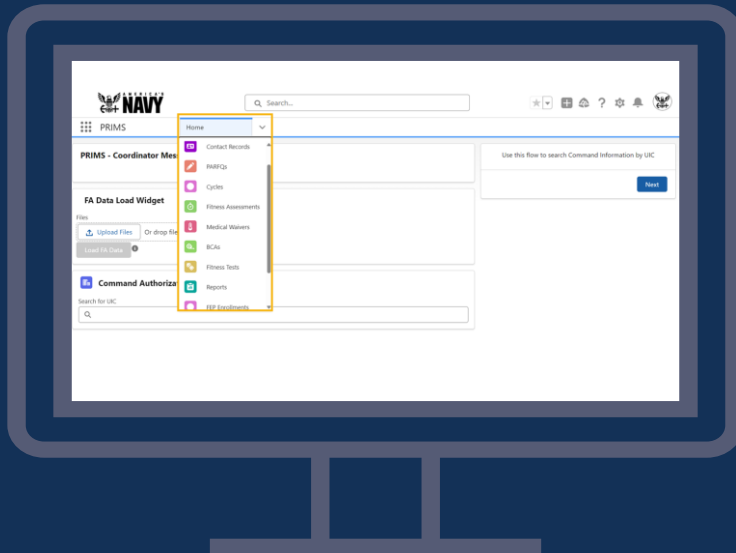




Combat Fitness Assessment (CFA) *Service Console Display*



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Learning Targets



CFA Quick
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 Leader (ACFLs).

How It Works



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



Combat arms personnel participate in the scheduled CFA.



CFL/ACFL records CFA results on the appropriate score sheets 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.



CFA Quick Tips

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



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Learning Targets



CFA Quick
Tips





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Learning Targets



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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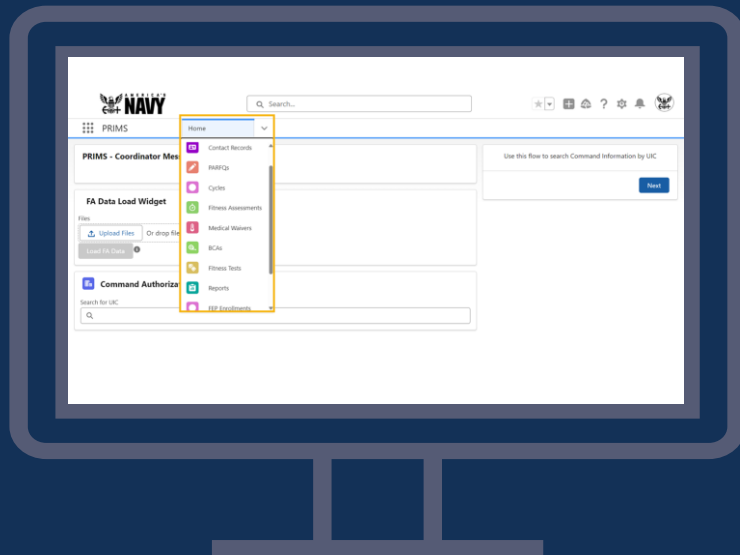


CFA Quick
Tips





Medical Waiver for CFA *Service Console Display*



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Quick Steps



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 CFL/ACFL adds the medical waiver in PRIMS.



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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 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 6110/4 PARFQ into the Electronic Health Record.
- Make PFA medical recommendations to the CO via NAVMED 6110/4.



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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Learning Targets



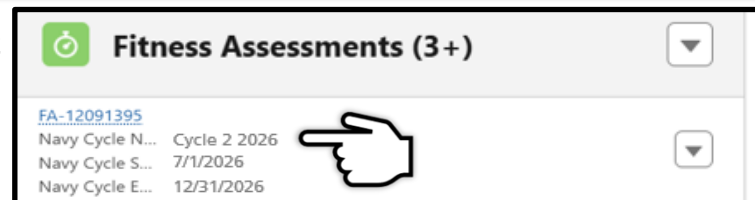
Step-By-Step
Instructions



Quick Steps



- 1 In the [Sailor's Contact Record](#), select the [Fitness Assessment \(FA\)](#) hyperlink.



Fitness Assessments (3+)

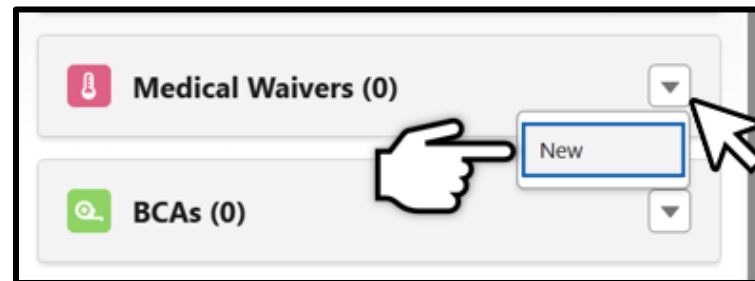
[FA-12091395](#)

Navy Cycle N... Cycle 2 2026

Navy Cycle S... 7/1/2026

Navy Cycle E... 12/31/2026

- 2 Select the [Medical Waiver](#) drop-down list and select [New](#).

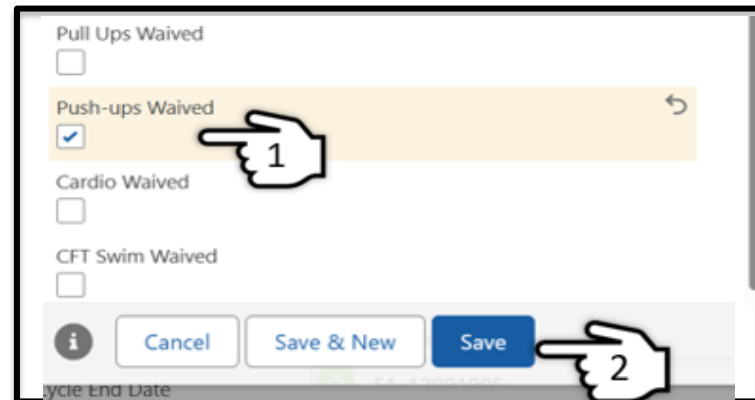


Medical Waivers (0)

[New](#)

BCAs (0)

- 3 Select the applicable Medical Waiver and select [Save](#).



Pull Ups Waived ☐

Push-ups Waived ☒ 1

Cardio Waived ☐

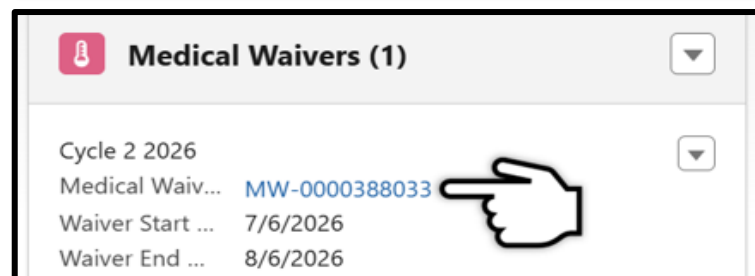
CFT Swim Waived ☐

[Cancel](#) [Save & New](#) [Save](#) 2

Cycle End Date

- After selecting [Save](#), the Medical Waiver is created.

- 4 Select the [Medical Waiver](#) hyperlink to review.



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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Learning Targets



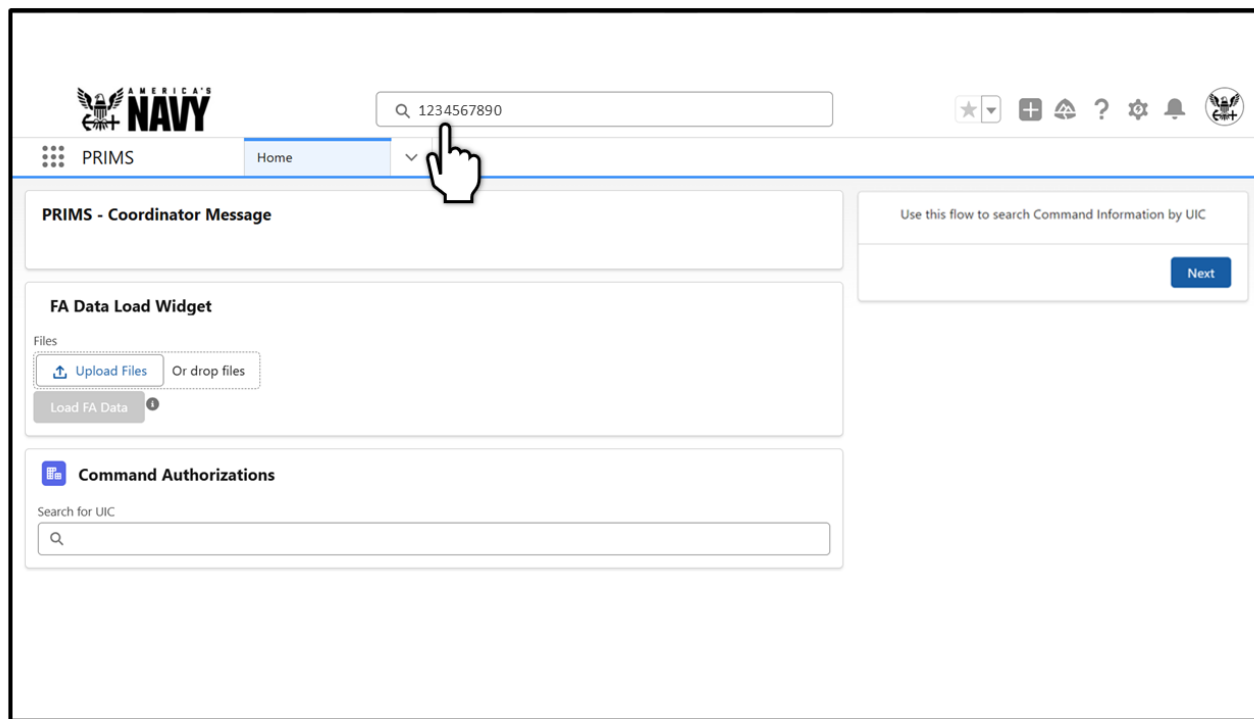
Step-By-Step
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Quick Steps



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 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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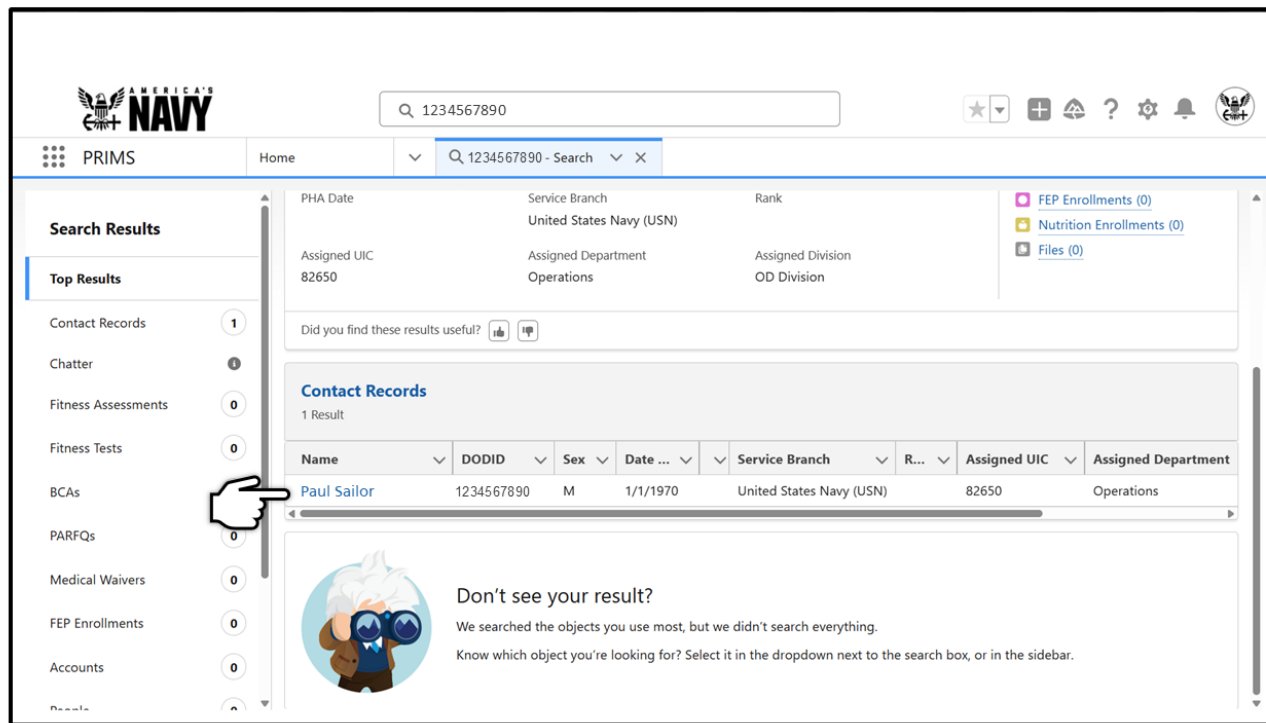
Step-By-Step
Instructions



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 PRIMS (Physical Readiness Information Management System) interface. At the top, there's a search bar with the query '1234567890'. Below the search bar, the 'Search Results' section is active. On the left sidebar, 'Contact Records' is selected, showing 1 result. The main content area displays a table with one row for 'Paul Sailor'. A hand icon points to the 'Name' column header. Below the table, there's a 'Contact Records' tile with a '1 Result' count. At the bottom, a message says 'Don't see your result?' with a cartoon character and instructions to refine the search.

Name	DODID	Sex	Date ...	Service Branch	R...	Assigned UIC	Assigned Department
Paul Sailor	1234567890	M	1/1/1970	United States Navy (USN)		82650	Operations



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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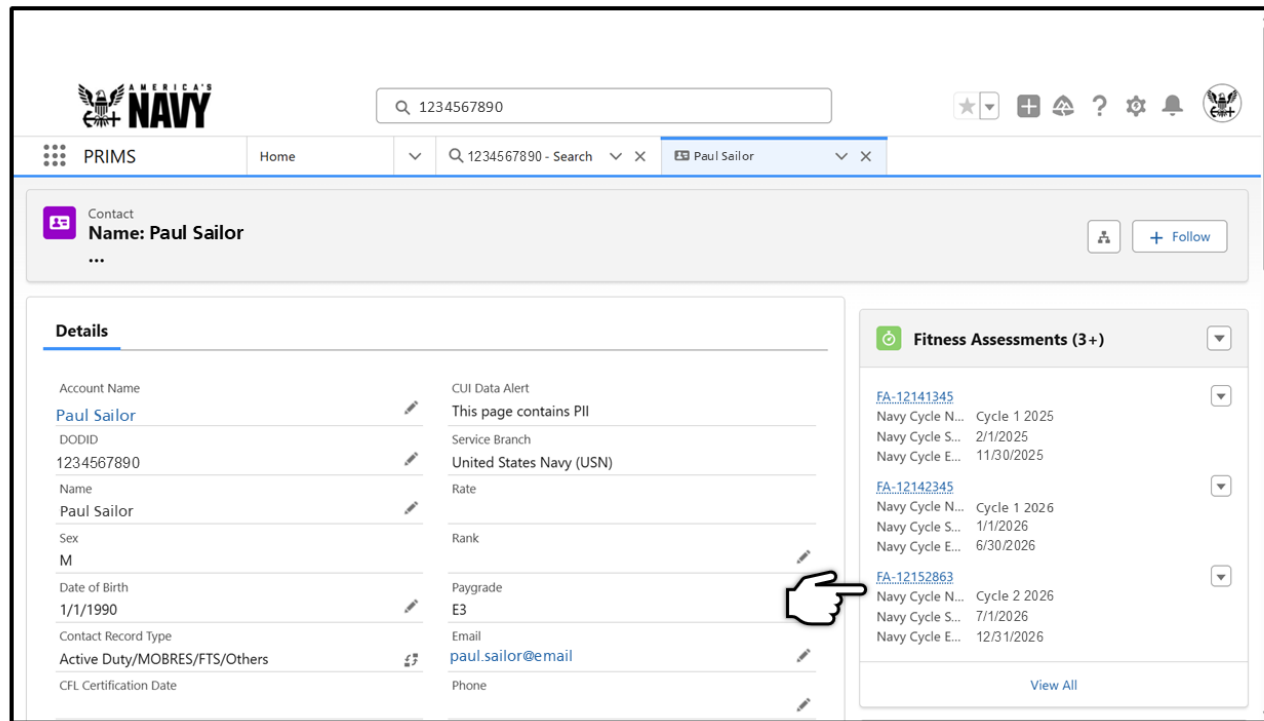
Step-By-Step
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Quick Steps



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.



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	Active Duty/MOBRES/FTS/Others	Email	paul.sailor@email
CFL Certification Date		Phone	

Fitness Assessments (3+)

- [FA-12141345](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12142345](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12152863](#)
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 Medical Waiver

Step-By-Step Instructions



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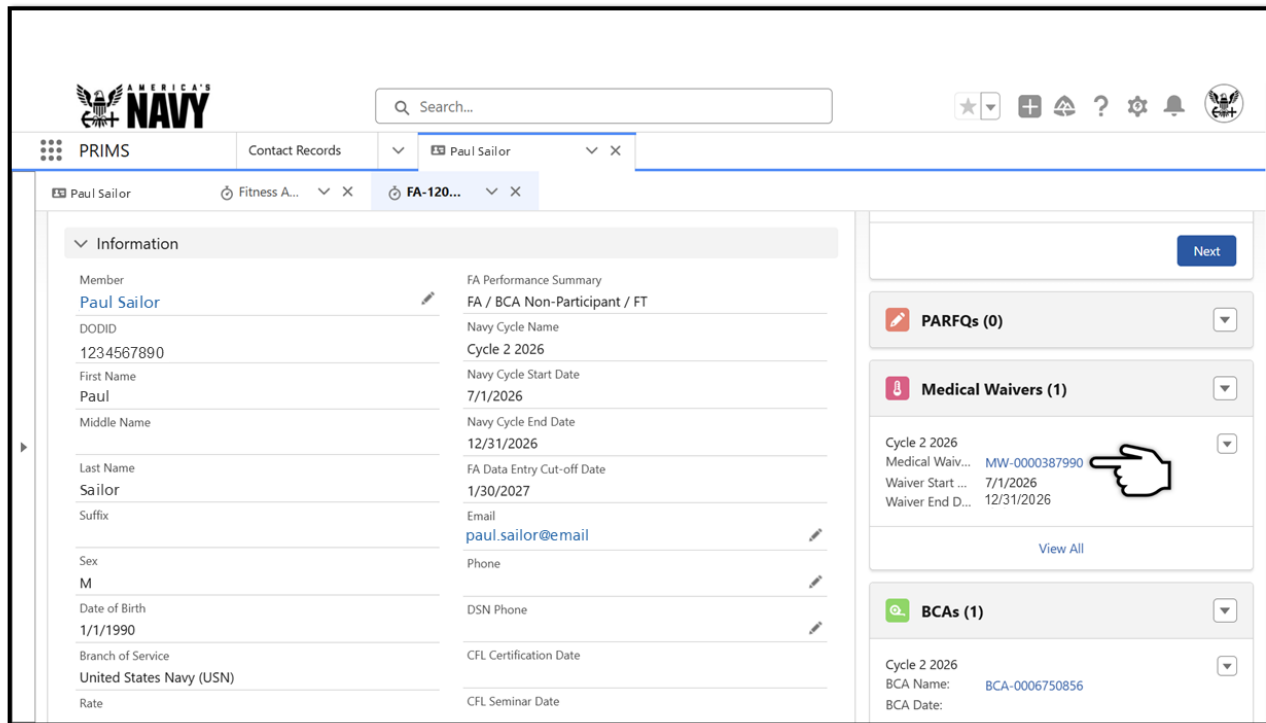
Step-By-Step
Instructions



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.



Step 4 of 5: From the FA page, scroll to the **Medical Waiver** tile, then select the **Medical Waiver** hyperlink.

How To View a Medical Waiver

Step-By-Step Instructions



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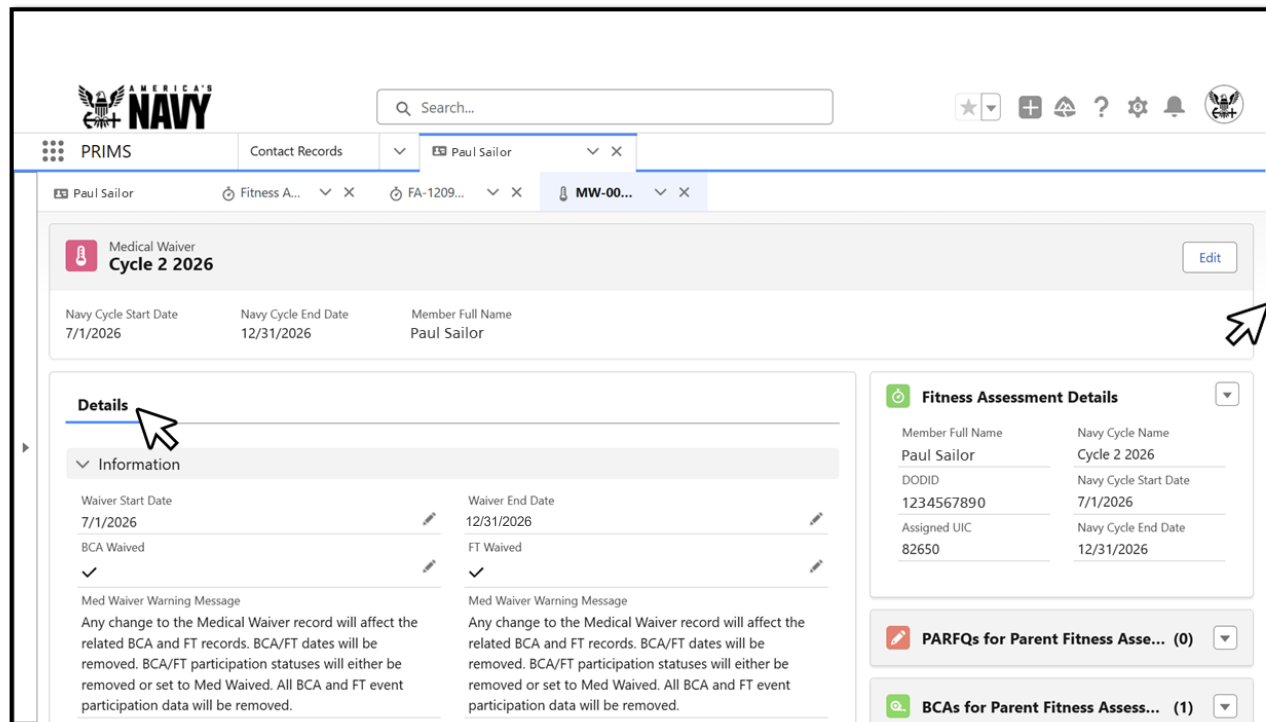
Step-By-Step
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Quick Steps



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 PRIMS interface. At the top, there's a search bar and navigation tabs for PRIMS, Contact Records, and a dropdown menu showing 'Paul Sailor'. Below this, there's a tab for 'MW-00...'. The main content area displays 'Medical Waiver Cycle 2 2026' with an 'Edit' button. A table shows the waiver cycle dates (7/1/2026 to 12/31/2026) and the member's name (Paul Sailor). Below this, the 'Details' section is expanded, showing 'Information' with fields for Waiver Start Date, Waiver End Date, BCA Waived, and FT Waived. A 'Med Waiver Warning Message' is also displayed. To the right, the 'Fitness Assessment Details' section shows the member's full name, Navy cycle name, DODID, Navy cycle start date, assigned UIC, and Navy cycle end date. At the bottom, there are dropdown menus for 'PARFs for Parent Fitness Asse...' (0) and 'BCAs for Parent Fitness Assess...' (1).

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



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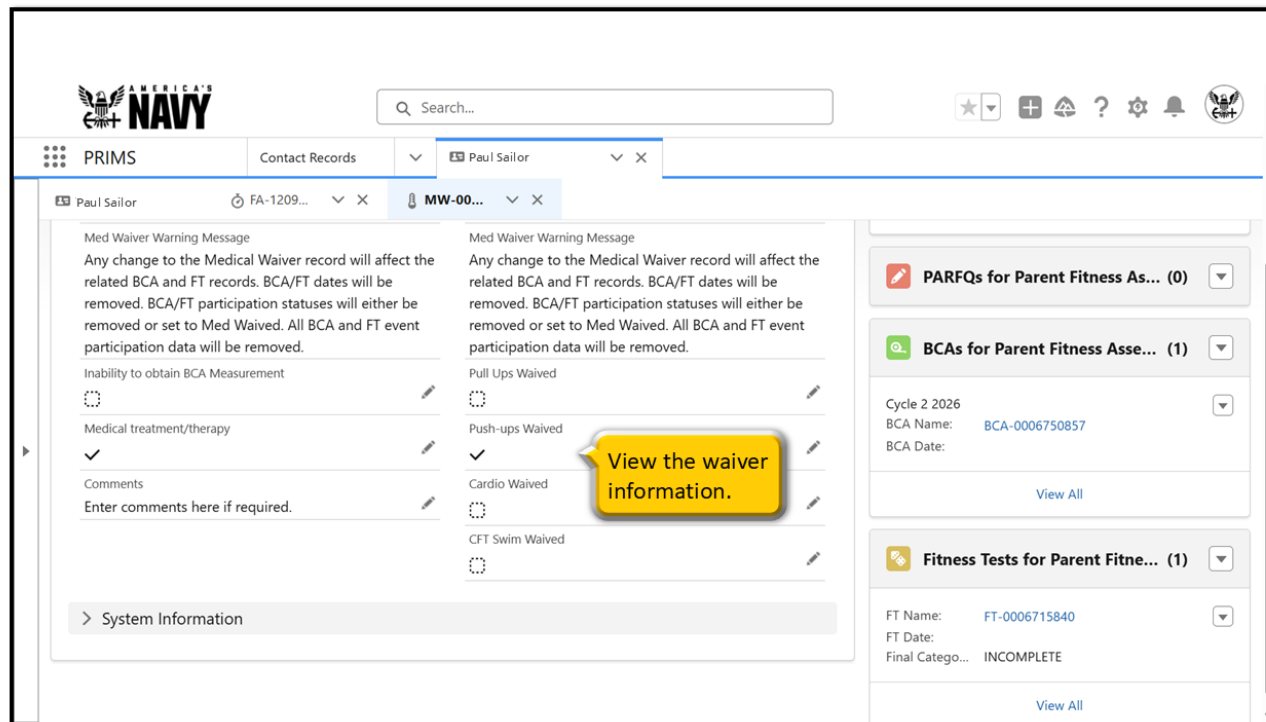
Step-By-Step
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Quick Steps



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 PRIMS (Physical Readiness Information Management System) interface. At the top, there's a search bar and navigation tabs for 'PRIMS', 'Contact Records', and 'Paul Sailor'. Below this, a 'Med Waiver Warning Message' is displayed, stating that any change to the Medical Waiver record will affect related BCA and FT records. The interface is divided into two main sections: 'Inability to obtain BCA Measurement' and 'Medical treatment/therapy'. The 'Inability to obtain BCA Measurement' section lists 'Pull Ups Waived', 'Push-ups Waived', 'Cardio Waived', and 'CFT Swim Waived'. The 'Medical treatment/therapy' section has a checkmark next to it. A yellow callout box with the text 'View the waiver information.' points to the 'Cardio Waived' entry. On the right side, there are three summary cards: 'PARFQs for Parent Fitness As...', 'BCAs for Parent Fitness Asse...', and 'Fitness Tests for Parent Fitne...'. Each card shows a count and a 'View All' link. At the bottom of the interface, there are several blue and grey circular indicators.

Review the BCA and FT Events waived information.

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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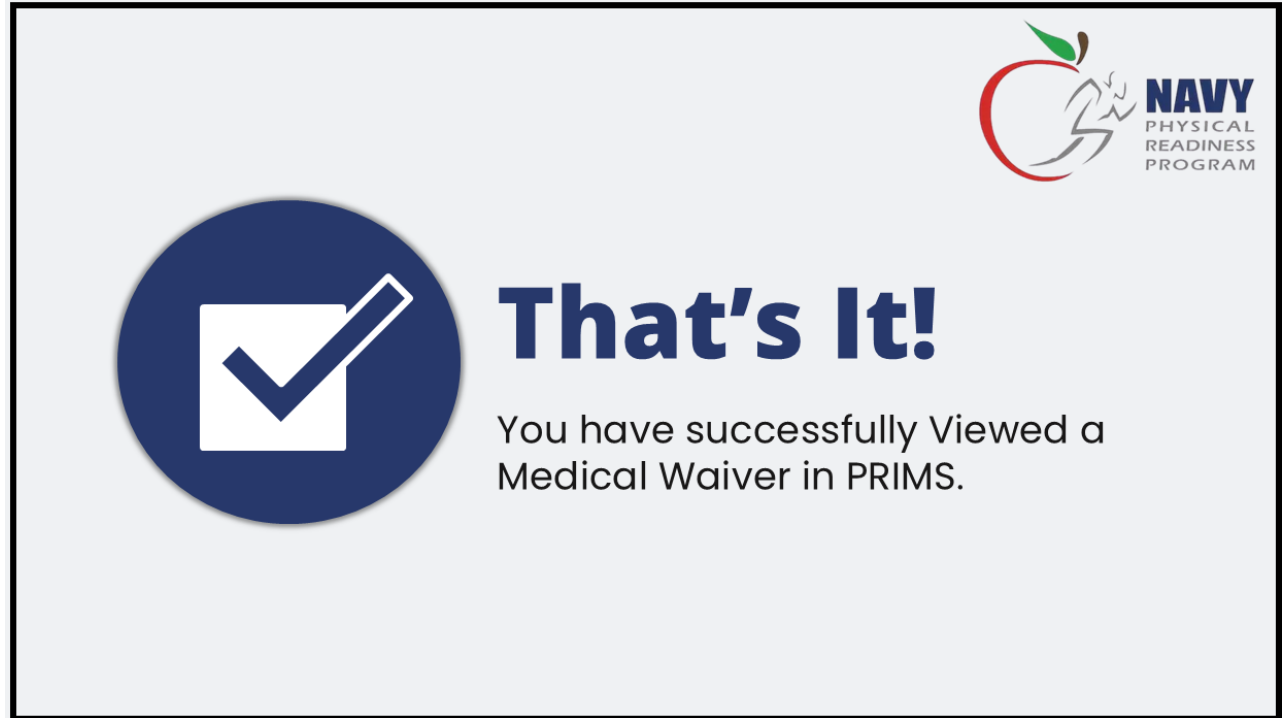
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Continue to Create a Medical Waiver

How To Create a Medical Waiver

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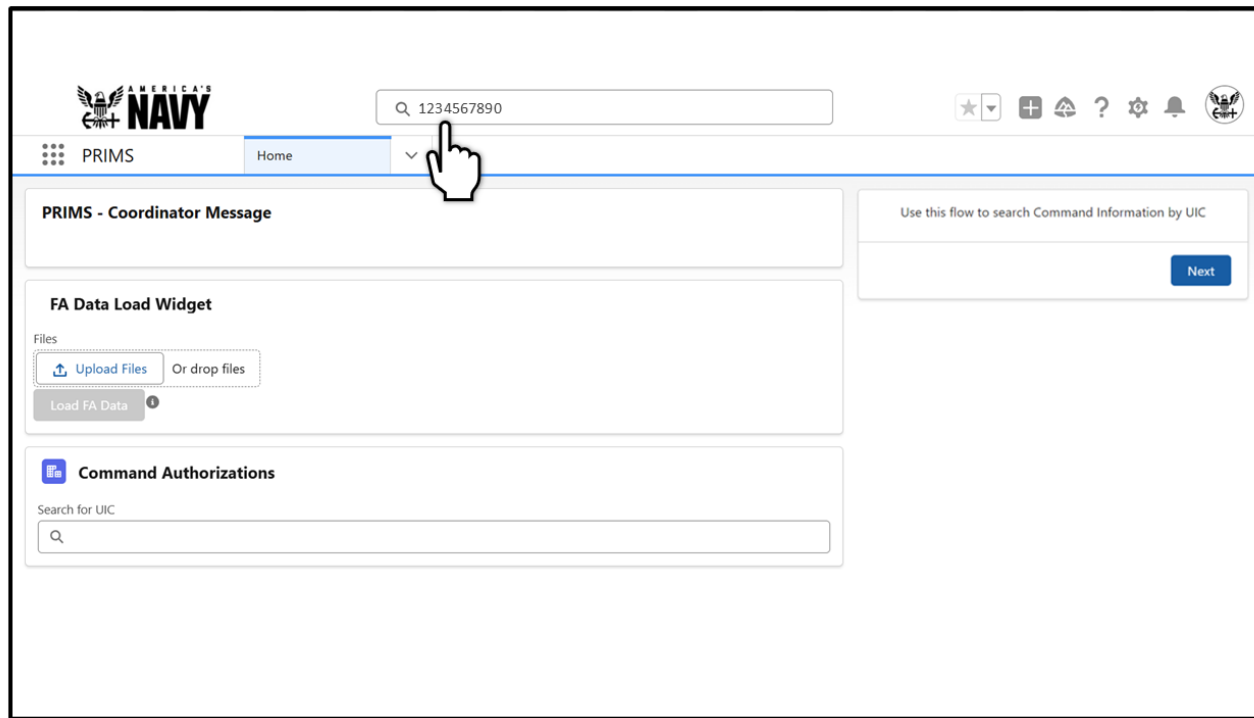
Step-By-Step
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Quick Steps



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.



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



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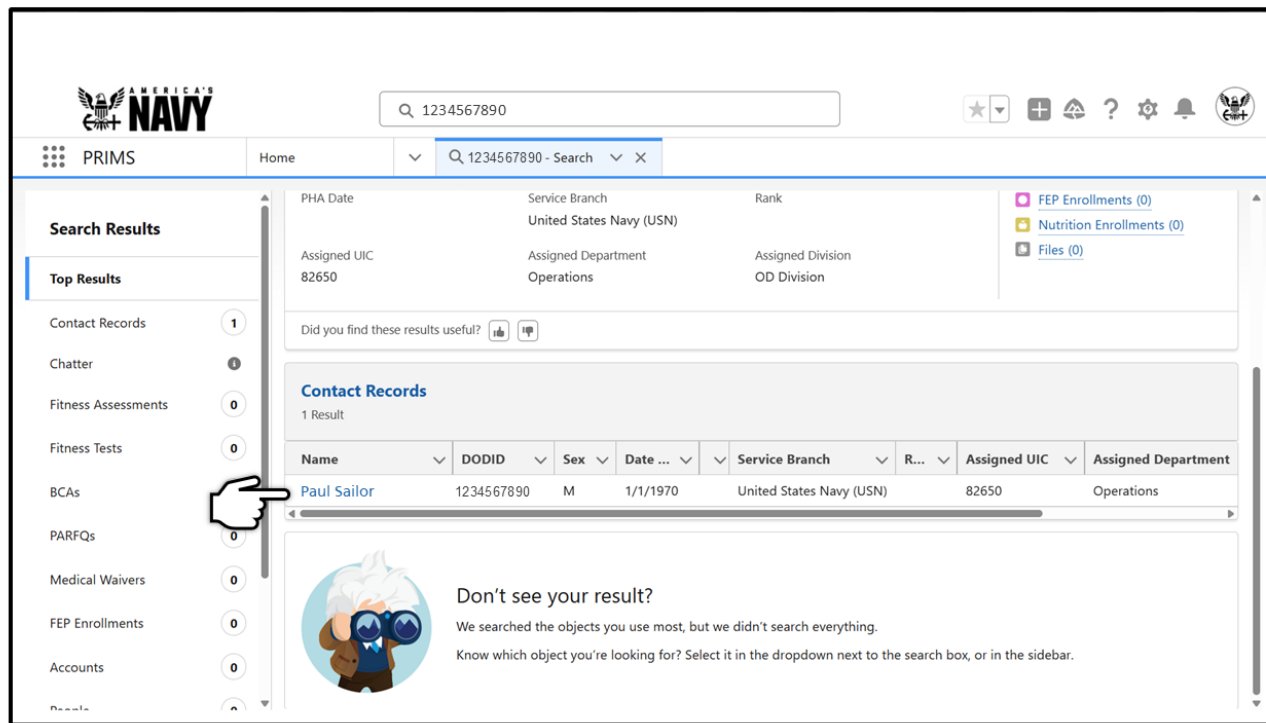
Learning Targets


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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 PRIMS (Physical Readiness Information Management System) interface. The search bar at the top contains the text '1234567890'. The search results are displayed under the 'Contact Records' tab, showing one result for 'Paul Sailor'. A hand icon points to the 'Name' column header in the table.

Name	DODID	Sex	Date ...	Service Branch	R...	Assigned UIC	Assigned Department
Paul Sailor	1234567890	M	1/1/1970	United States Navy (USN)		82650	Operations

Below the table, there is a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything. Know which object you're looking for? Select it in the dropdown next to the search box, or in the sidebar.'

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



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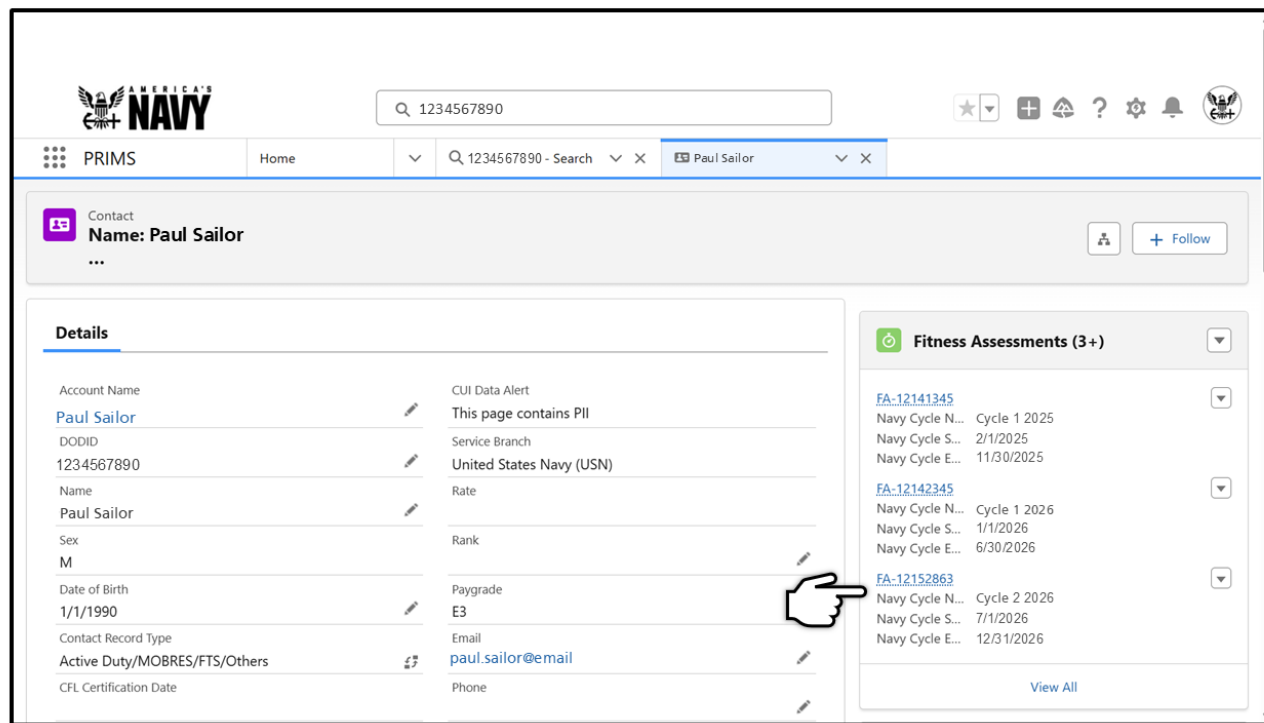
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Quick Steps



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.



AMERICA'S NAVY

Search: 1234567890

PRIMS Home Search: 1234567890 - Search Paul Sailor

Contact
Name: Paul Sailor

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-12141345](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12142345](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12152863](#)
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

[View All](#)

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

How To Create a Medical Waiver

Step-By-Step Instructions



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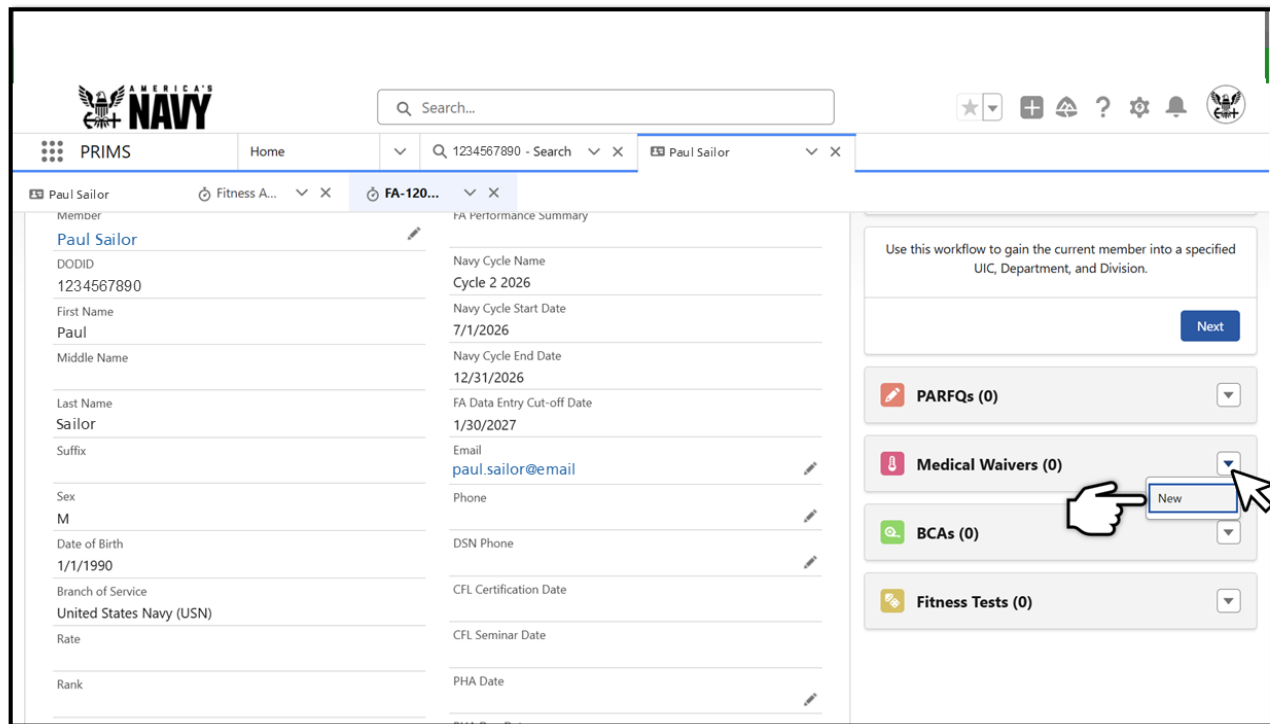
Step-By-Step
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Quick Steps



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.



The screenshot shows the Navy PRIMS interface. On the left, a sidebar contains navigation options: Overview, Tutorial Navigation, Policy Insights, Learning Targets, Step-By-Step Instructions (highlighted), and Quick Steps. The main content area displays the member profile for 'Paul Sailor' (DODID: 1234567890). The profile includes fields for First Name, Middle Name, Last Name, Suffix, Sex, Date of Birth, Branch of Service, Rate, and Rank. To the right of the profile is the 'FA Performance Summary' section. On the far right, there is a sidebar with several tiles: 'PARFQs (0)', 'Medical Waivers (0)', 'BCAs (0)', and 'Fitness Tests (0)'. A hand icon points to the 'New' button in the 'Medical Waivers (0)' tile. Above the tiles, there is a search bar and a 'Next' button. Below the tiles, there are several circular indicators, with the first one being blue and the others grey.

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

How To Create a Medical Waiver

Step-By-Step Instructions



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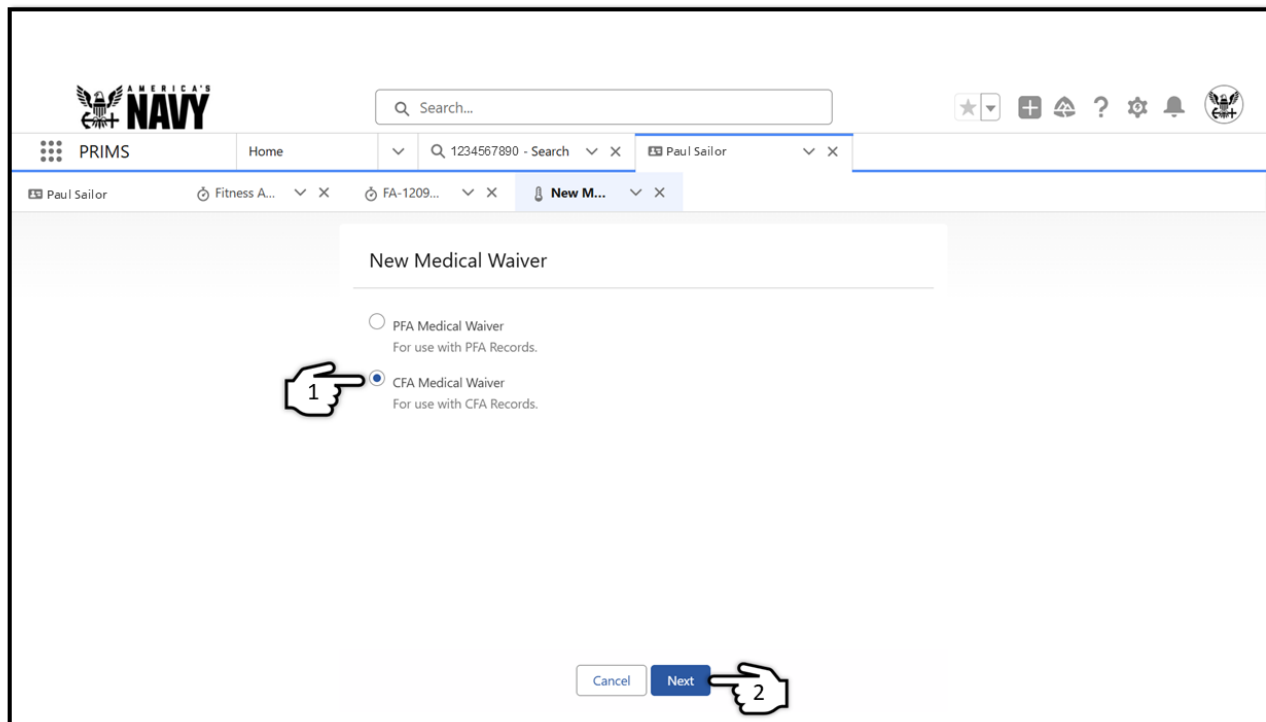
Step-By-Step
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Quick Steps



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.



Step 5 of 8: From the New Medical Waiver page, select the **CFA Medical Waiver** radio button, then select **New**.



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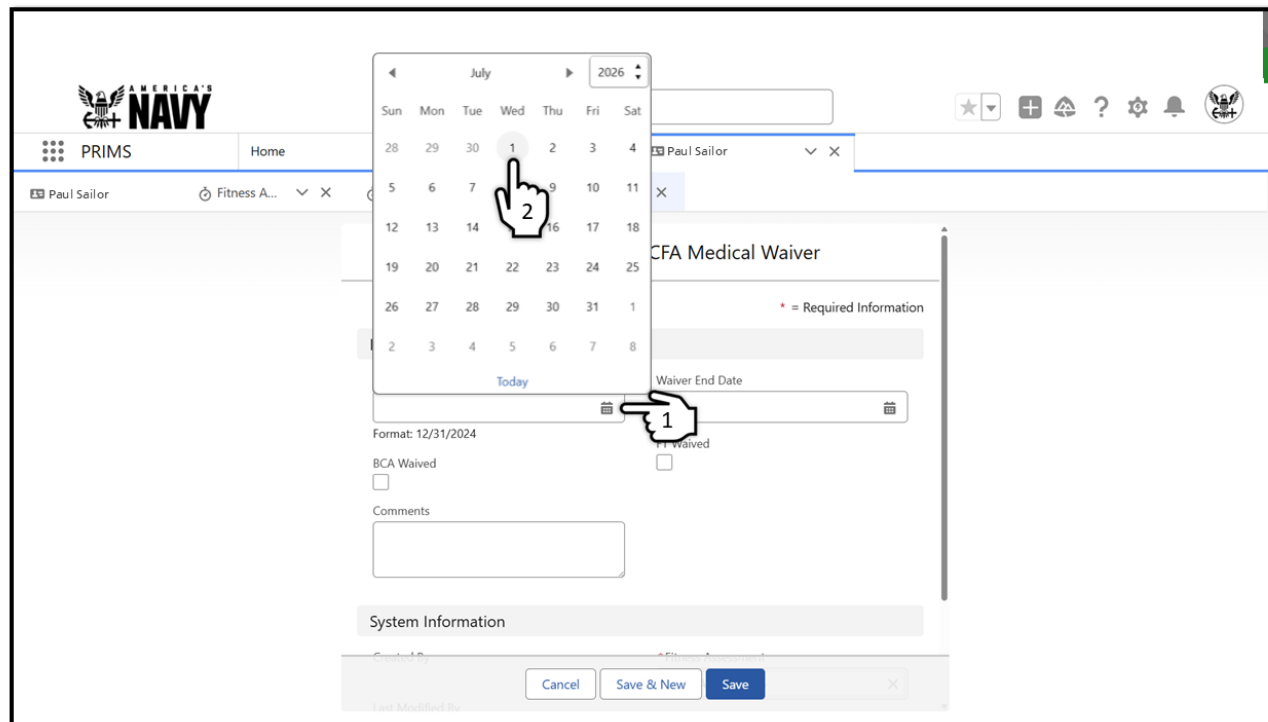
Step-By-Step
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Quick Steps



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 'CFA Medical Waiver' form. A calendar overlay is displayed, showing the month of July 2026. A hand icon labeled '2' points to the date '1' on the calendar. Another hand icon labeled '1' points to the 'Waiver Start Date' field. The form includes fields for 'Format: 12/31/2024', 'BCA Waived' (checkbox), 'Comments', and 'System Information'. At the bottom, there are 'Cancel', 'Save & New', and 'Save' buttons.



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



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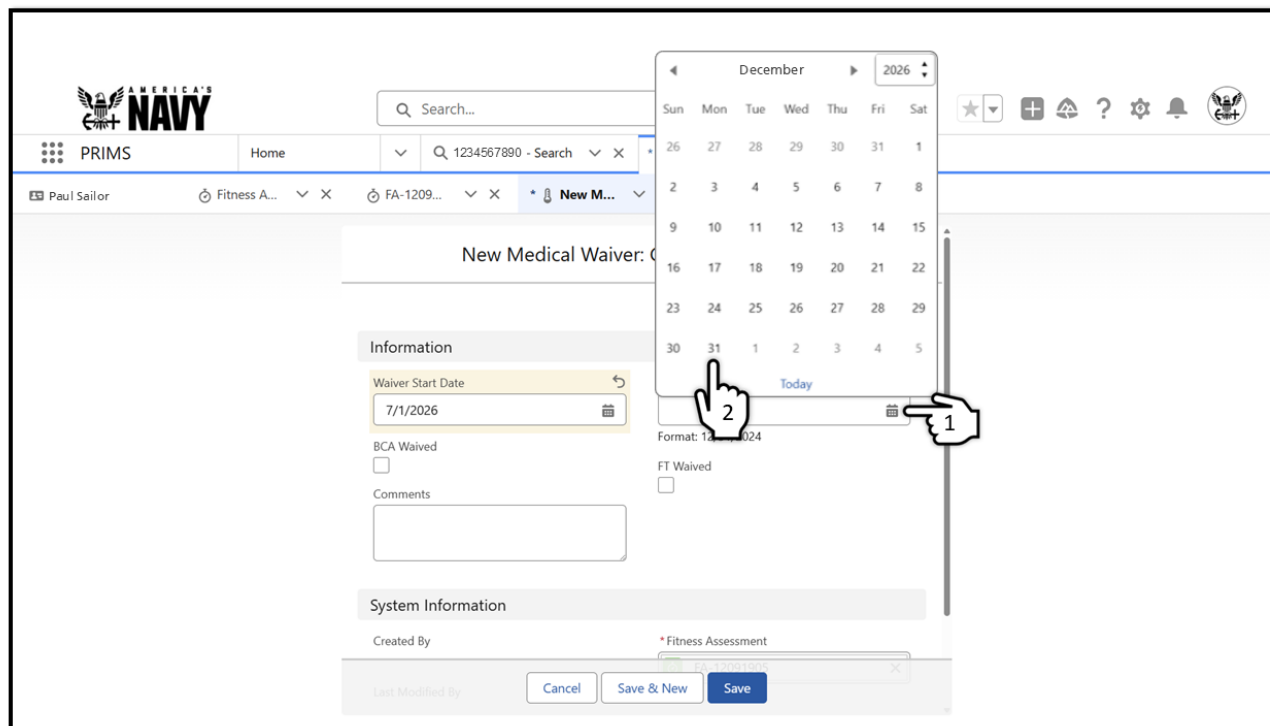
Step-By-Step
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Quick Steps



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 'New Medical Waiver' form in a desktop browser. The form has a header with the 'AMERICA'S NAVY' logo and a search bar. Below the header, there are tabs for 'PRIMS', 'Home', and a search bar with the text '1234567890'. The main form area is titled 'New Medical Waiver: C'. It contains an 'Information' section with a 'Waiver Start Date' field set to '7/1/2026', a 'BCA Waived' checkbox, and a 'Comments' text area. There is also a 'System Information' section with a 'Created By' field and a 'Fitness Assessment' dropdown. A calendar overlay is visible on the right side of the form, showing the month of December 2026. A hand icon labeled '1' points to the calendar icon next to the 'Waiver End Date' field. Another hand icon labeled '2' points to the date '7/1/2026' in the 'Waiver Start Date' field. The calendar shows the days of the week and the dates, with 'Today' highlighted. At the bottom of the form, there are 'Cancel', 'Save & New', and 'Save' buttons.



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



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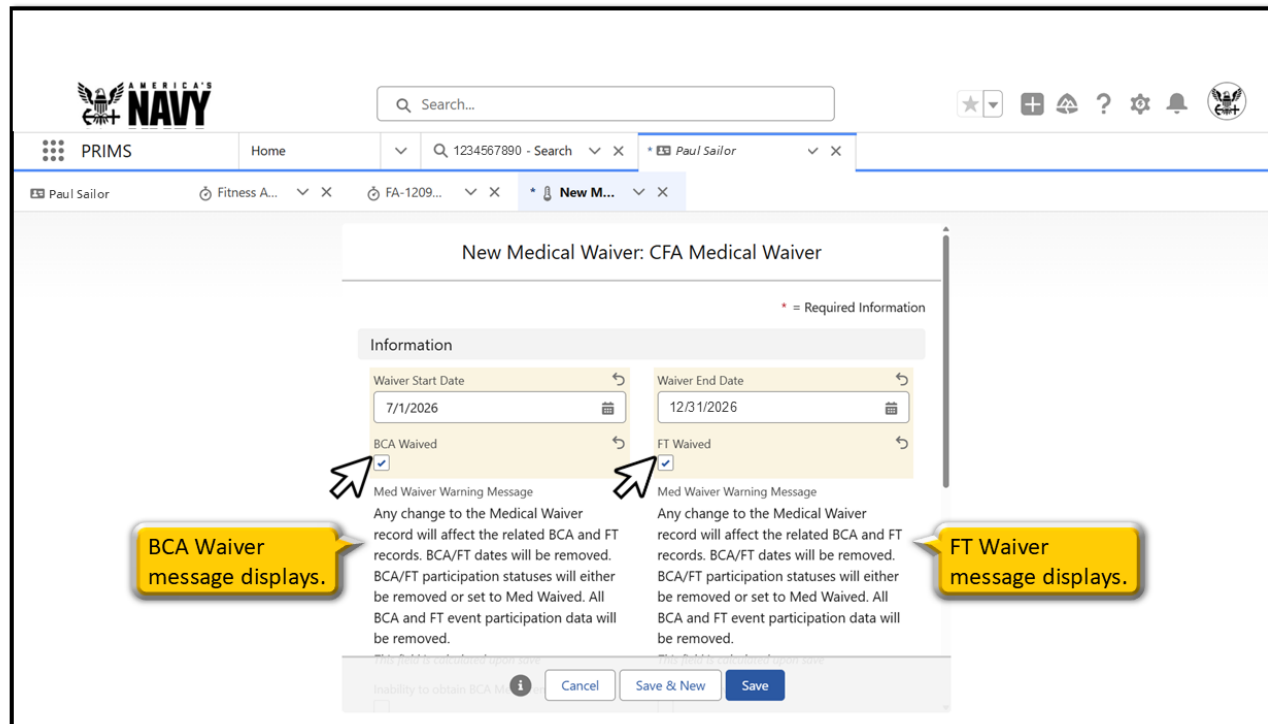
Step-By-Step
Instructions



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.



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



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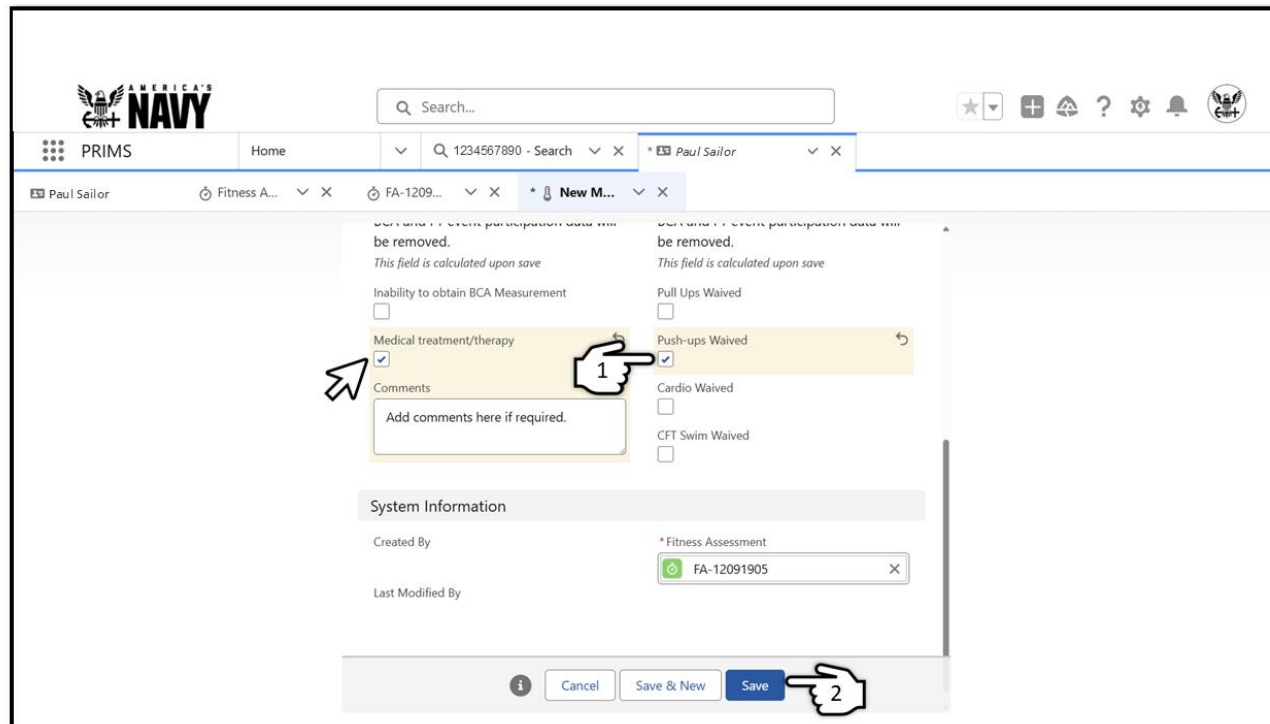
Step-By-Step
Instructions



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 PRIMS interface for a user named Paul Sailor. The form is titled 'New M...' and includes a search bar and navigation tabs. The main content area has a 'Medical treatment/therapy' section with a checkbox that is checked. Below this is a 'Comments' field with a placeholder text 'Add comments here if required.' To the right of the 'Medical treatment/therapy' section is a 'Push-ups Waived' section with a checkbox that is checked. Below this is a 'Cardio Waived' section with a checkbox that is unchecked. At the bottom of the form is a 'System Information' section with fields for 'Created By', 'Last Modified By', and 'Fitness Assessment'. The 'Fitness Assessment' field is set to 'FA-12091905'. At the bottom right of the form are three buttons: 'Cancel', 'Save & New', and 'Save'. A hand icon with the number 2 points to the 'Save' button.

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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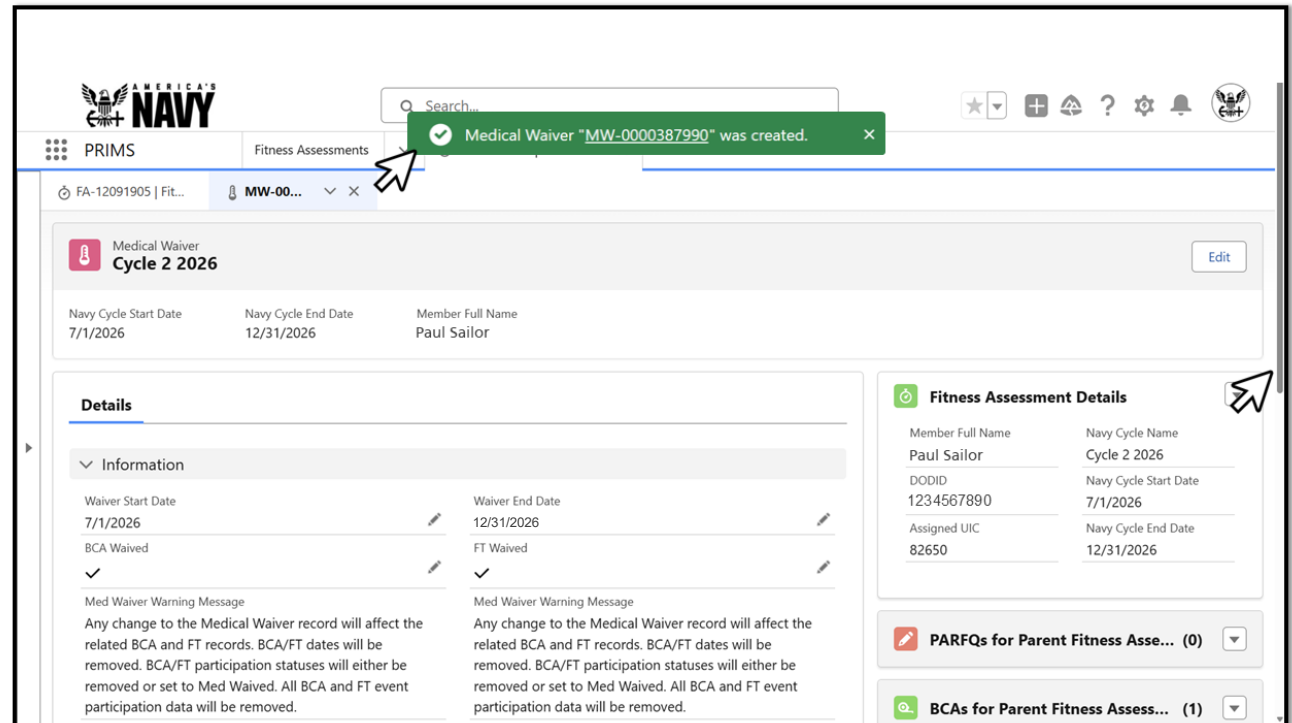
Step-By-Step
Instructions



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.



Medical Waiver "MW-0000387990" was created.

Medical Waiver Cycle 2 2026

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

Details

Information

Waiver Start Date	7/1/2026	Waiver End Date	12/31/2026
BCA Waived	✓	FT Waived	✓
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.		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.	

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

PARFs for Parent Fitness Asse... (0)

BCAs for Parent Fitness Assess... (1)

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.



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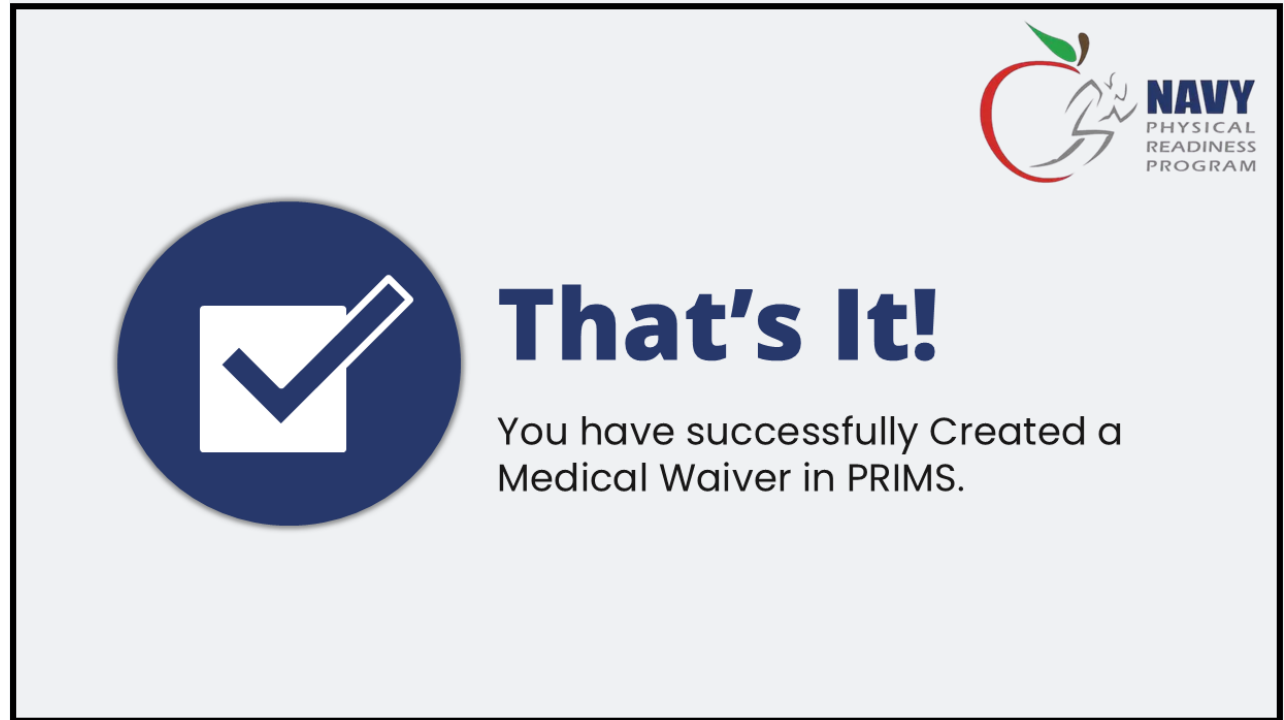
Learning Targets



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Instructions



Quick Steps



[Continue to Edit a Medical Waiver](#)

How To Edit a Medical Waiver

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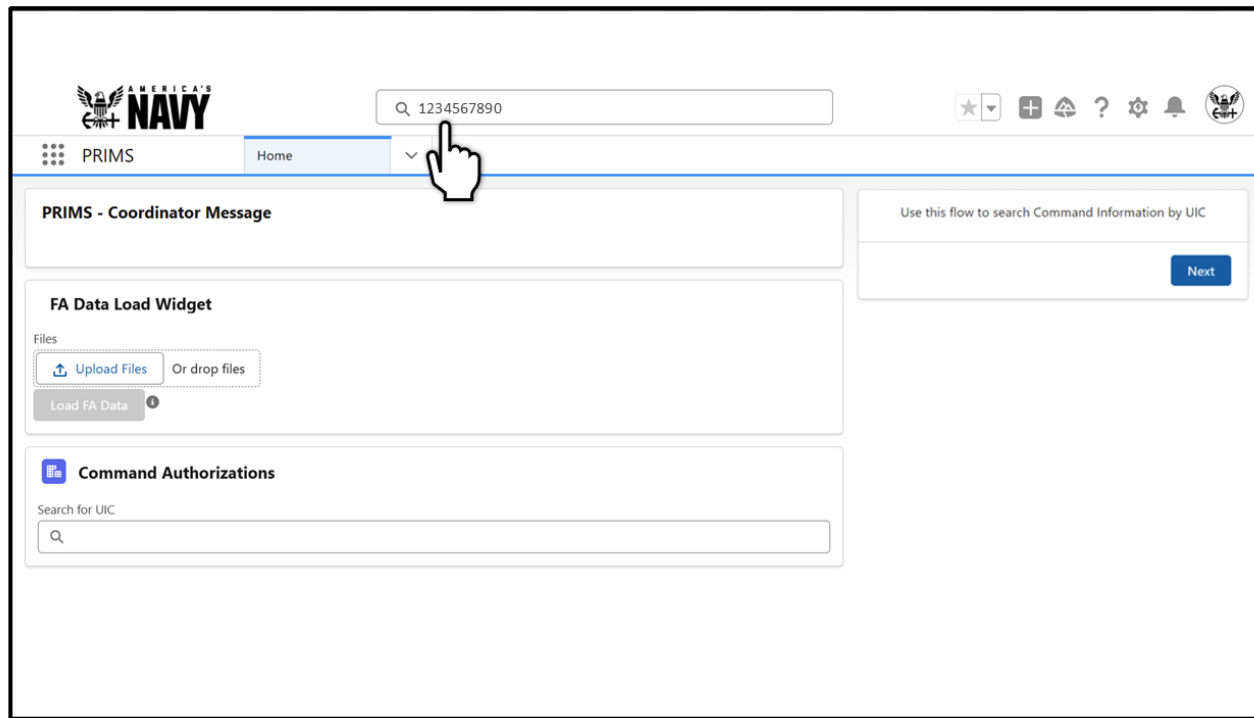
Step-By-Step
Instructions



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

3 How To Edit a Medical Waiver

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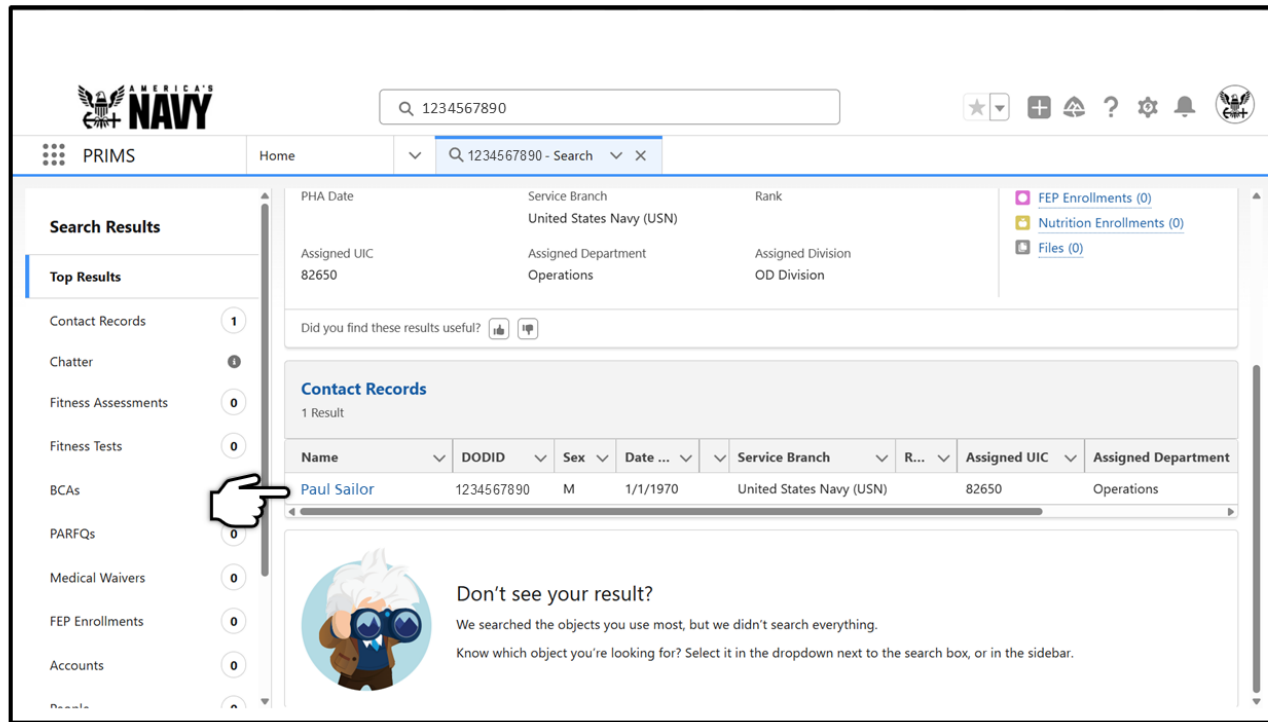
Step-By-Step
Instructions



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 PRIMS (Physical Readiness Information Management System) interface. The top navigation bar includes the 'AMERICA'S NAVY' logo, a search bar with '1234567890', and various utility icons. The main content area displays search results for the query '1234567890 - Search'. On the left, a sidebar lists various categories with counts: Contact Records (1), Chatter (0), Fitness Assessments (0), Fitness Tests (0), BCAs (0), PARFQs (0), Medical Waivers (0), FEP Enrollments (0), and Accounts (0). The 'Contact Records' section is expanded, showing a table with one result: 'Paul Sailor'. A hand icon points to the 'Name' column header. Below the table, there is a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything. Know which object you're looking for? Select it in the dropdown next to the search box, or in the sidebar.'

Name	DODID	Sex	Date ...	Service Branch	R...	Assigned UIC	Assigned Department
Paul Sailor	1234567890	M	1/1/1970	United States Navy (USN)		82650	Operations

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



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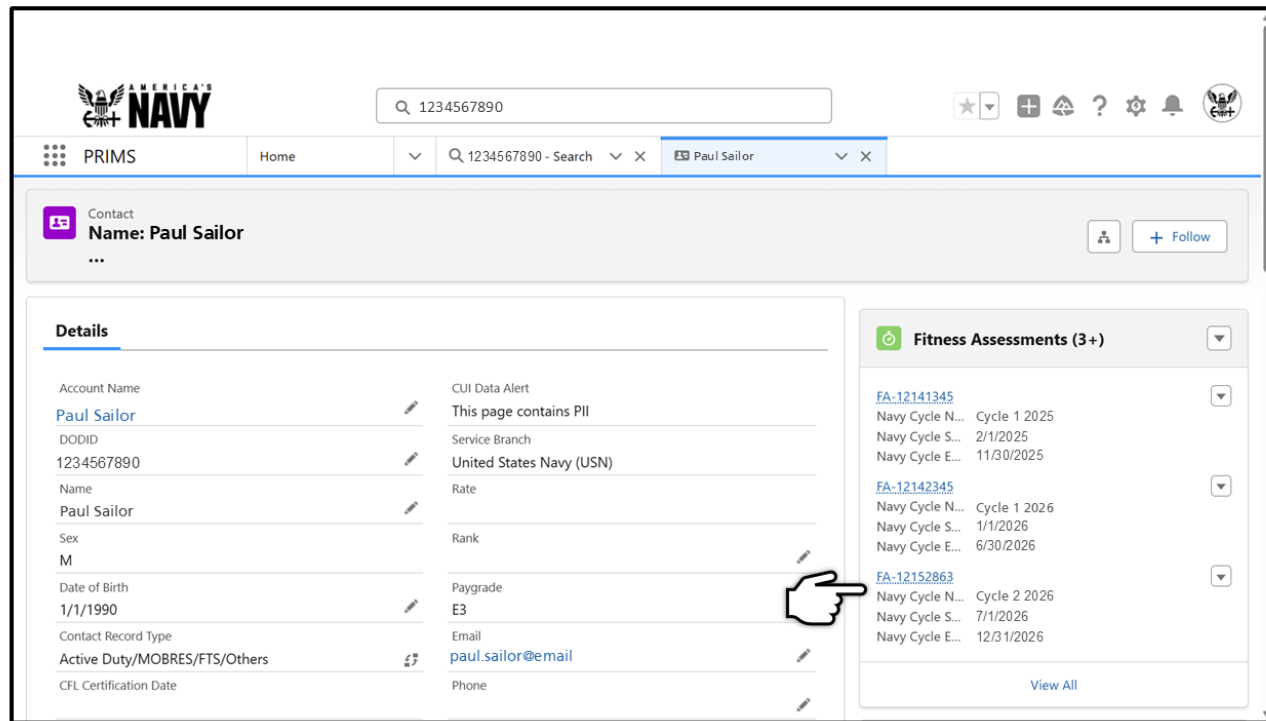
Step-By-Step
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Quick Steps



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.



AMERICA'S NAVY

Search: 1234567890

PRIMS Home Search: 1234567890 - Search Paul Sailor

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 Active Duty/MOBRES/FTS/Others	Email paul.sailor@email
CFL Certification Date	Phone

Fitness Assessments (3+)

- [FA-12141345](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12142345](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12152863](#)
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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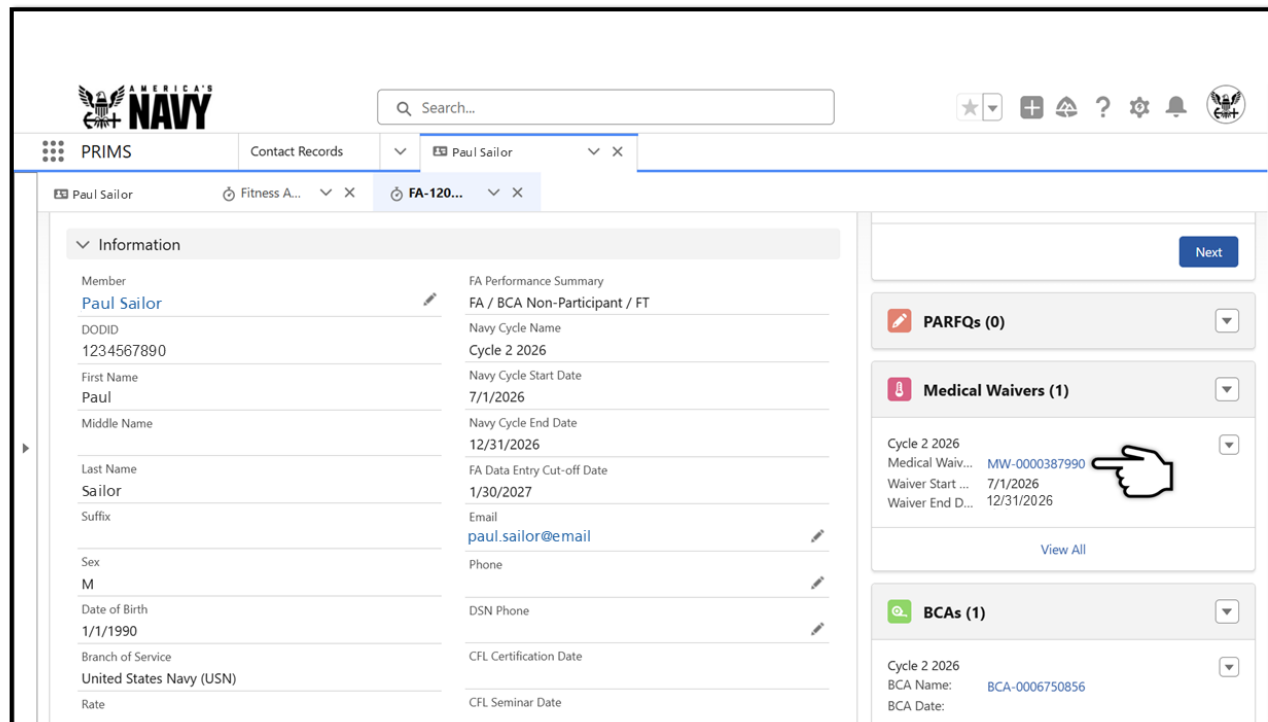
Step-By-Step
Instructions



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 PRIMS (Physical Readiness Information Management System) interface. The top navigation bar includes the Navy logo, a search bar, and tabs for 'PRIMS', 'Contact Records', and 'Paul Sailor'. The main content area is divided into two columns. The left column, titled 'Information', displays the sailor's details: 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 column, titled 'FA-120...', displays the sailor's 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), Email (paul.sailor@email), Phone, DSN Phone, CFL Certification Date, and CFL Seminar Date. On the far right, there are three tiles: 'PARFQs (0)', 'Medical Waivers (1)', and 'BCAs (1)'. The 'Medical Waivers (1)' tile is highlighted, and a hand icon points to the 'Medical Waiv...' hyperlink. Below the tiles, there is a 'View All' link.

Step 4 of 6: From the Medical Waivers tile, select the **Medical Waiver** hyperlink.

3 How To Edit a Medical Waiver

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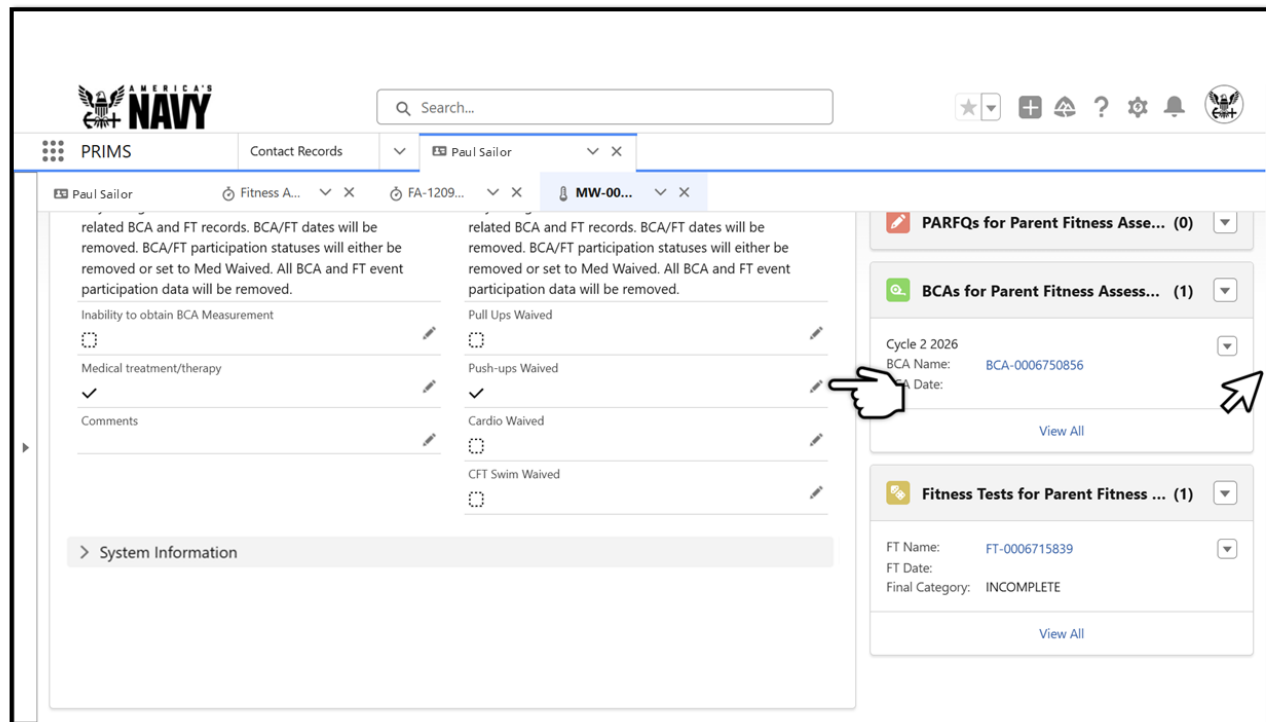
Step-By-Step
Instructions



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 PRIMS system interface. The top navigation bar includes the PRIMS logo, a search bar, and various icons. The main content area displays a medical waiver form for Paul Sailor. The form is divided into several sections: 'related BCA and FT records', 'Fitness A...', 'FA-1209...', and 'MW-00...'. The 'MW-00...' section contains a list of fitness tests with checkboxes for 'Waived' or 'Not Waived'. A hand icon points to the 'Push-ups Waived' field, and another hand icon points to the 'Edit' icon in the 'BCAs for Parent Fitness Assessment' section. The 'BCAs for Parent Fitness Assessment' section shows details for Cycle 2 2026, including the BCA Name (BCA-0006750856) and the Date. The 'Fitness Tests for Parent Fitness Assessment' section shows details for FT Name (FT-0006715839), FT Date, and Final Category (INCOMPLETE).

Step 5 of 6: Scroll down 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

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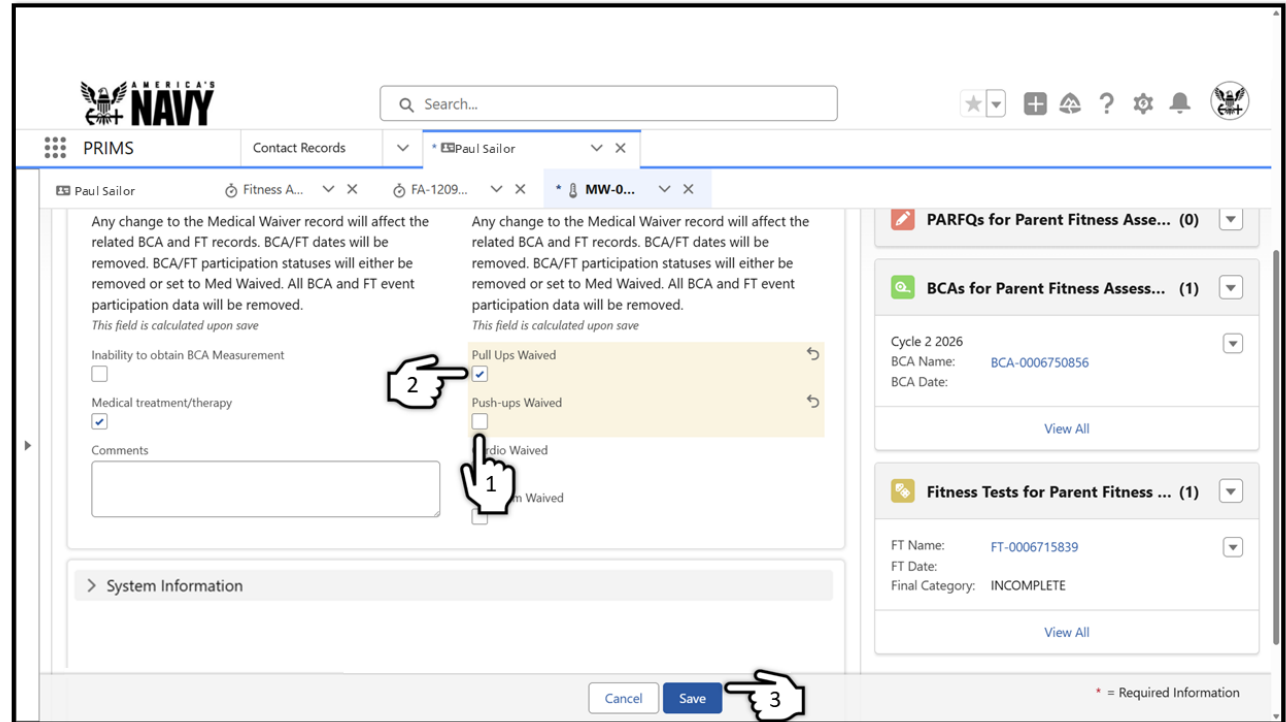
 Learning Targets

 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.




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 pull-ups event. Select **Save** when complete.

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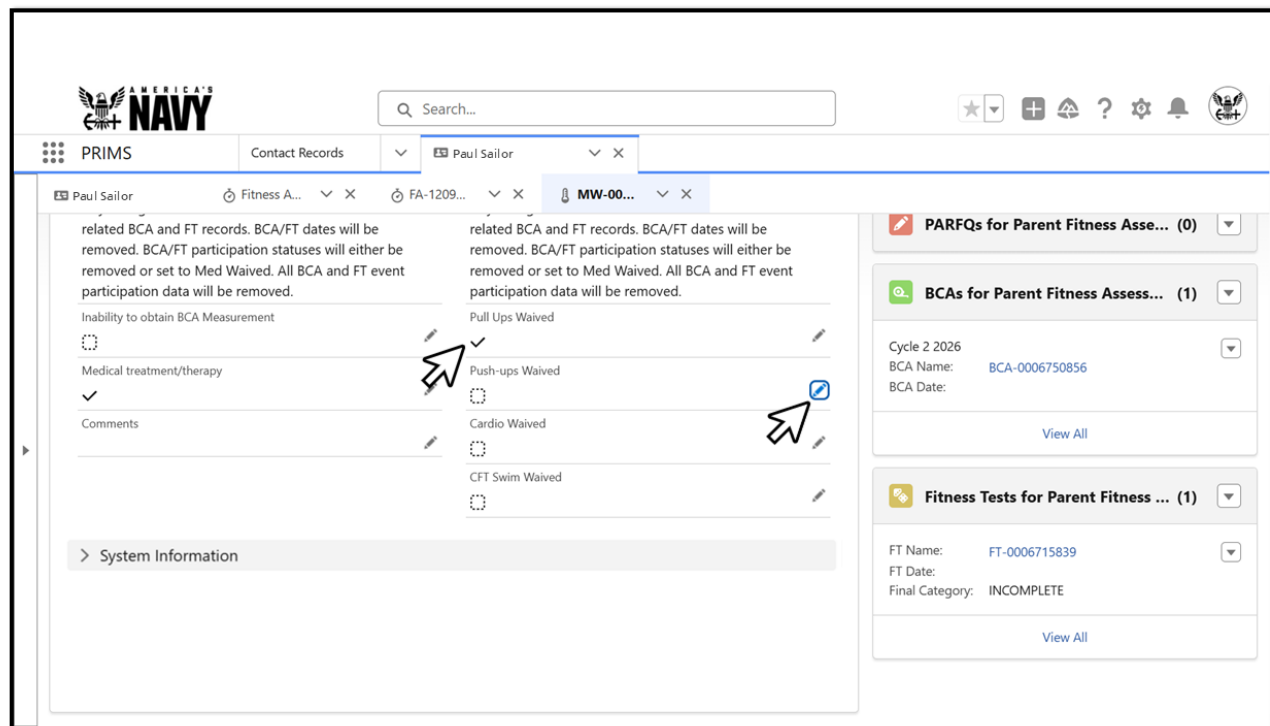
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Quick Steps



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 PRIMS (Physical Readiness Information Management System) interface. At the top, there's a search bar and a user profile for 'Paul Sailor'. Below this, there are tabs for 'Contact Records' and 'Fitness A...'. The main content area displays a list of waiver items with checkboxes for 'Waived' status. The items include: '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', 'Pull Ups Waived', 'Push-ups Waived', 'Cardio Waived', and 'CFT Swim Waived'. A 'System Information' section is visible at the bottom. On the right side, there are sections for 'PARQs for Parent Fitness Asse...' and 'BCAs for Parent Fitness Assess...', each with a 'View All' link. The interface is designed for desktop use, with clear navigation and a structured layout.

The waiver is updated and edit mode is closed.

3 How To Edit a Medical Waiver

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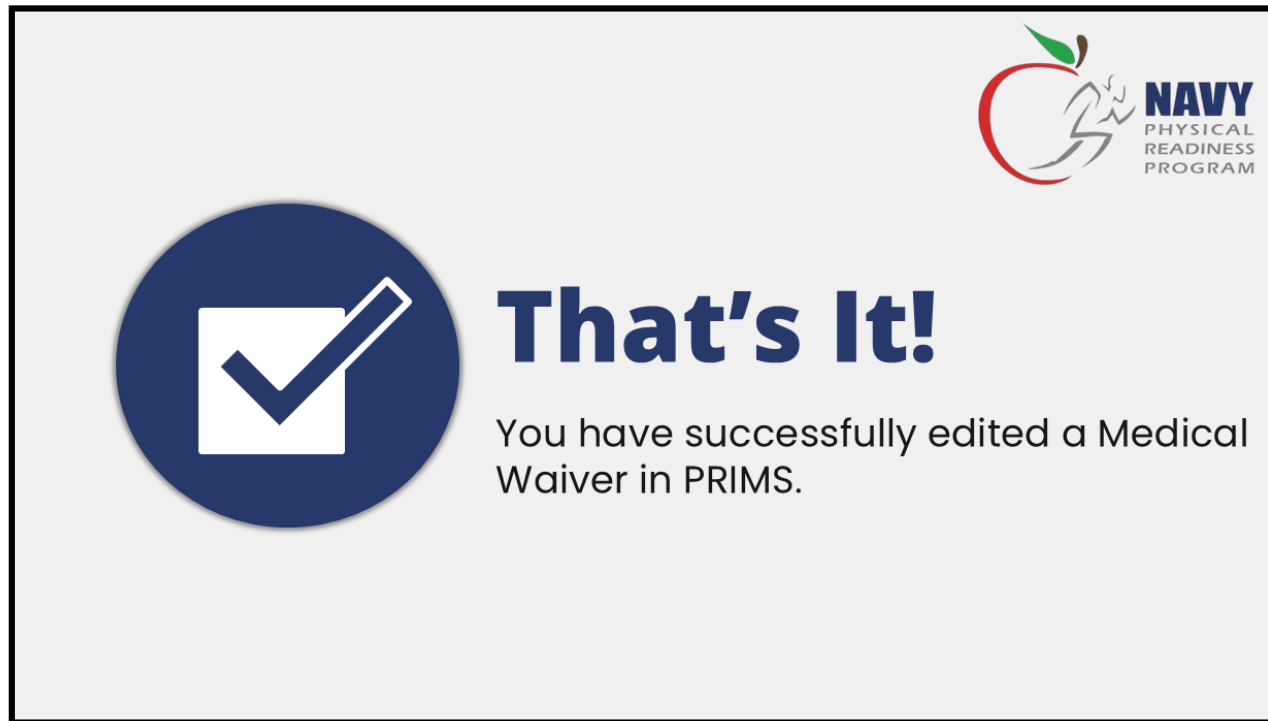
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.

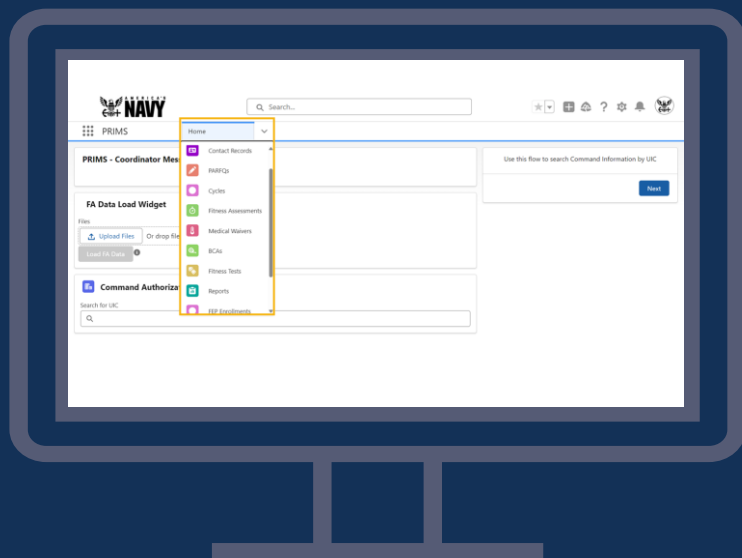


Continue to the BCA Lesson

Continue to the CFT lesson



BCA for CFA *Service Console Display*



[Start Tutorial](#)



Body Composition Assessment (BCA)



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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 PRP standards may have significant consequences on a Sailor's 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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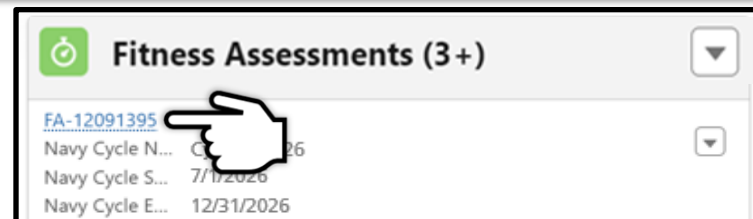
Step-By-Step
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Quick Steps



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



Fitness Assessments (3+)

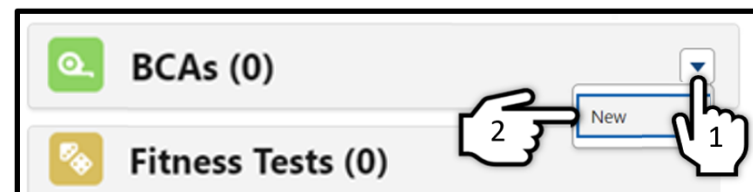
[FA-12091395](#)

Navy Cycle N... 7/1/2026

Navy Cycle S... 7/1/2026

Navy Cycle E... 12/31/2026

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

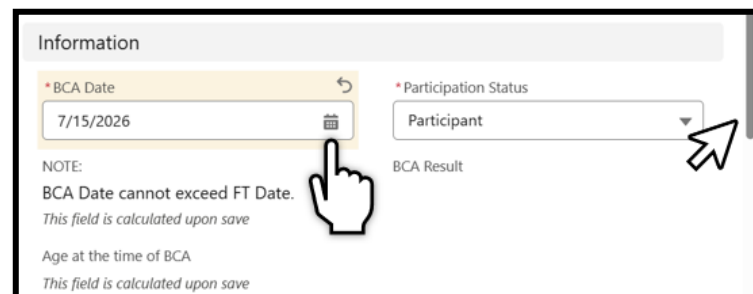


BCAs (0)

Fitness Tests (0)

New

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



Information

* BCA Date: 7/15/2026

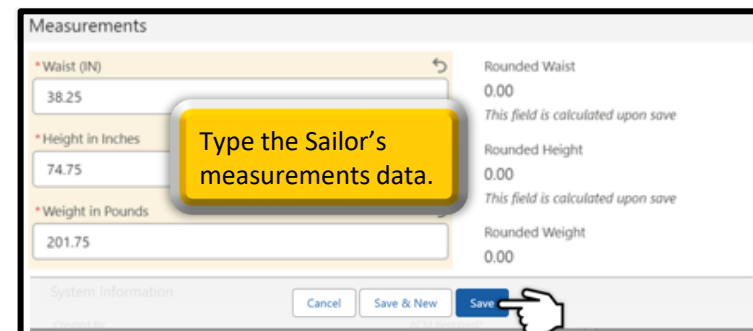
* Participation Status: Participant

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

Age at the time of BCA: This field is calculated upon save

BCA Result

- 4 Type 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**

Type 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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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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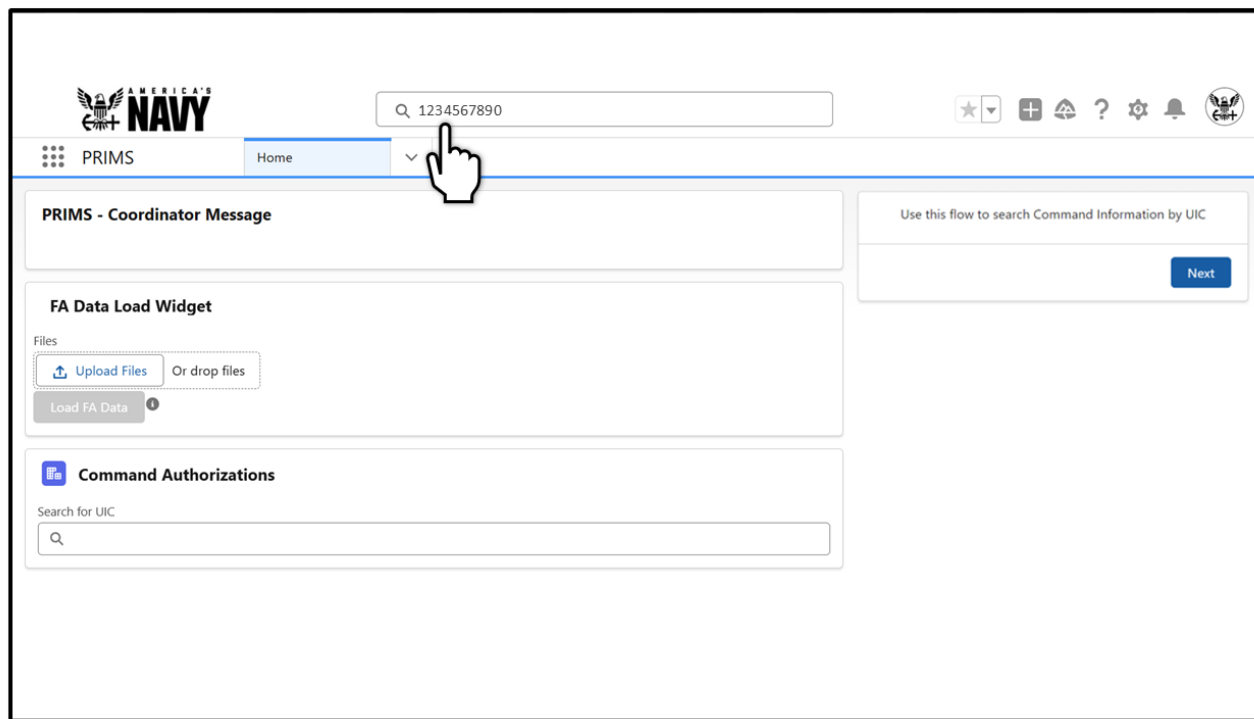
Step-By-Step
Instructions



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.



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

How To View a BCA

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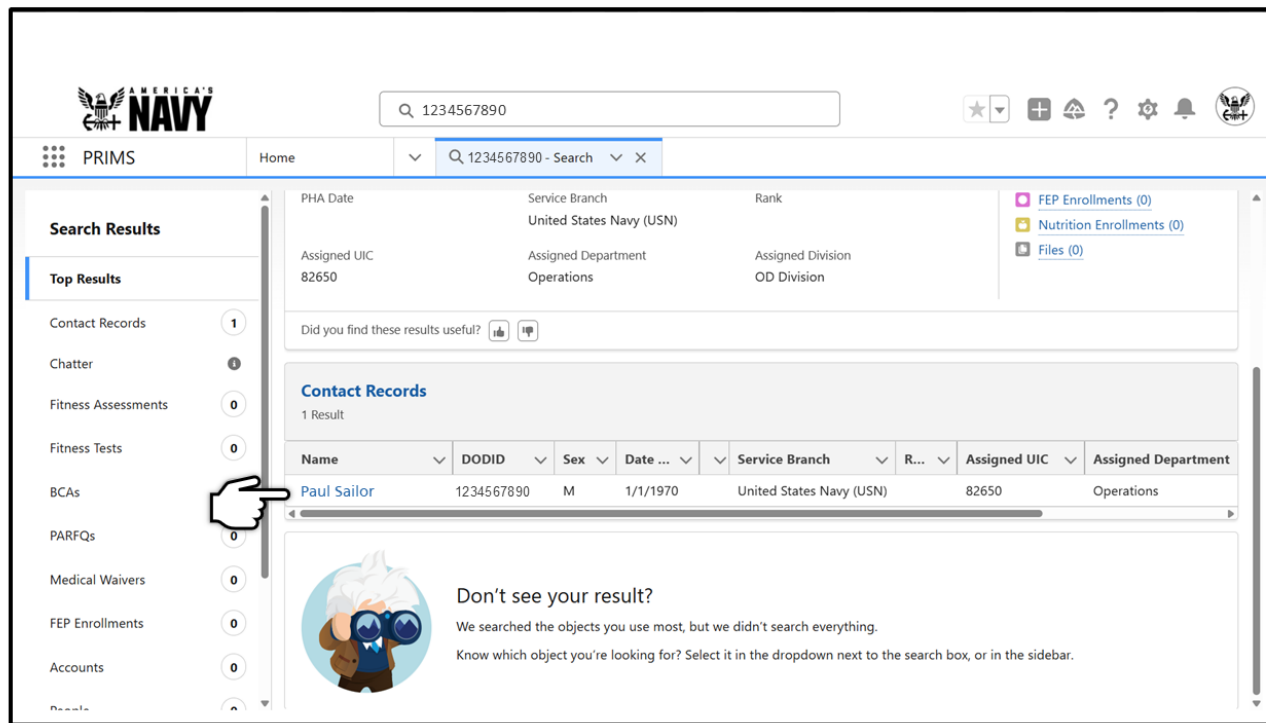
Step-By-Step
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Quick Steps



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.



PRIMS Home

Search: 1234567890

Search Results

Top Results

Contact Records 1

Chatter 0

Fitness Assessments 0

Fitness Tests 0

BCAs 0

PARFQs 0

Medical Waivers 0

FEP Enrollments 0

Accounts 0

PHA Date

Service Branch

Rank

Assigned UIC

Assigned Department

Assigned Division

United States Navy (USN)

Operations

OD Division

Did you find these results useful?

Contact Records

1 Result

Name	DODID	Sex	Date ...	Service Branch	R...	Assigned UIC	Assigned Department
Paul Sailor	1234567890	M	1/1/1970	United States Navy (USN)		82650	Operations

Don't see your result?

We searched the objects you use most, but we didn't search everything.

Know which object you're looking for? Select it in the dropdown next to the search box, or in the sidebar.

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

How To View a BCA

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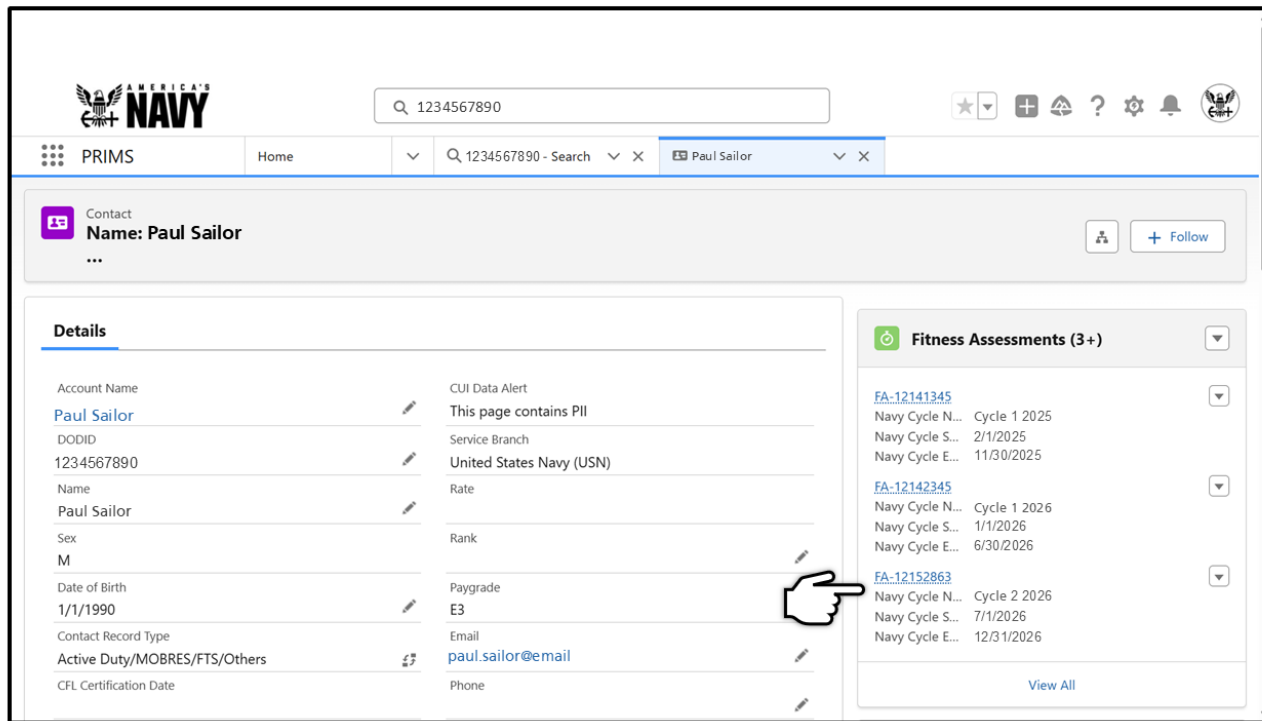
Step-By-Step
Instructions



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.



The screenshot shows the PRIMS (Physical Readiness Information Management System) interface. At the top, there's a search bar with the text "1234567890". Below the search bar, there are tabs for "PRIMS", "Home", and "Paul Sailor". The main content area is divided into two sections: "Details" and "Fitness Assessments (3+)". The "Details" section contains a table of personal and service information for Paul Sailor, including Account Name, DODID, Name, Sex, Date of Birth, Contact Record Type, and various alerts. The "Fitness Assessments" section lists three assessments with their respective cycle numbers and dates. A hand icon points to the "Fitness Assessments" section, indicating the next step in the process.

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

How To View a BCA

Step-By-Step Instructions



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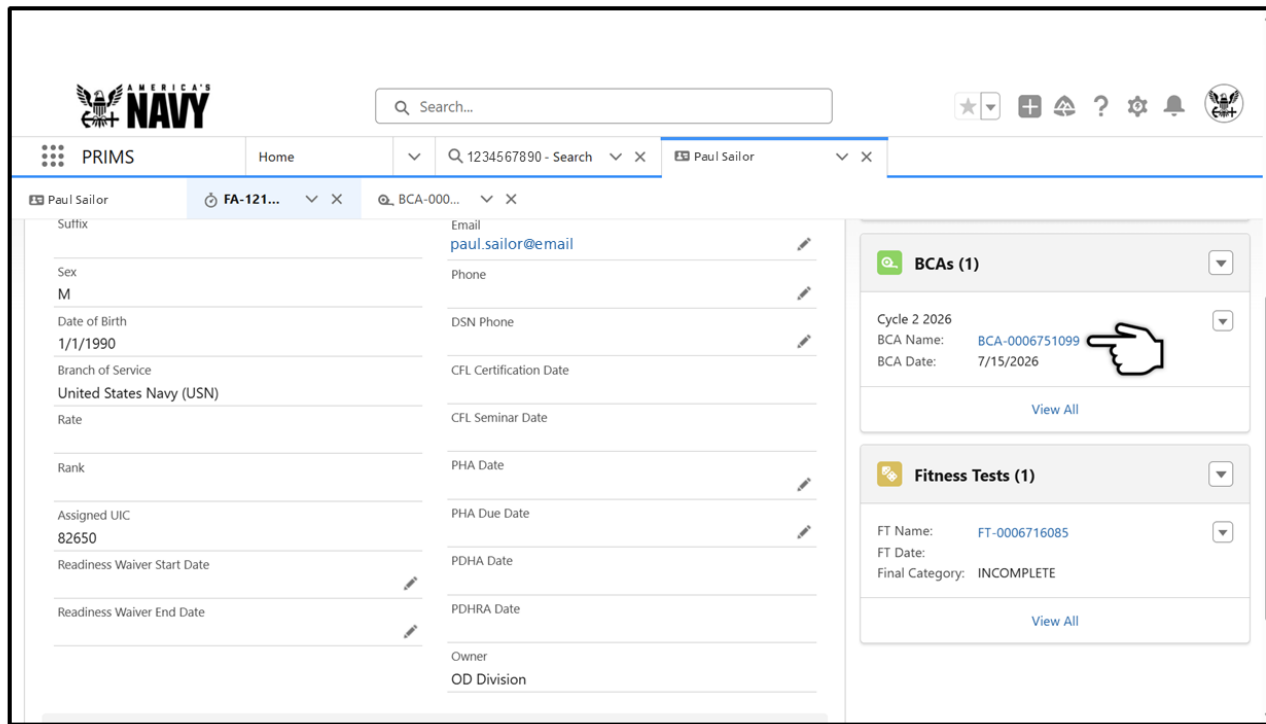
Step-By-Step
Instructions



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 PRIMS (Physical Readiness Information Management System) interface. The user profile for 'Paul Sailor' is displayed. The 'BCAs (1)' section on the right sidebar shows a list of BCAs. A hand icon points to the 'BCA Name' hyperlink 'BCA-0006751099'.

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

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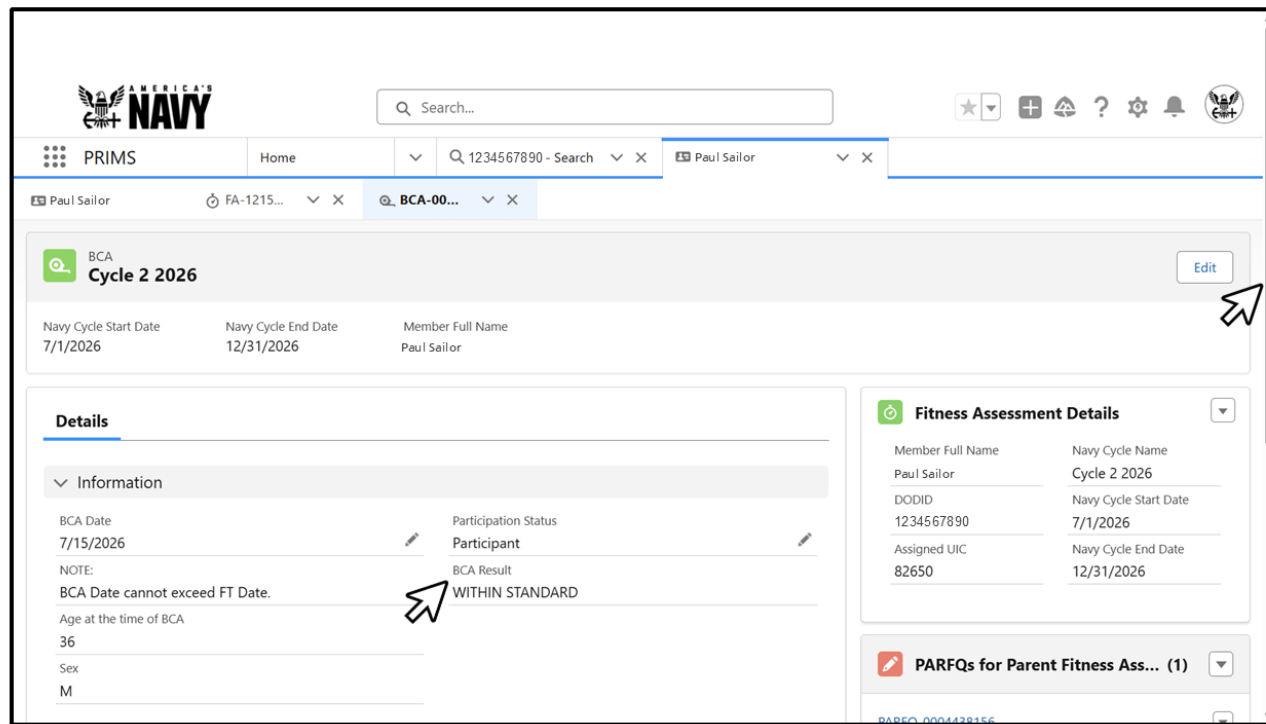
Step-By-Step
Instructions



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 PRIMS interface for a user named Paul Sailor. The page displays the following information:

- BCA Cycle 2 2026** (with an **Edit** button)
- Navy Cycle Start Date:** 7/1/2026
- Navy Cycle End Date:** 12/31/2026
- Member Full Name:** Paul Sailor

The **Details** section is expanded, showing the following information:

- Information:**
 - BCA Date:** 7/15/2026
 - Participation Status:** Participant
 - BCA Result:** WITHIN STANDARD
 - NOTE:** BCA Date cannot exceed FT Date.
 - Age at the time of BCA:** 36
 - Sex:** M

The **Fitness Assessment Details** section shows the following information:

- 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

At the bottom, there is a section for **PARFQs for Parent Fitness Ass... (1)** with a dropdown menu.

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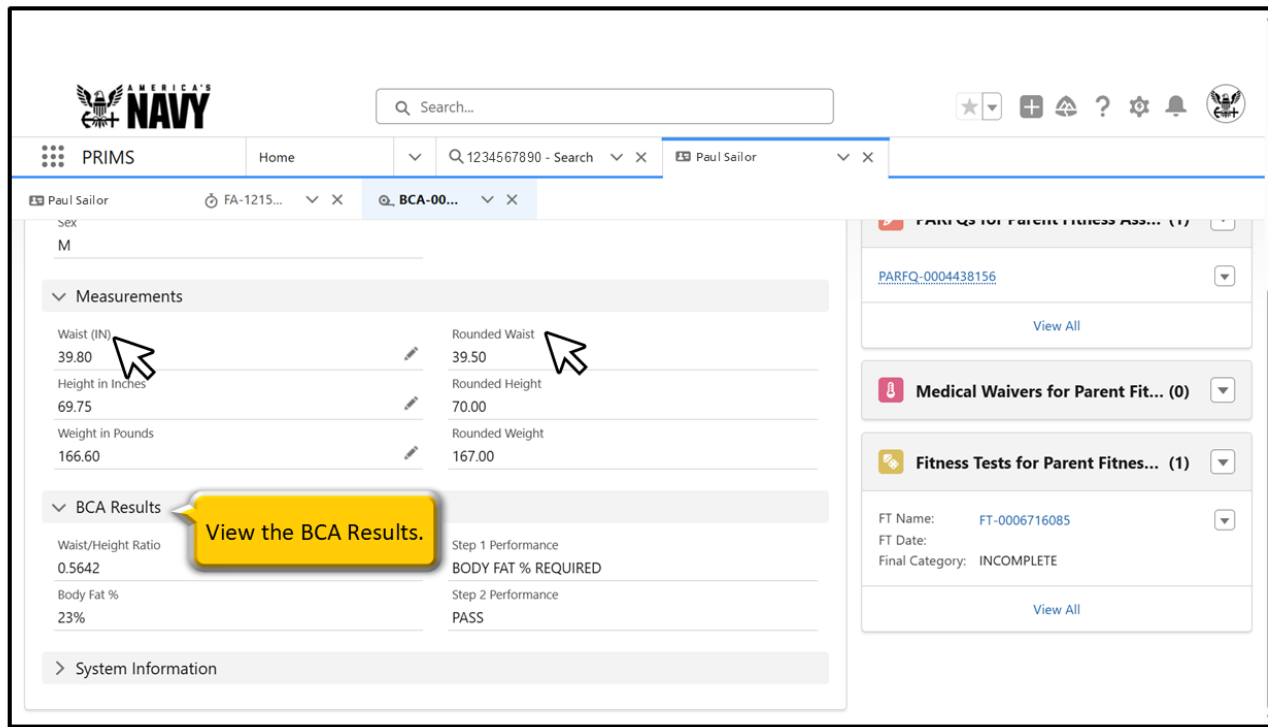
Step-By-Step
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



The screenshot shows the PRIMS interface for a sailor named Paul Sailor. The interface includes a search bar, navigation tabs (PRIMS, Home), and a sidebar with various filters. The main content area displays the sailor's profile, including sex (M), measurements (Waist, Height, Weight), and BCA Results (Waist/Height Ratio, Body Fat %). A yellow callout box points to the 'View the BCA Results.' link. The right sidebar shows medical waivers and fitness tests.

Measurements	
Waist (IN)	Rounded Waist
39.80	39.50
Height in Inches	Rounded Height
69.75	70.00
Weight in Pounds	Rounded Weight
166.60	167.00

BCA Results	
Waist/Height Ratio	Step 1 Performance
0.5642	BODY FAT % REQUIRED
Body Fat %	Step 2 Performance
23%	PASS

[View the BCA Results.](#)

View the BCA raw and rounded measurement data.

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.



Overview



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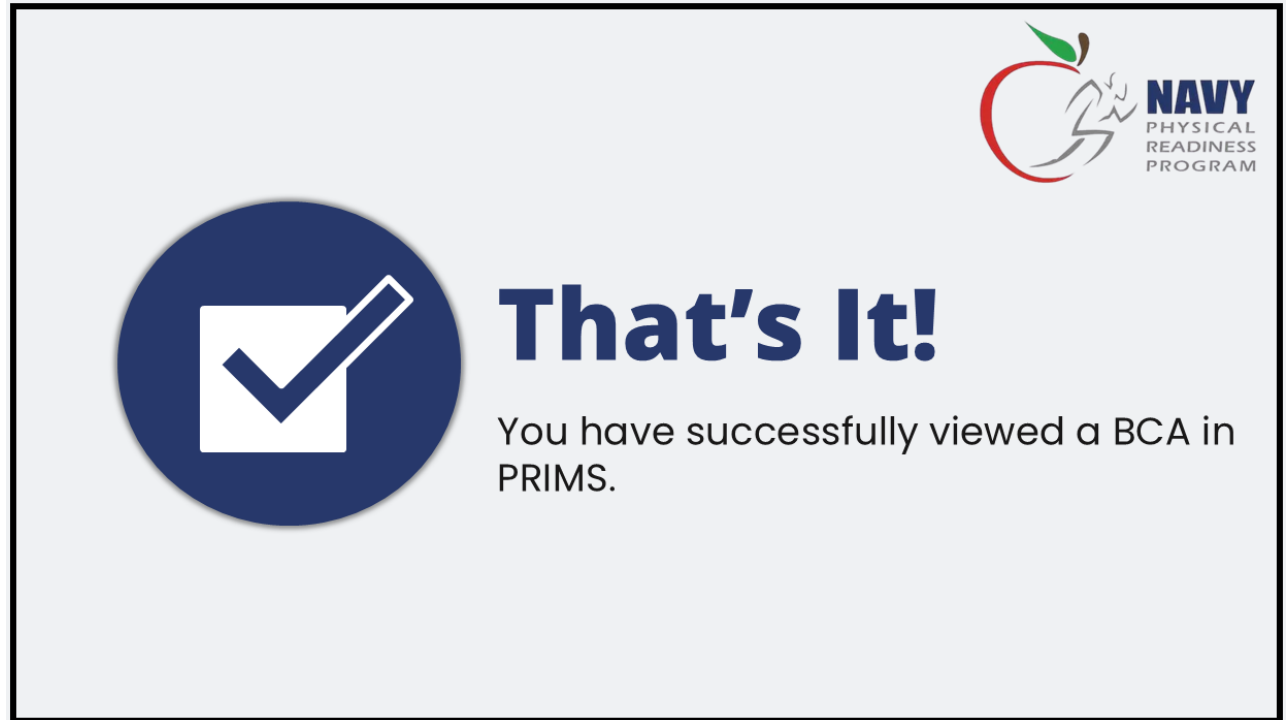
Learning Targets



Step-By-Step
Instructions



Quick Steps



Continue to Create a BCA

How To Create a BCA

Step-By-Step Instructions



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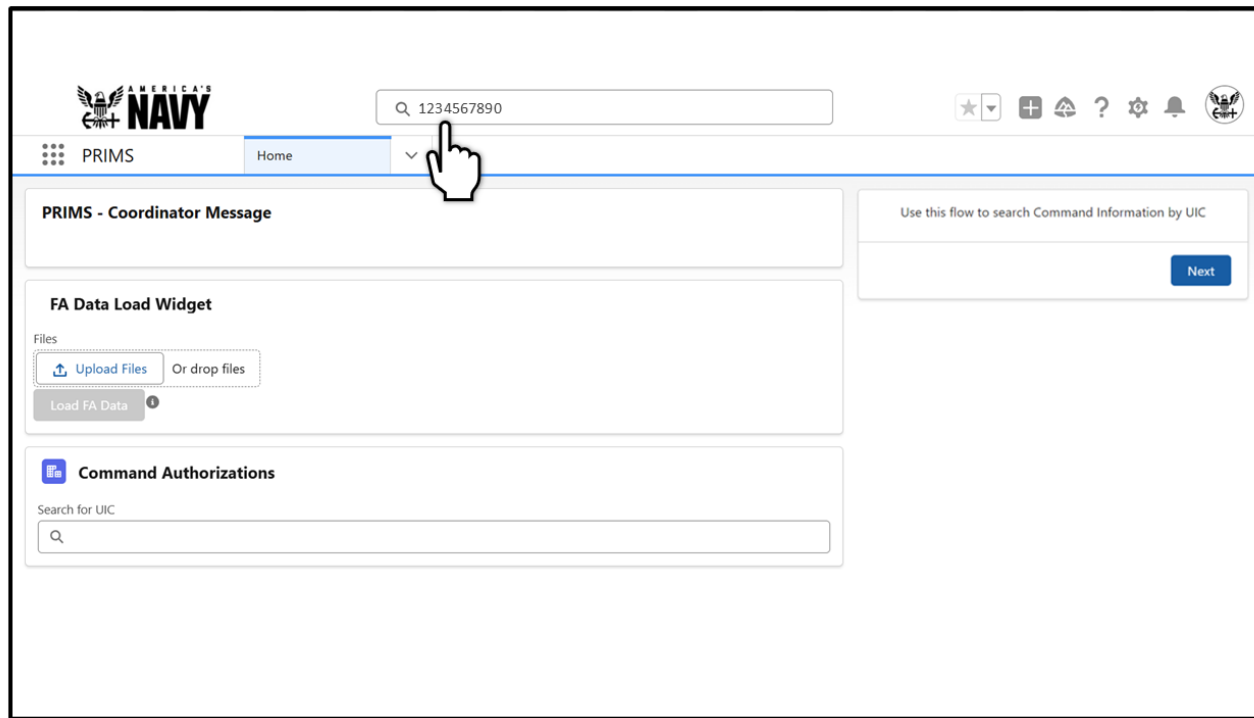
Step-By-Step
Instructions



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.



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

How To Create a BCA

Step-By-Step Instructions



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Learning Targets



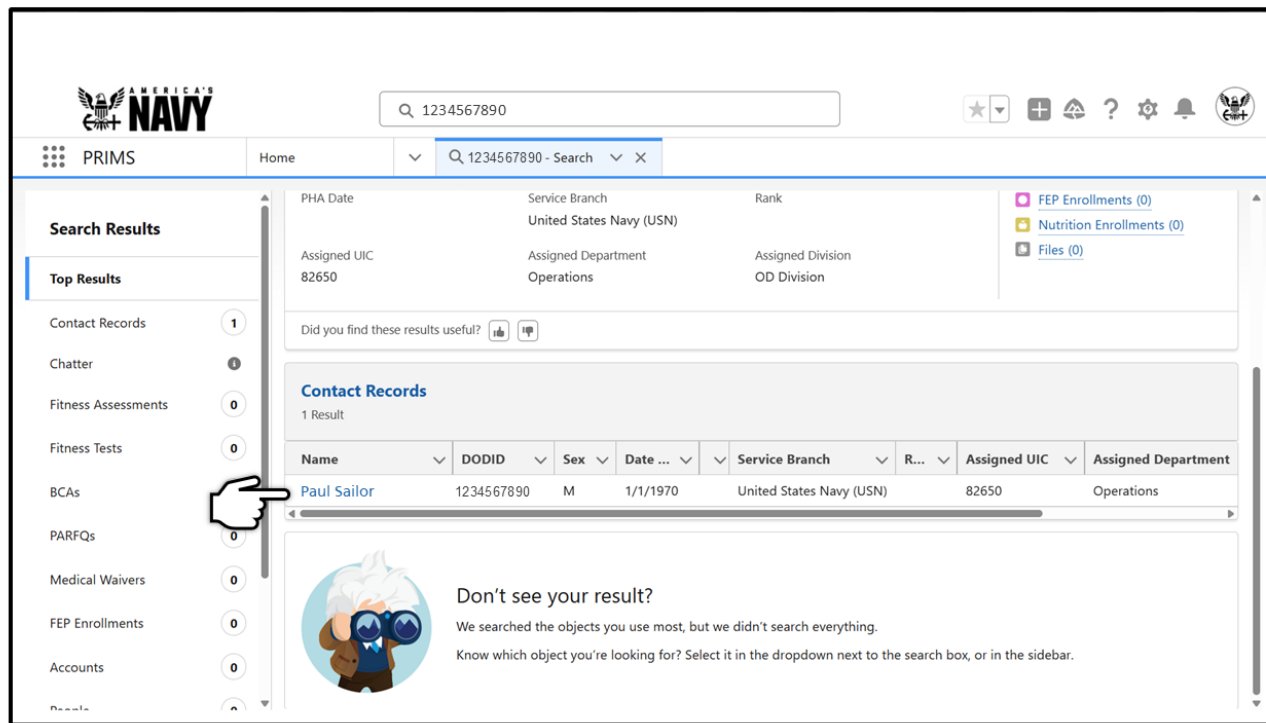
Step-By-Step
Instructions



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.



PRIMS Home Q 1234567890 - Search X

Search Results

Top Results

Contact Records 1

Chatter 0

Fitness Assessments 0

Fitness Tests 0

BCAs 0

PARFQs 0

Medical Waivers 0

FEP Enrollments 0

Accounts 0

PHA Date Service Branch Rank
Assigned UIC Assigned Department Assigned Division
82650 Operations OD Division

Did you find these results useful?

Contact Records

1 Result

Name	DODID	Sex	Date ...	Service Branch	R...	Assigned UIC	Assigned Department
Paul Sailor	1234567890	M	1/1/1970	United States Navy (USN)		82650	Operations

Don't see your result?

We searched the objects you use most, but we didn't search everything.

Know which object you're looking for? Select it in the dropdown next to the search box, or in the sidebar.

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

How To Create a BCA

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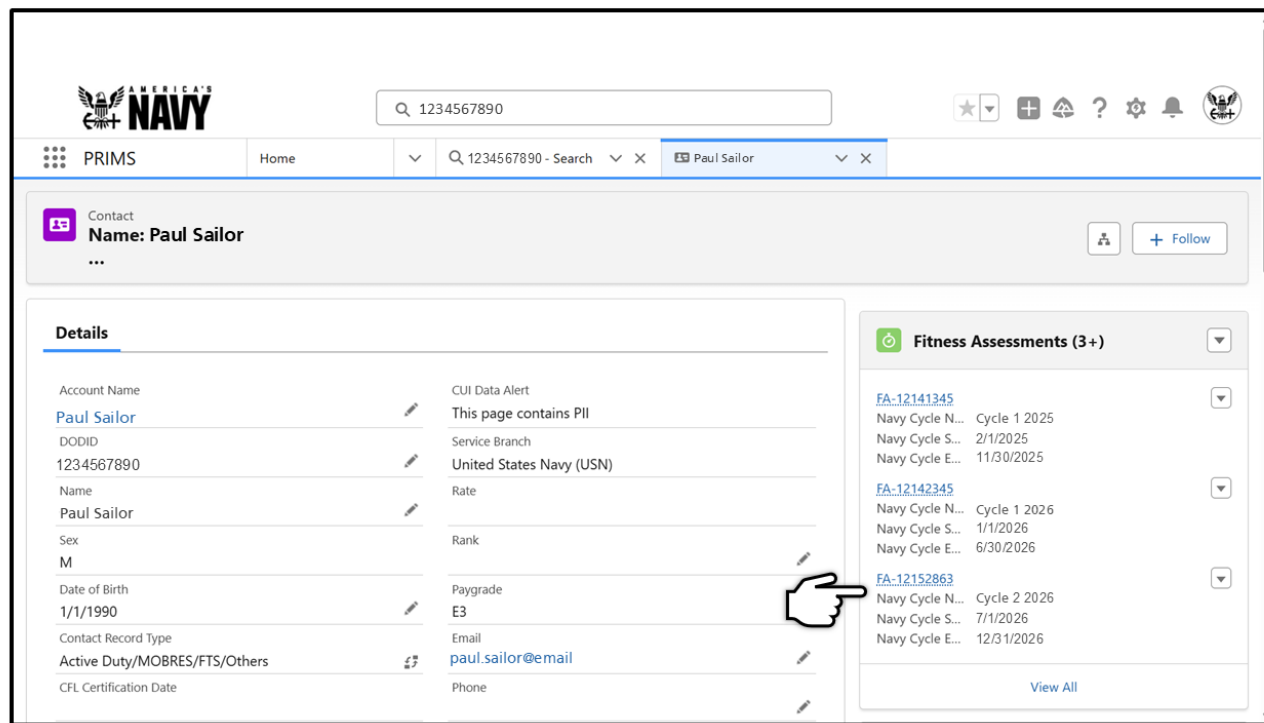
Step-By-Step
Instructions



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.



The screenshot shows the PRIMS (Physical Readiness Information Management System) interface. At the top, there's a search bar with the text "1234567890". Below the search bar, the interface is divided into sections. The left section, titled "Details", lists various personal and service information for "Paul Sailor". The right section, titled "Fitness Assessments (3+)", displays a list of fitness assessments with their respective cycle numbers and dates. A hand icon points to the "FA-12152863" entry in the fitness assessments list.

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-12141345	
Navy Cycle N...	Cycle 1 2025
Navy Cycle S...	2/1/2025
Navy Cycle E...	11/30/2025
FA-12142345	
Navy Cycle N...	Cycle 1 2026
Navy Cycle S...	1/1/2026
Navy Cycle E...	6/30/2026
FA-12152863	
Navy Cycle N...	Cycle 2 2026
Navy Cycle S...	7/1/2026
Navy Cycle E...	12/31/2026

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



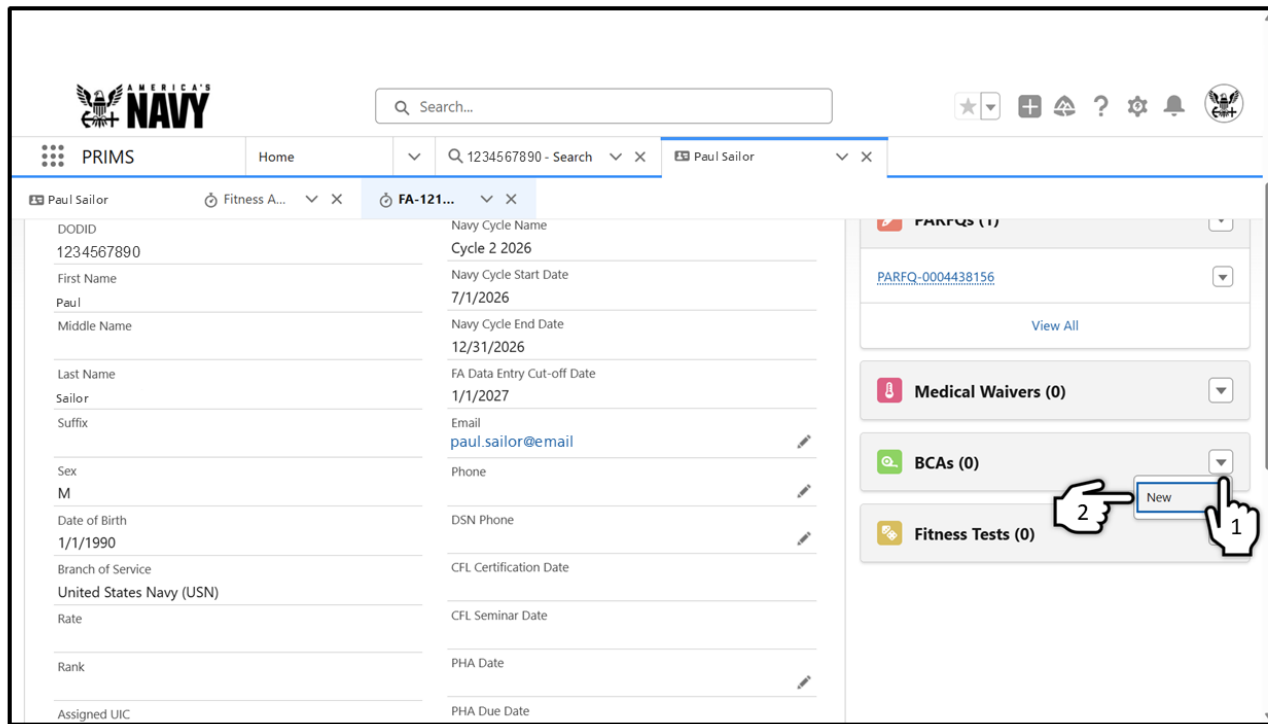
Step-By-Step
Instructions



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 PRIMS (Physical Readiness Information Management System) interface. The top navigation bar includes the PRIMS logo, a search bar, and user information for 'Paul Sailor'. The main content area displays the sailor's profile on the left, including details like DODID (1234567890), First Name (Paul), Middle Name, Last Name (Sailor), Sex (M), Date of Birth (1/1/1990), Branch of Service (United States Navy (USN)), Rate, Rank, and Assigned UIC. On the right, there are sections for 'Medical Waivers (0)', 'BCAs (0)', and 'Fitness Tests (0)'. The 'BCAs (0)' section is highlighted, and a dropdown menu is open, showing the option 'New'. A hand icon with the number '1' points to the 'New' button, and another hand icon with the number '2' points to the 'BCAs (0)' dropdown menu.

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



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Learning Targets



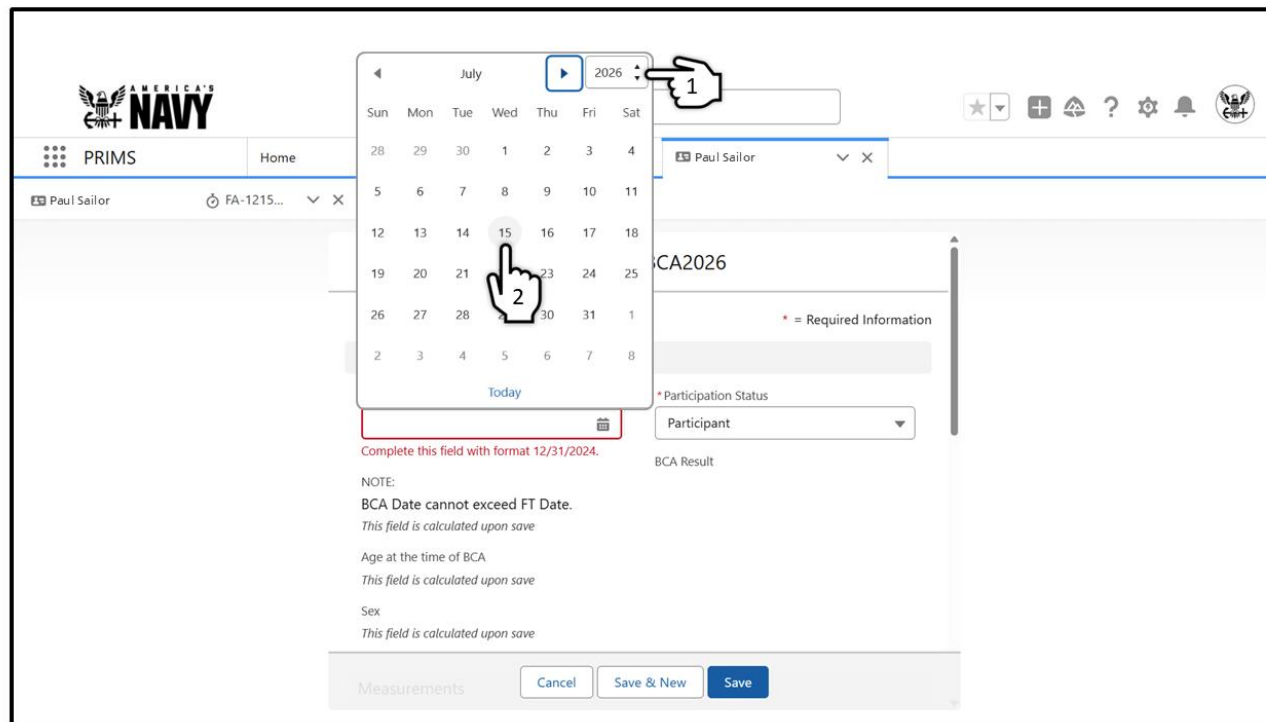
Step-By-Step
Instructions



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 5 of 9: 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



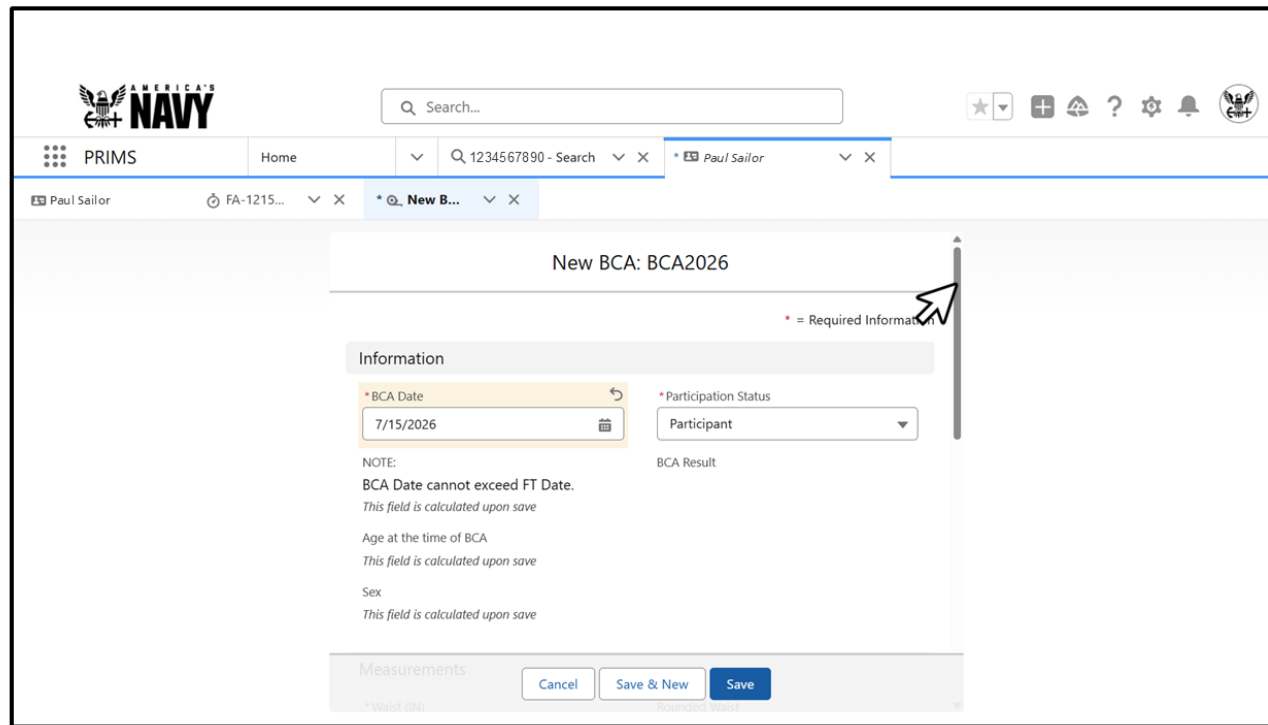
Step-By-Step
Instructions



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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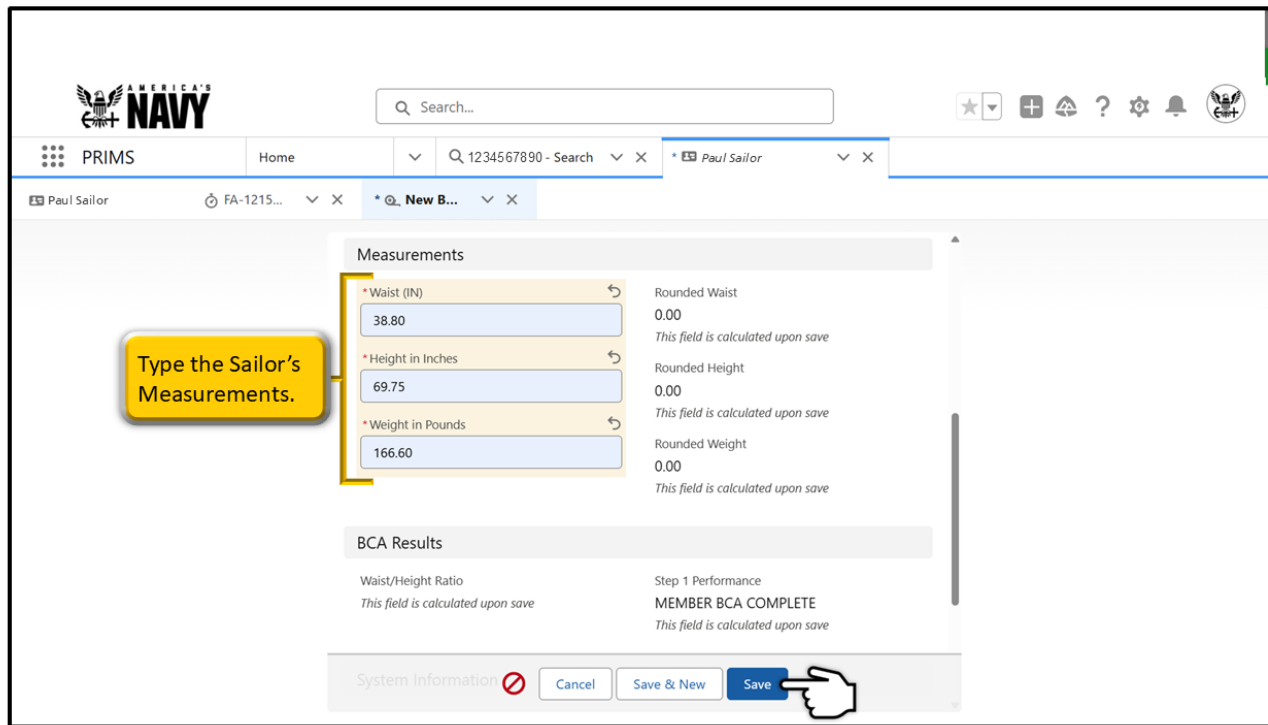
Step-By-Step
Instructions



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.



The screenshot shows the PRIMS (Physical Readiness Information Management System) interface. The top navigation bar includes the Navy logo, a search bar, and user information for 'Paul Sailor'. The main content area is titled 'Measurements' and contains three input fields: 'Waist (IN)' with a value of 38.80, 'Height in Inches' with a value of 69.75, and 'Weight in Pounds' with a value of 166.60. To the right of these fields are calculated values for 'Rounded Waist', 'Rounded Height', and 'Rounded Weight', all showing 0.00. Below the measurements section is the 'BCA Results' section, which displays 'Waist/Height Ratio' and 'Step 1 Performance' (MEMBER BCA COMPLETE). At the bottom of the form are buttons for 'System Information', 'Cancel', 'Save & New', and 'Save'. A yellow callout box with the text 'Type the Sailor's Measurements.' points to the input fields. A hand icon points to the 'Save' button.

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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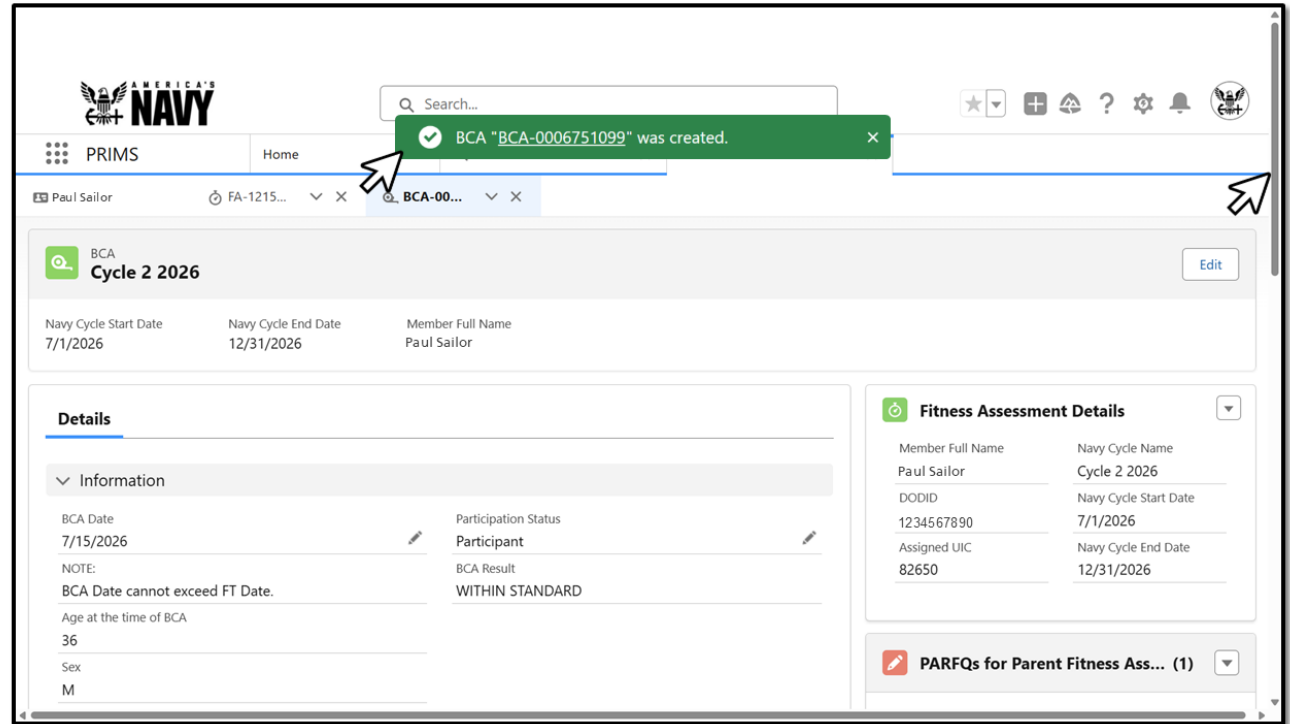
Step-By-Step
Instructions



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 PRIMS interface. At the top, a green banner with a checkmark icon states: "BCA 'BCA-0006751099' was created." Below the banner, the main content area displays the details for the newly created BCA. The header shows "BCA Cycle 2 2026" with an "Edit" button. Below this, a table lists the following information:

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

Below the table, there are two sections: "Details" and "Fitness Assessment Details".

Details

Information

BCA Date	7/15/2026	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

At the bottom right, there is a section for "PARFQs for Parent Fitness Ass... (1)" with a dropdown arrow.

Step 8 of 9: A banner displays to confirm the BCA's creation. Scroll to view the **Measurement** details.

How To Create a BCA

Step-By-Step Instructions



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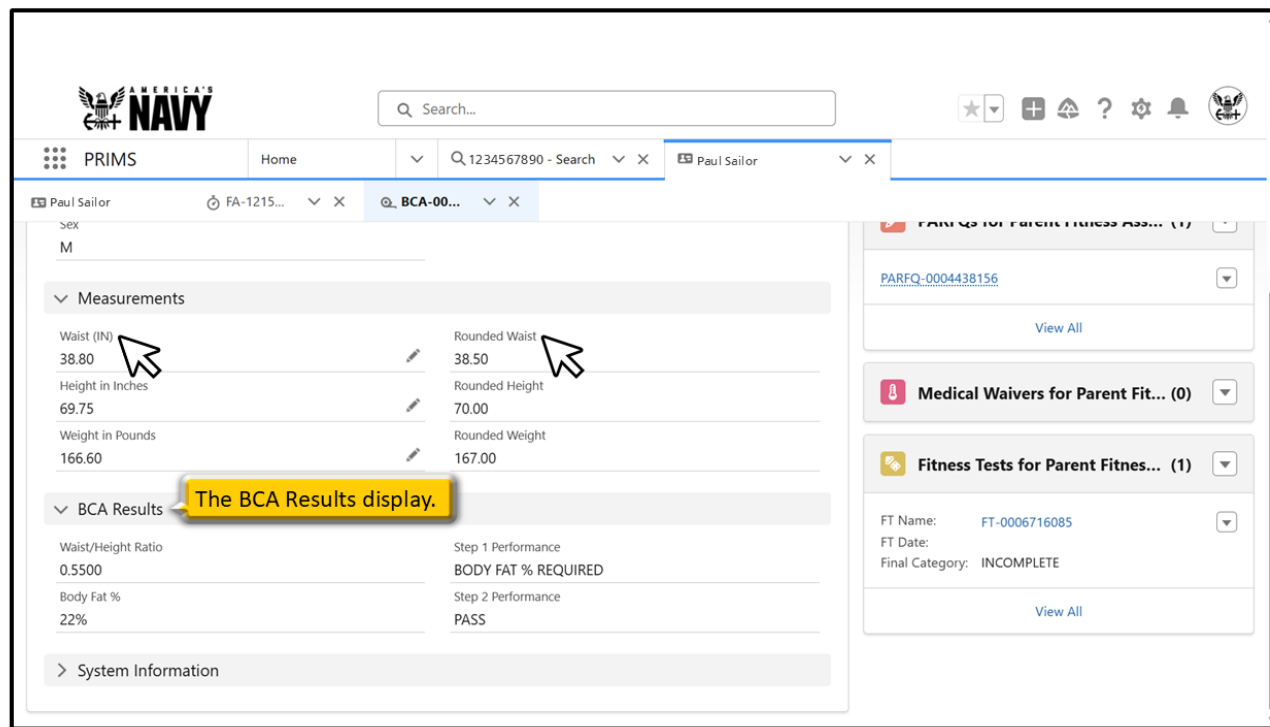
Step-By-Step
Instructions



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.



PRIMS Home Search 1234567890 - Search Paul Sailor

Paul Sailor FA-1215... BCA-00...

Sex: M

Measurements

Waist (IN)	38.80	Rounded Waist	38.50
Height in Inches	69.75	Rounded Height	70.00
Weight in Pounds	166.60	Rounded Weight	167.00

BCA Results

Waist/Height Ratio	0.5500	Step 1 Performance	BODY FAT % REQUIRED
Body Fat %	22%	Step 2 Performance	PASS

> System Information

Medical Waivers for Parent Fit... (0)

Fitness Tests for Parent Fitness... (1)

FT Name: FT-0006716085

FT Date:

Final Category: INCOMPLETE

View All

Step 9 of 9: 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.



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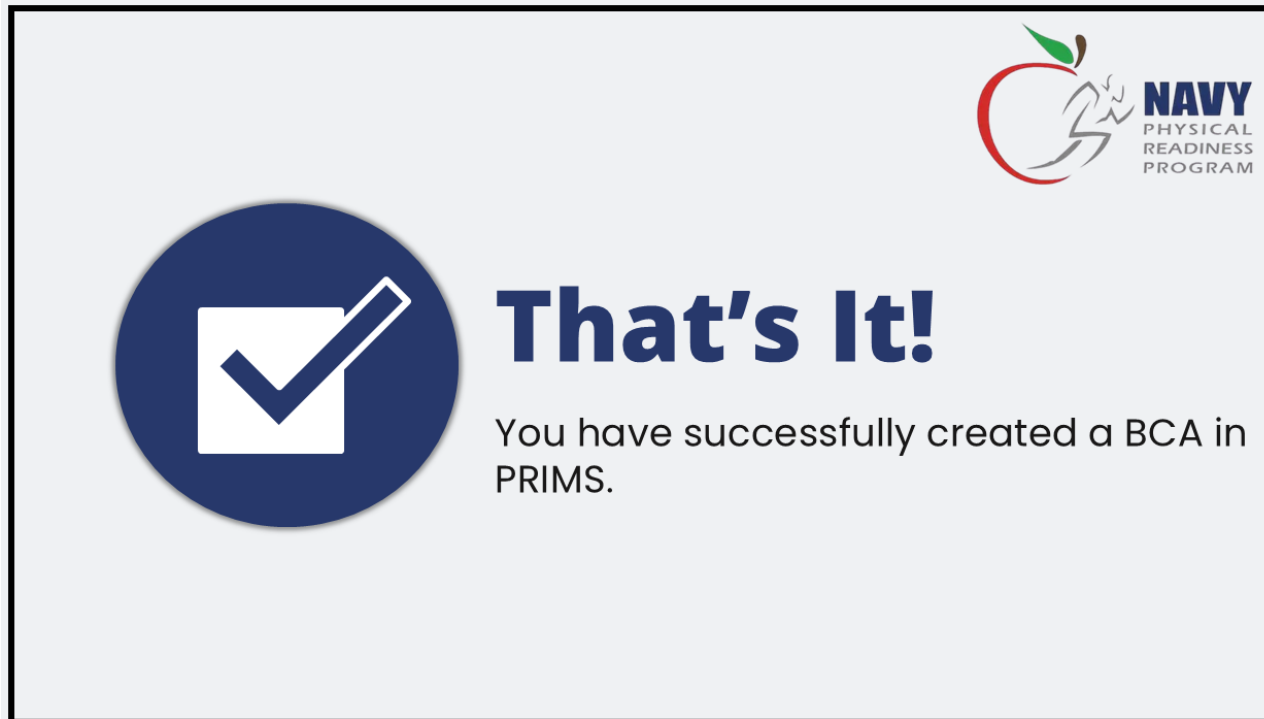
Learning Targets



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Quick Steps



Continue to Edit a BCA

How To Edit a BCA

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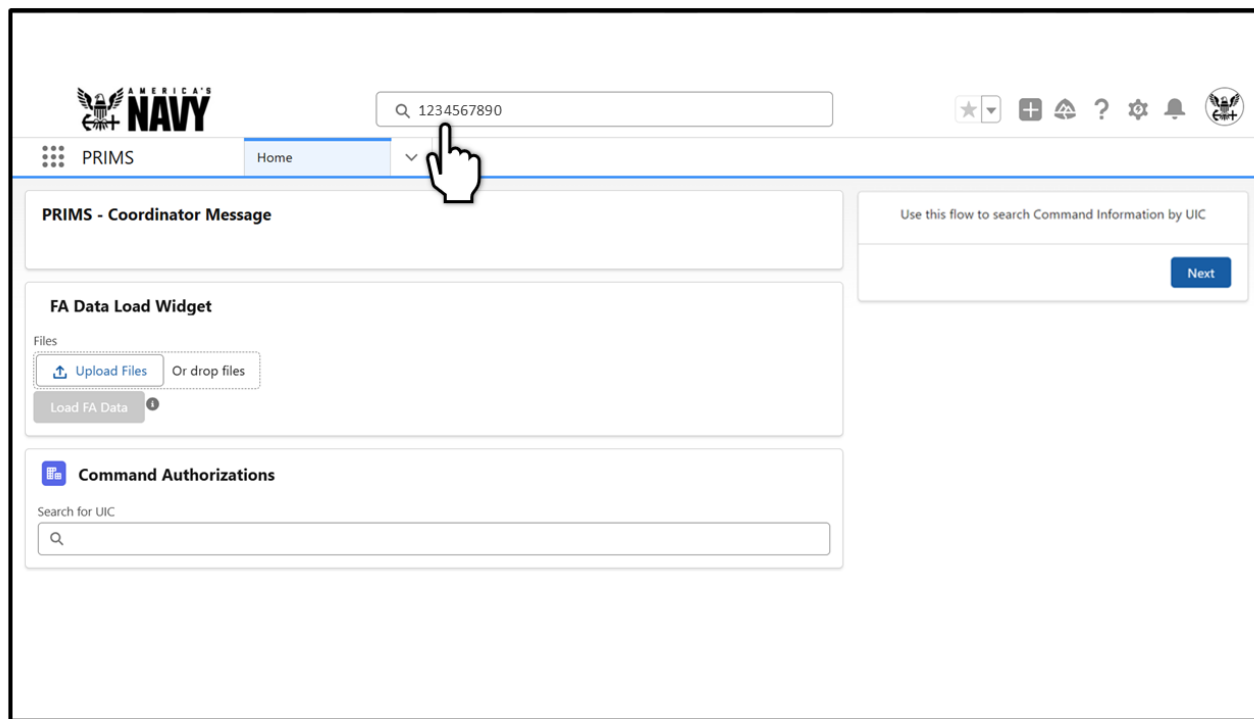
Step-By-Step
Instructions



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.



The screenshot shows the NAVY PRIMS interface. At the top, there is a search bar with the text "Q 1234567890". Below the search bar, there is a navigation bar with "PRIMS" and "Home" tabs. A hand icon is pointing to the "Home" tab. The main content area is titled "PRIMS - Coordinator Message". It contains a section for "FA Data Load Widget" with a "Files" section and a "Load FA Data" button. Below this is a "Command Authorizations" section with a "Search for UIC" field. On the right side, there is a sidebar with a "Next" button and a search flow instruction.



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



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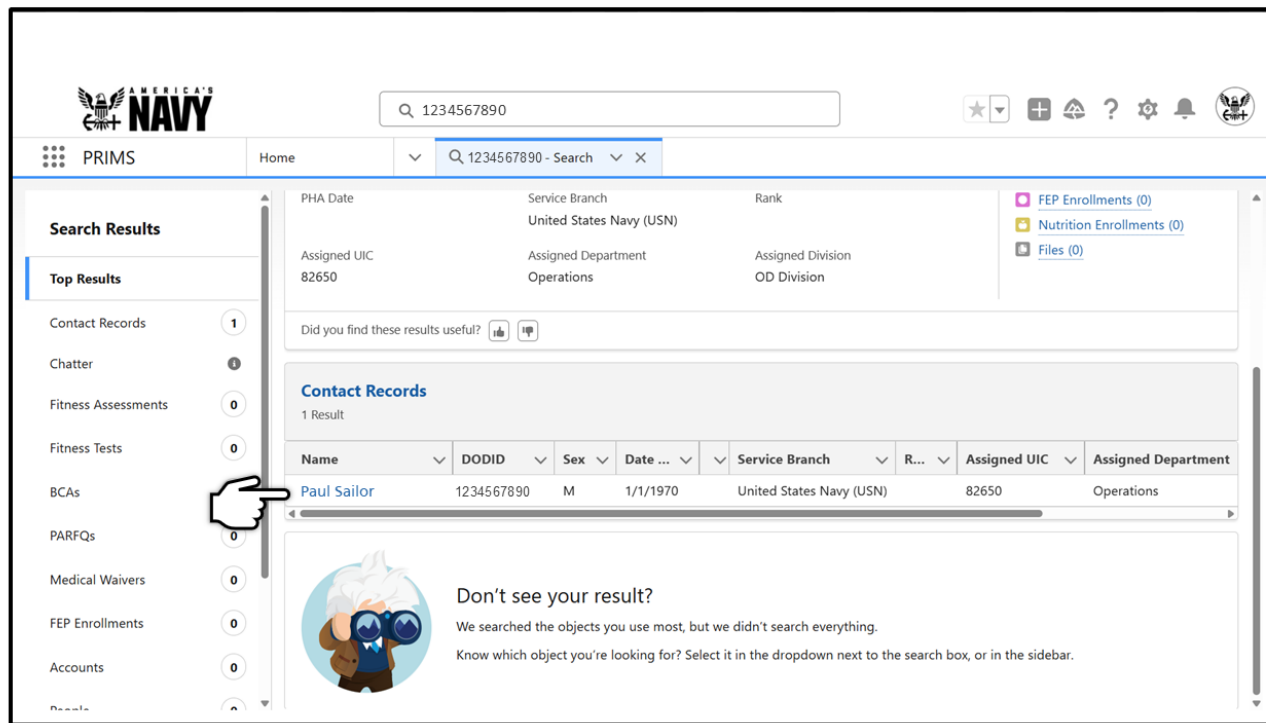
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



Search Results

Top Results

- Contact Records 1
- Chatter 0
- Fitness Assessments 0
- Fitness Tests 0
- BCAs 0
- PARFQs 0
- Medical Waivers 0
- FEP Enrollments 0
- Accounts 0

Search Results

PHIA Date: 1234567890

Service Branch: United States Navy (USN)

Rank: OD Division

Assigned UIC: 82650

Assigned Department: Operations

Assigned Division: OD Division

Did you find these results useful? ☐ ☐

Contact Records

1 Result

Name	DODID	Sex	Date ...	Service Branch	R...	Assigned UIC	Assigned Department
Paul Sailor	1234567890	M	1/1/1970	United States Navy (USN)		82650	Operations

Don't see your result?

We searched the objects you use most, but we didn't search everything. Know which object you're looking for? Select it in the dropdown next to the search box, or in the sidebar.

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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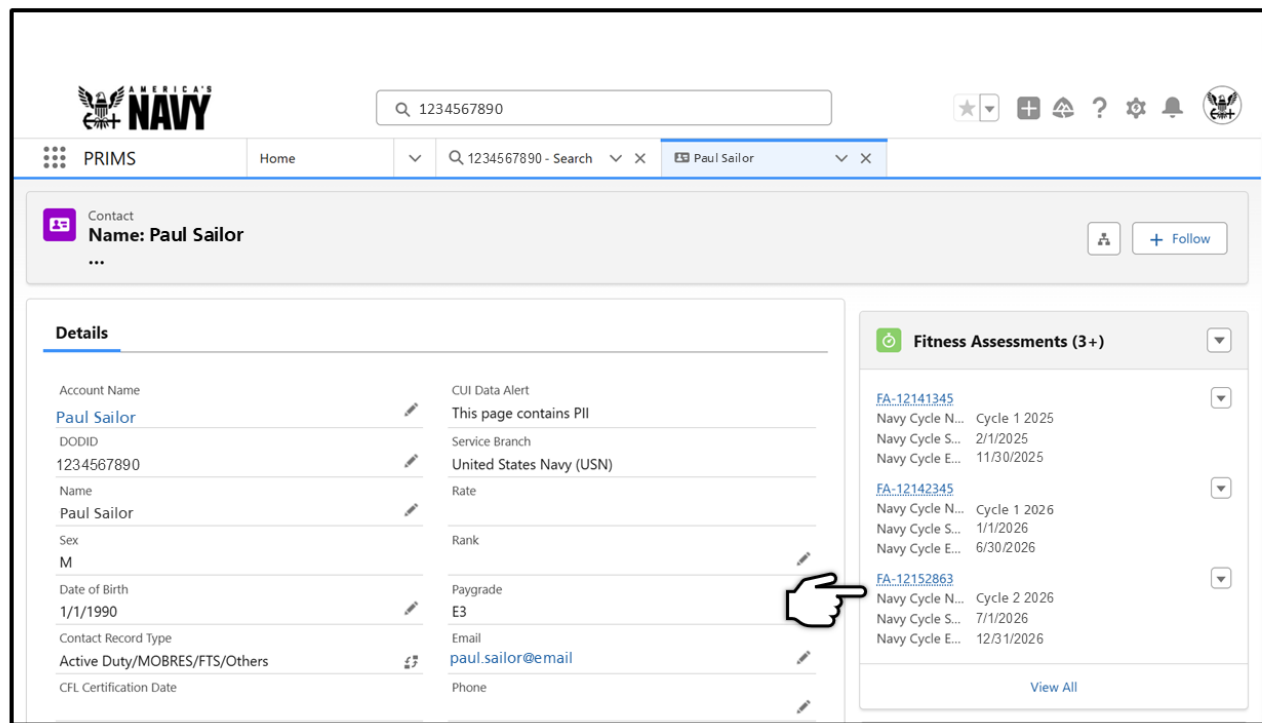
Step-By-Step
Instructions



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.



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	Active Duty/MOBRES/FTS/Others	Email	paul.sailor@email
CFL Certification Date		Phone	

Fitness Assessments (3+)

- [FA-12141345](#)
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- [FA-12142345](#)
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- [FA-12152863](#)
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

[View All](#)

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



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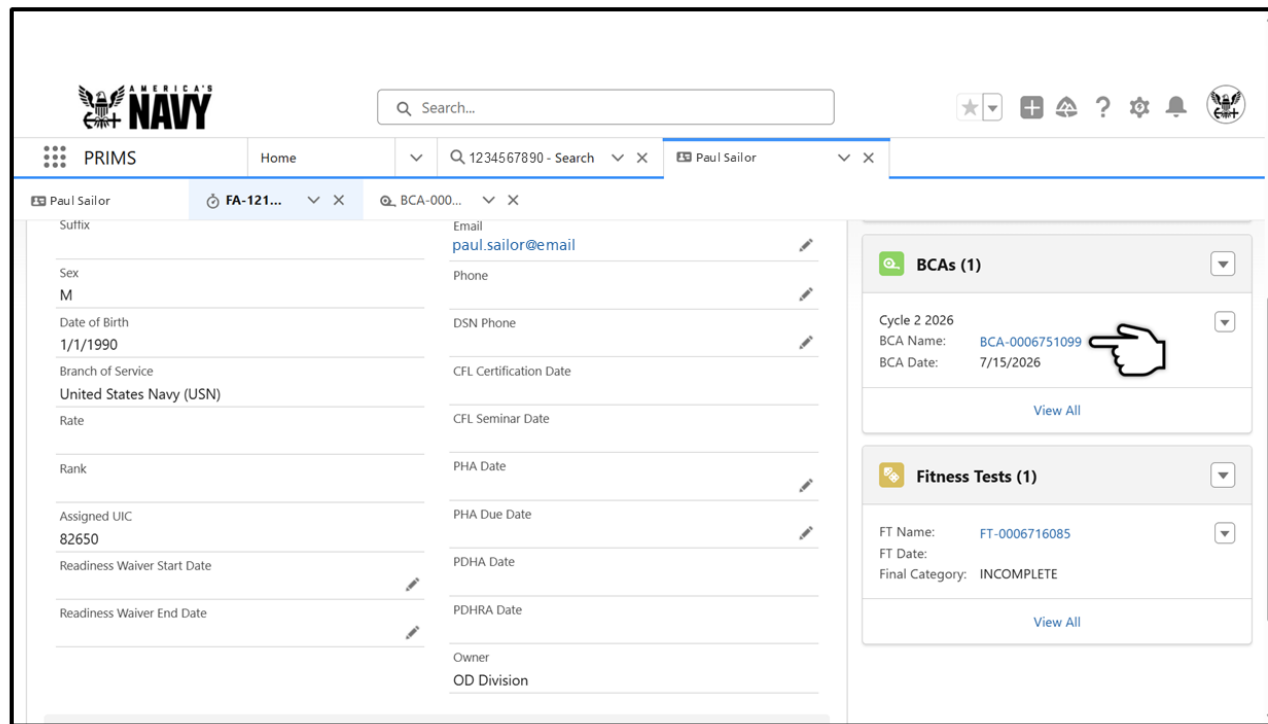
Step-By-Step
Instructions



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 PRIMS (Physical Readiness Information Management System) interface. The user is logged in as Paul Sailor. The main content area displays the sailor's profile information, including Suffix, Sex, Date of Birth, Branch of Service, Rank, and various dates. On the right side, there are two sections: 'BCAs (1)' and 'Fitness Tests (1)'. In the 'BCAs (1)' section, the 'BCA Name' is 'BCA-0006751099', which is a hyperlink. A hand cursor is pointing at this link. Below the 'BCAs (1)' section is a 'View All' link. The 'Fitness Tests (1)' section shows the 'FT Name' as 'FT-0006716085' and the 'Final Category' as 'INCOMPLETE'. There is also a 'View All' link below this section.

Step 4 of 8: From the FA page, scroll to the **BCAs** then select the current **BCA Name** hyperlink.

How To Edit a BCA

Step-By-Step Instructions



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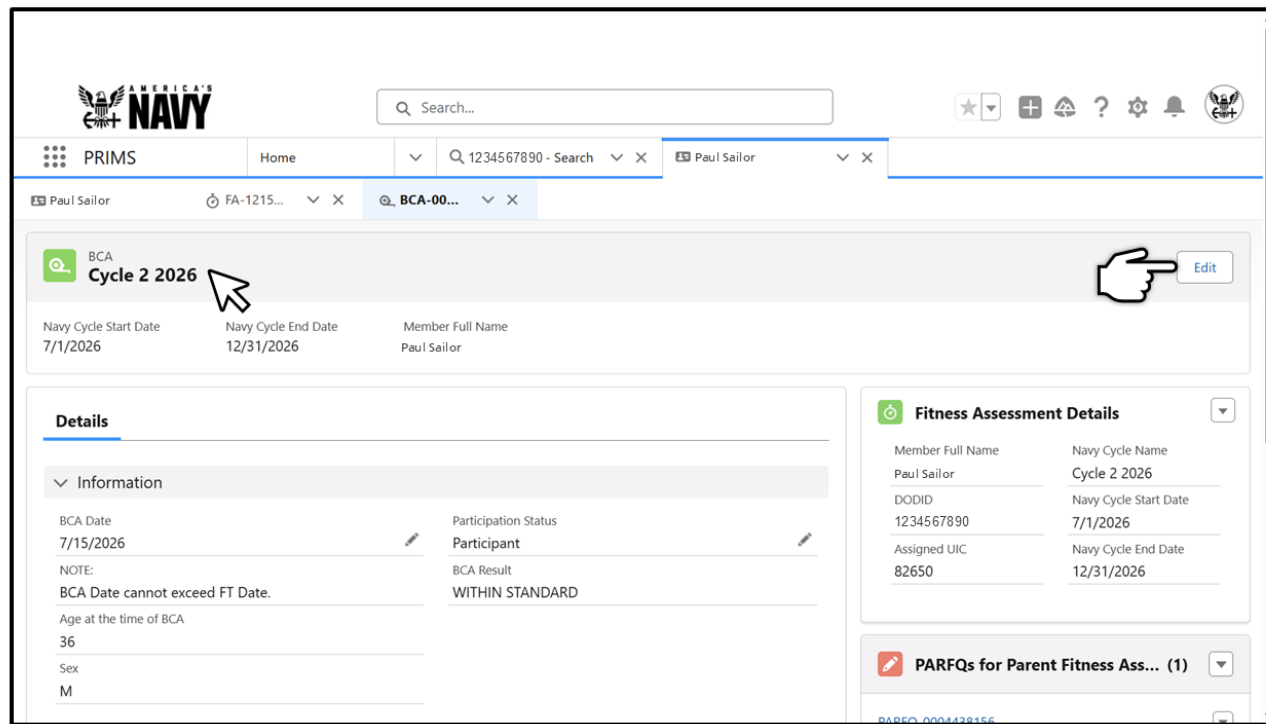
Step-By-Step
Instructions



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.



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: 7/15/2026

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)

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

How To Edit a BCA

Step-By-Step Instructions



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Learning Targets



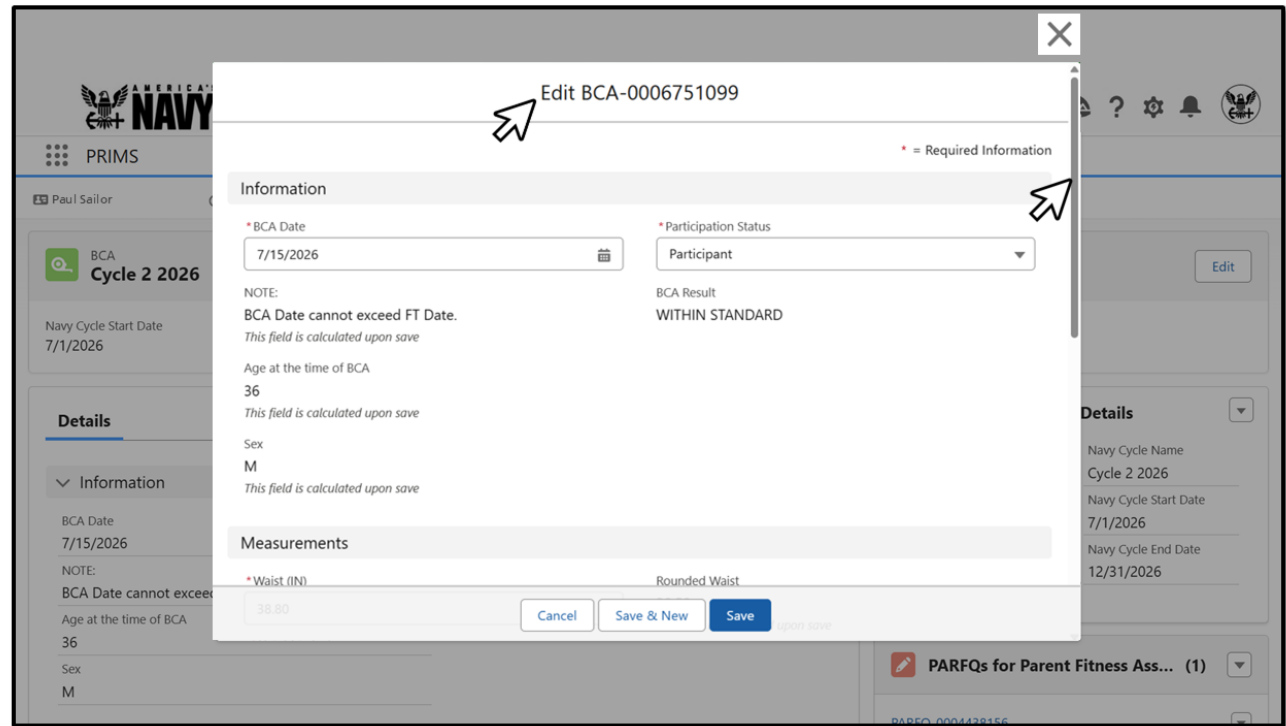
Step-By-Step
Instructions



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 a web application interface for editing a BCA (Body Composition Assessment) record. The main window is titled "Edit BCA-0006751099". It contains a form with the following sections:

- Information:**
 - * BCA Date: 7/15/2026
 - * Participation Status: Participant
 - NOTE: BCA Date cannot exceed FT Date. This field is calculated upon save
 - Age at the time of BCA: 36
 - Sex: M
- Measurements:**
 - * Waist (IN): 38.80
 - Rounded Waist

At the bottom of the form are buttons for "Cancel", "Save & New", and "Save". The background shows a sidebar with navigation options like "PRIMS", "BCA Cycle 2 2026", and "Details".

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

How To Edit a BCA

Step-By-Step Instructions



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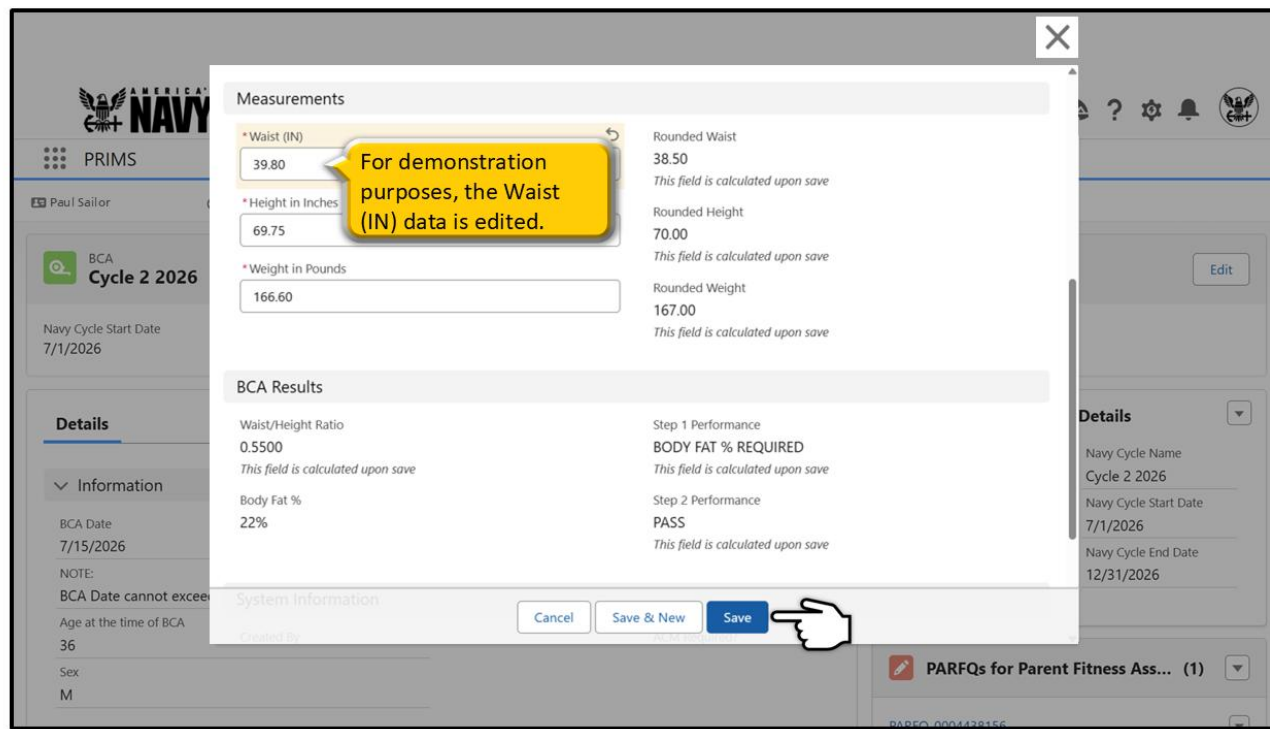
Step-By-Step
Instructions



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.



Measurements

* Waist (IN) 39.80 *This field is calculated upon save*

* Height in Inches 69.75 *This field is calculated upon save*

* Weight in Pounds 166.60 *This field is calculated upon save*

BCA Results

Waist/Height Ratio 0.5500 *This field is calculated upon save*

Body Fat % 22% *This field is calculated upon save*

System Information

Created By

Cancel Save & New **Save**

Details

Navy Cycle Name Cycle 2 2026

Navy Cycle Start Date 7/1/2026

Navy Cycle End Date 12/31/2026

PARFQs for Parent Fitness Ass... (1)

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

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



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Learning Targets



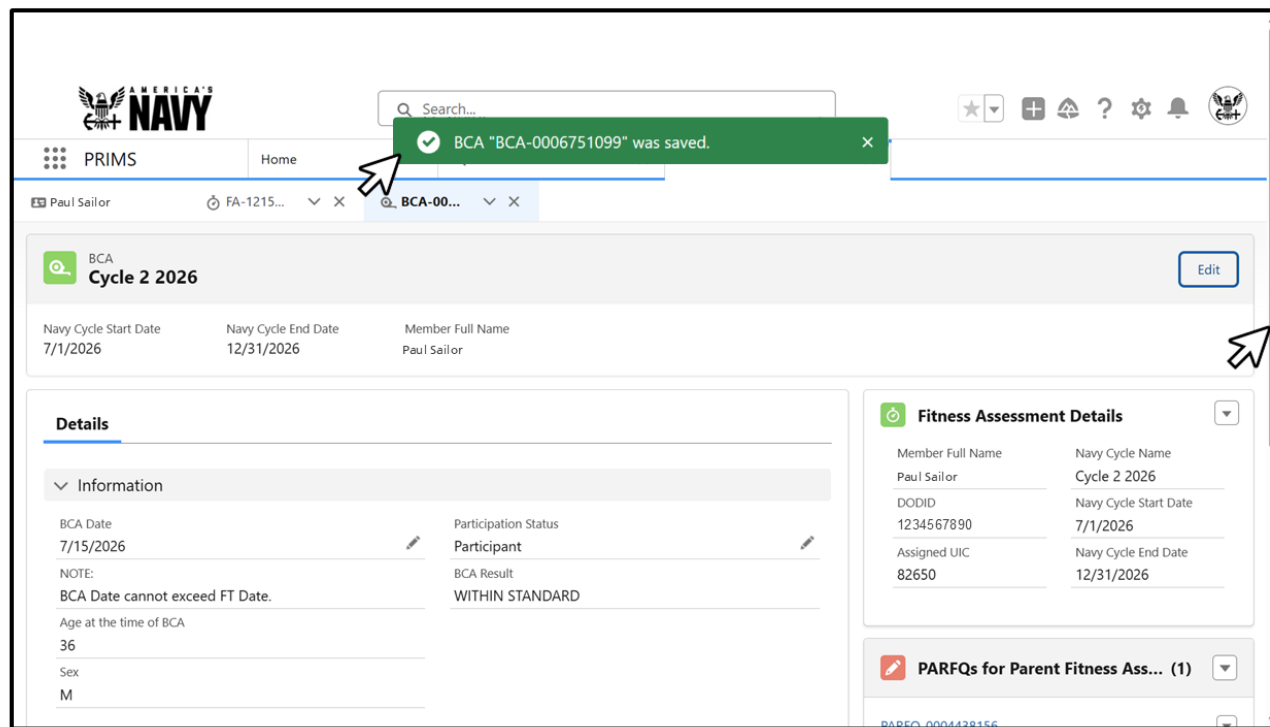
Step-By-Step
Instructions



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



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Learning Targets



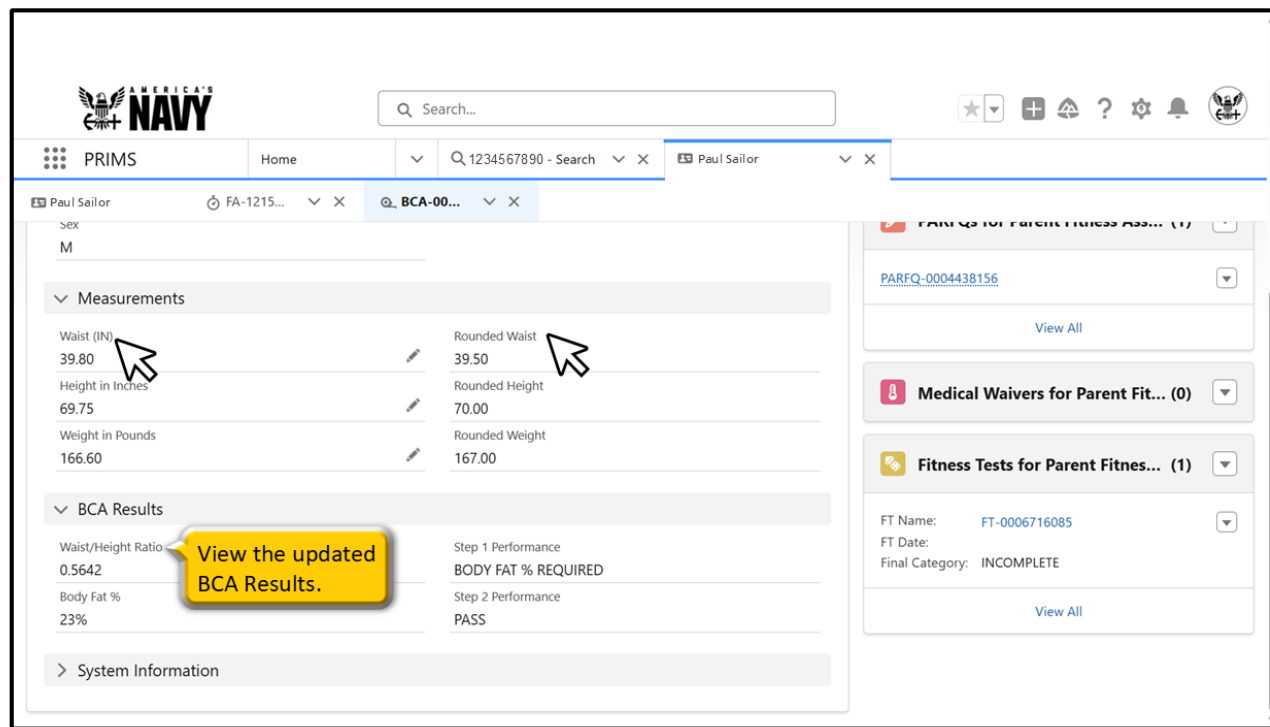
Step-By-Step
Instructions



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.



Measurements

Waist (IN)	39.80	Rounded Waist	39.50
Height in Inches	69.75	Rounded Height	70.00
Weight in Pounds	166.60	Rounded Weight	167.00

BCA Results

Waist/Height Ratio	0.5642	Step 1 Performance	BODY FAT % REQUIRED
Body Fat %	23%	Step 2 Performance	PASS

[View the updated BCA Results.](#)

System Information

Medical Waivers for Parent Fit... (0)

Fitness Tests for Parent Fitness... (1)

FT Name: FT-0006716085

FT Date:

Final Category: INCOMPLETE

[View All](#)

Review the updated Measurement information and BCA Results.

How To Edit a BCA

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Learning Targets



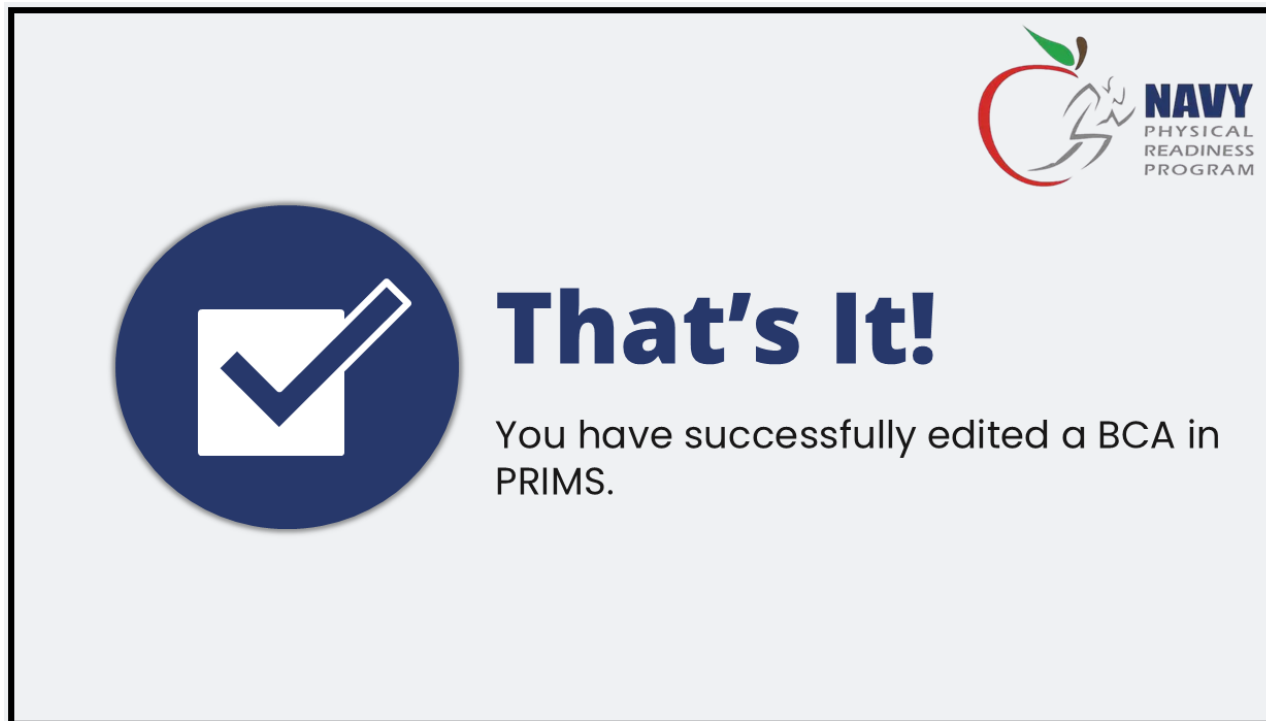
Step-By-Step
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Quick Steps



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.

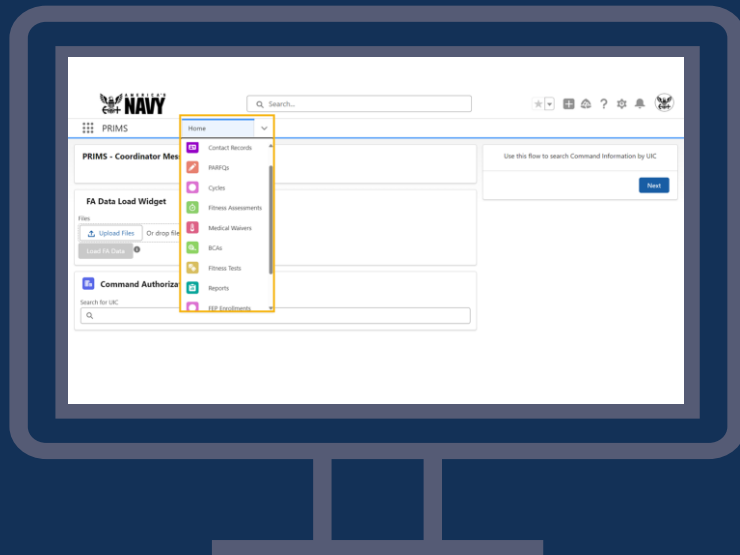


[Return to the Medical Waiver lesson](#)

[Continue to the CFT lesson](#)



Combat Fitness Test (CFT) *Service Console Display*



Start Tutorial



Combat Fitness Test (CFT) and Fitness Assessments (FA)



Overview



Tutorial Navigation



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Step-By-Step Instructions



Quick Steps



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/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





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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.



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 CFT

2

Create a CFT

3

Edit a CFT

1 How To View a CFT

Step-By-Step Instructions



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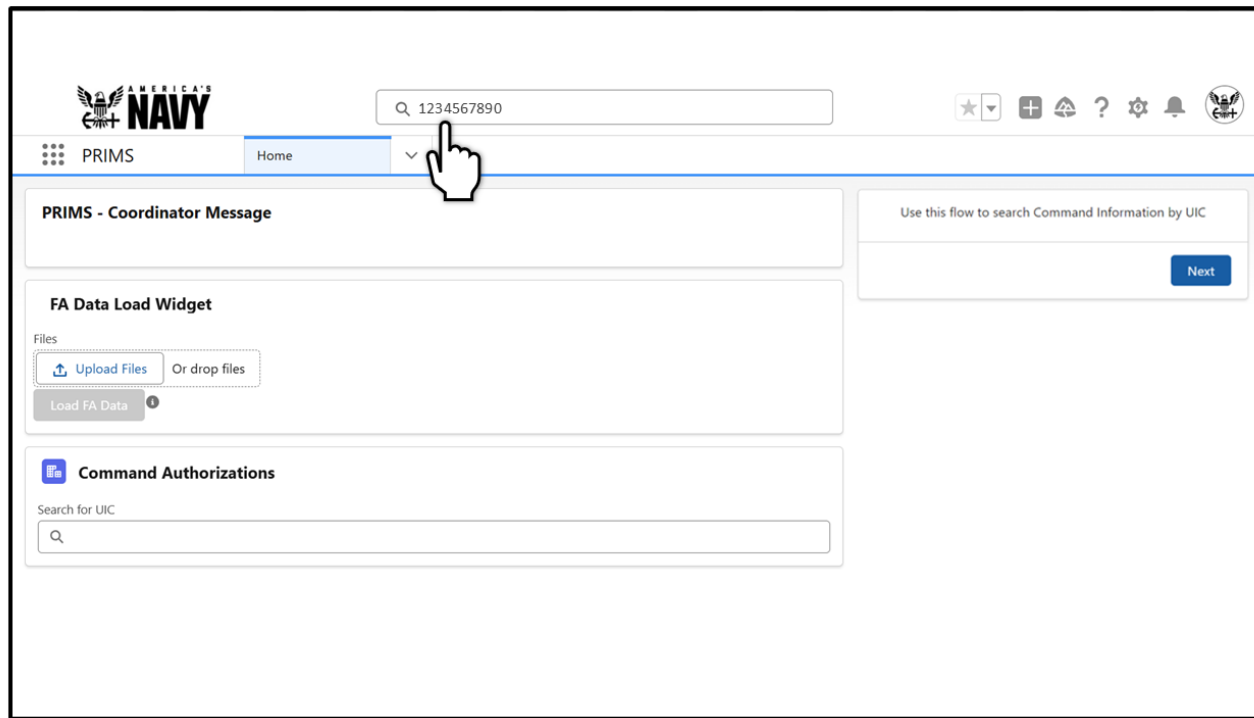
Step-By-Step
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Quick Steps



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 PRIMS (Physical Readiness Information Management System) interface. At the top, there is a search bar with the text "Q 1234567890". Below the search bar, there are navigation tabs: "PRIMS" and "Home". A hand icon is pointing to the "Home" tab. The main content area is titled "PRIMS - Coordinator Message". Below this, there is a section for "FA Data Load Widget" with a "Files" section containing "Upload Files" and "Or drop files" buttons, and a "Load FA Data" button. To the right of the "FA Data Load Widget" is a search box with the text "Use this flow to search Command Information by UIC" and a "Next" button. Below the "FA Data Load Widget" is a section for "Command Authorizations" with a "Search for UIC" field.



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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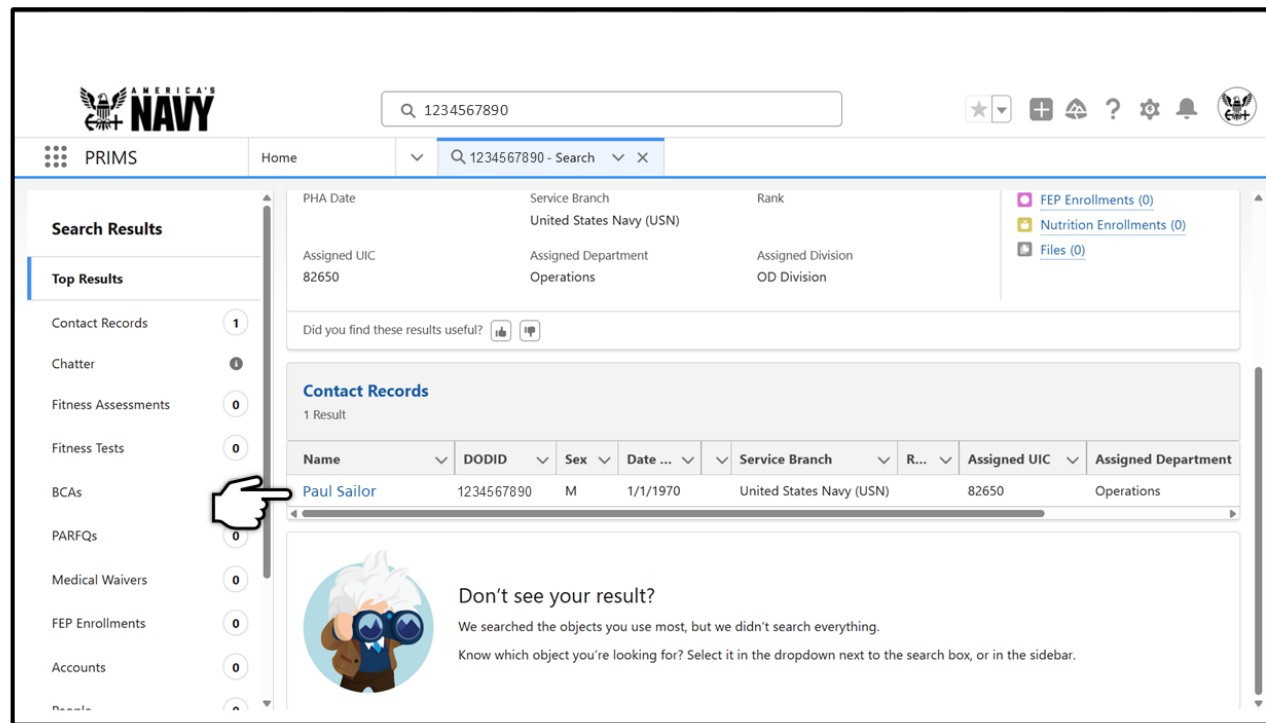
Step-By-Step
Instructions



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.



Search Results

Top Results

- Contact Records 1
- Chatter 0
- Fitness Assessments 0
- Fitness Tests 0
- BCAs 0
- PARFQs 0
- Medical Waivers 0
- FEP Enrollments 0
- Accounts 0

Search Results

PHIA Date: [blank] Service Branch: United States Navy (USN) Rank: [blank]

Assigned UIC: 82650 Assigned Department: Operations Assigned Division: OD Division

Did you find these results useful? ☐ ☐

Contact Records

1 Result

Name	DODID	Sex	Date ...	Service Branch	R...	Assigned UIC	Assigned Department
Paul Sailor	1234567890	M	1/1/1970	United States Navy (USN)		82650	Operations

Don't see your result?

We searched the objects you use most, but we didn't search everything. Know which object you're looking for? Select it in the dropdown next to the search box, or in the sidebar.

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



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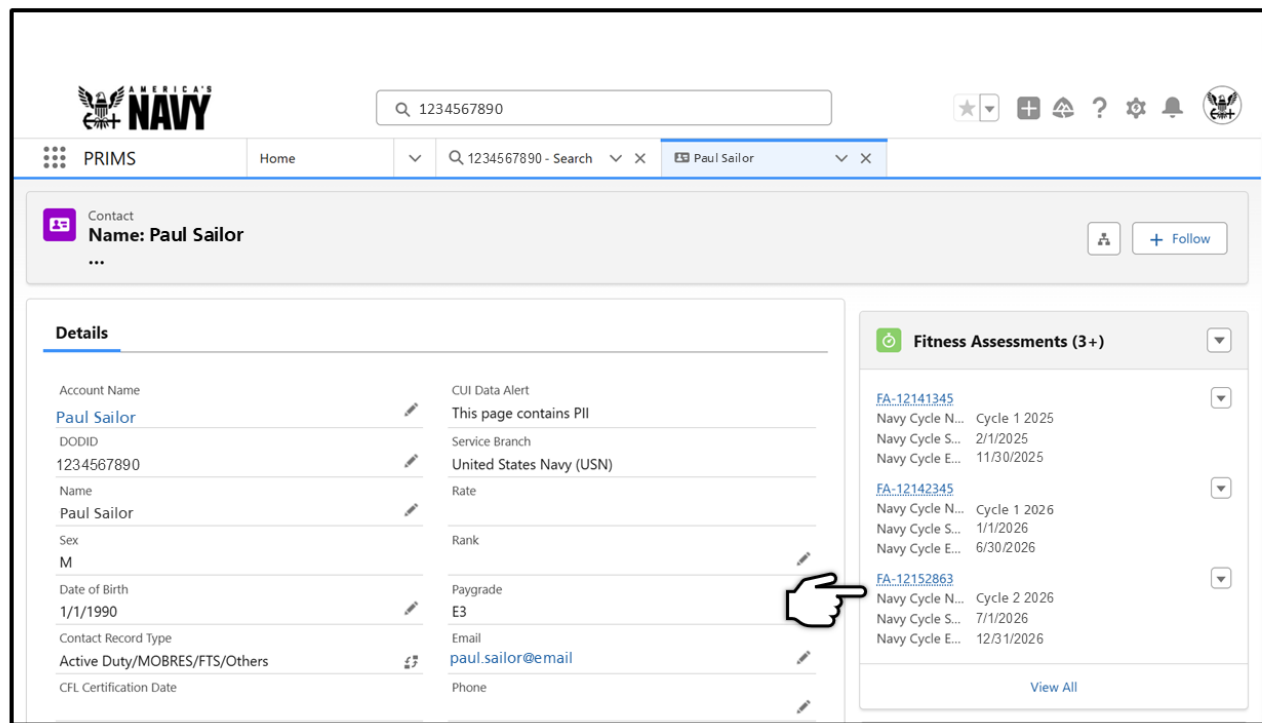
Step-By-Step
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Quick Steps



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.



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-12141345](#)
 - Navy Cycle N... Cycle 1 2025
 - Navy Cycle S... 2/1/2025
 - Navy Cycle E... 11/30/2025
- [FA-12142345](#)
 - Navy Cycle N... Cycle 1 2026
 - Navy Cycle S... 1/1/2026
 - Navy Cycle E... 6/30/2026
- [FA-12152863](#)
 - 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)**.

How To View a CFT

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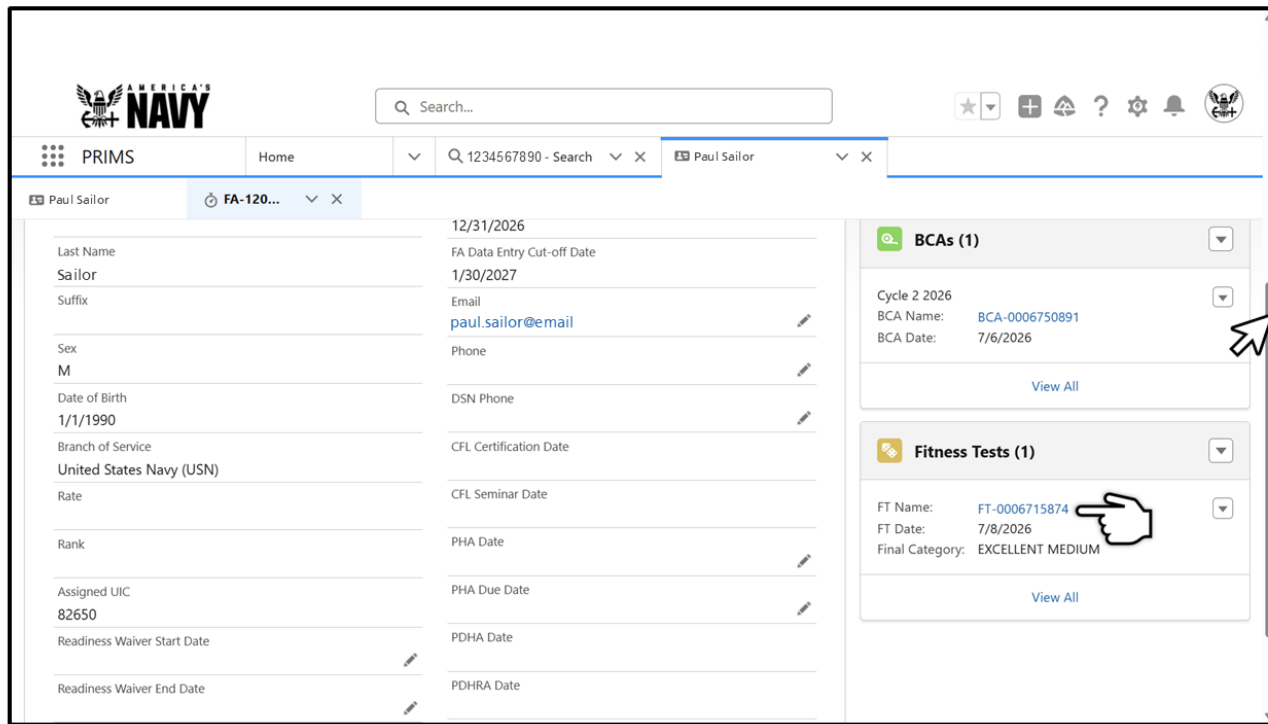
Step-By-Step
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Quick Steps



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 PRIMS (Physical Readiness Information Management System) interface. The top navigation bar includes the PRIMS logo, a search bar, and user information for 'Paul Sailor'. The main content area displays a sailor's profile for 'Paul Sailor' with various fields such as Last Name, Sailor, 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 two summary tiles: 'BCAs (1)' (Body Composition Assessments) and 'Fitness Tests (1)'. The 'Fitness Tests (1)' tile shows a test with FT Name: FT-0006715874, FT Date: 7/8/2026, and Final Category: EXCELLENT MEDIUM. A hand icon points to the 'FT Name' hyperlink. Below the tiles, there are several circular navigation buttons, with the first four being blue and the remaining three being grey.

Step 4 of 6: Scroll to the **Fitness Test** tile, then select the **FT Name** hyperlink.

1 How To View a CFT

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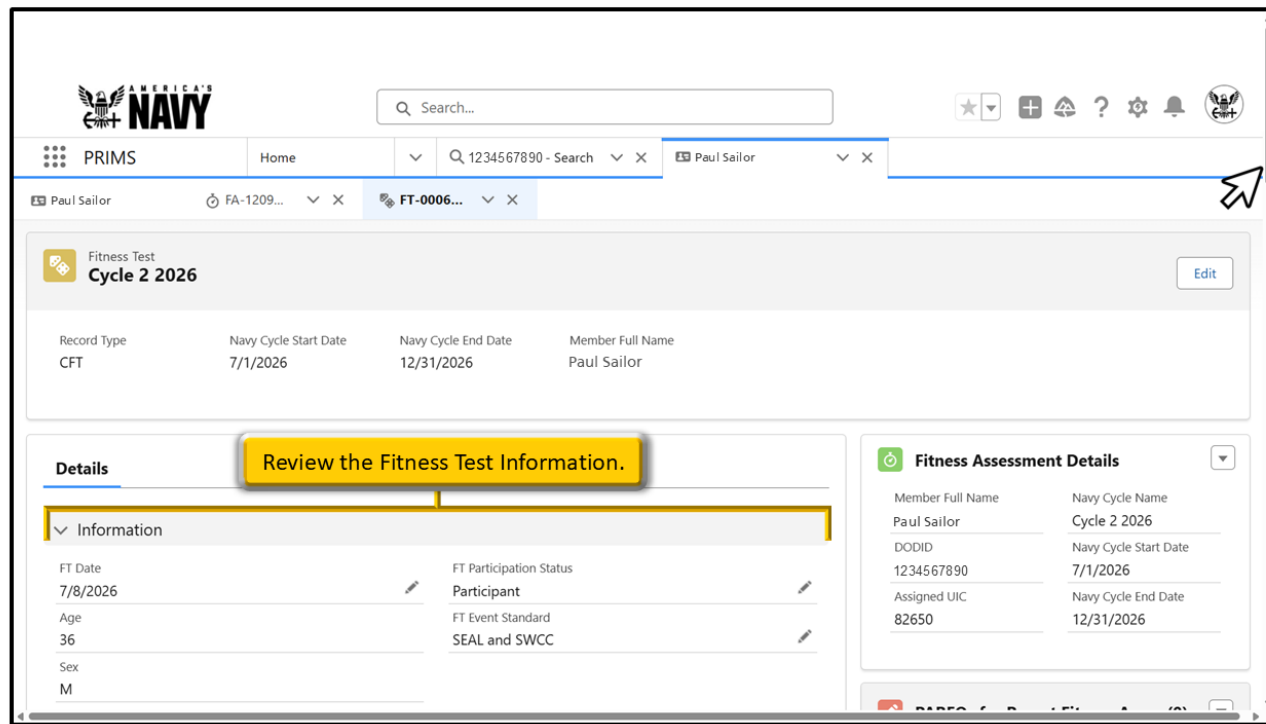
Step-By-Step
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Quick Steps



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

Search...

PRIMS Home 1234567890 - Search Paul Sailor

Paul Sailor FA-1209... FT-0006...

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 [Review the Fitness Test Information.](#)

Information

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

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

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

1 How To View a CFT

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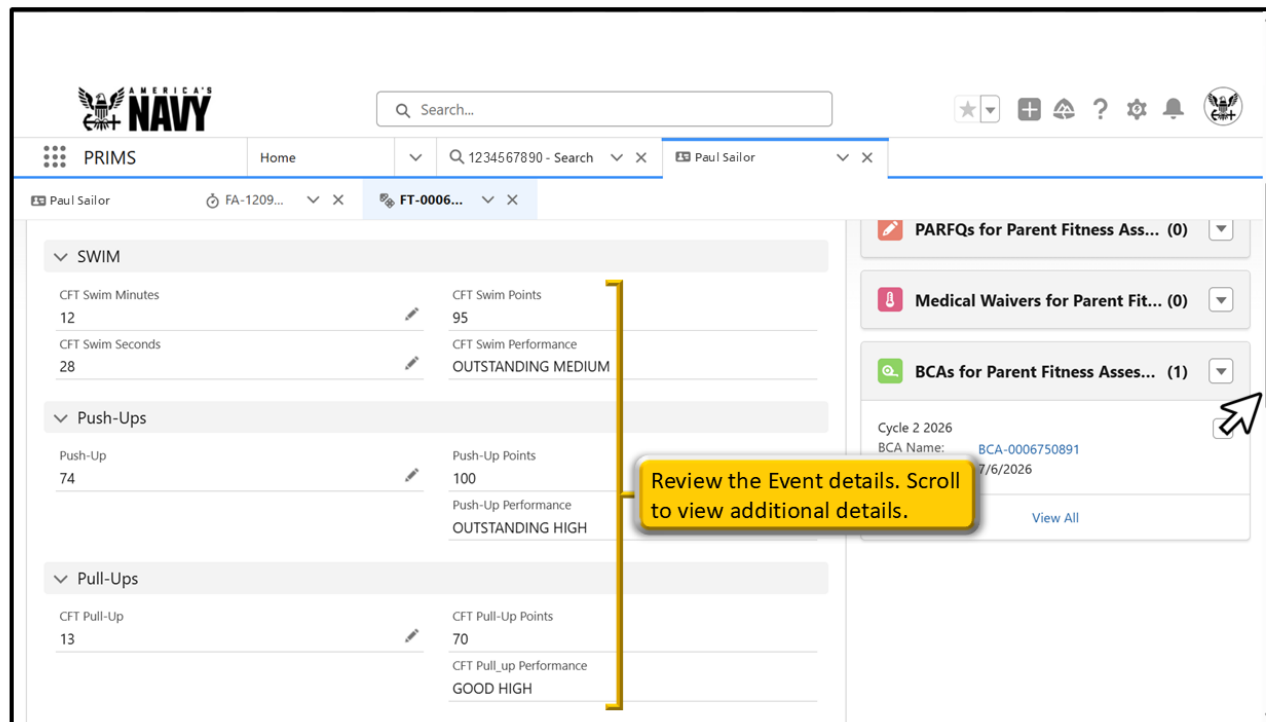
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Quick Steps



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.



PRIMS Home 1234567890 - Search Paul Sailor

Paul Sailor FA-1209... FT-0006...

SWIM

CFT Swim Minutes	12	CFT Swim Points	95
CFT Swim Seconds	28	CFT Swim Performance	OUTSTANDING MEDIUM

Push-Ups

Push-Up	74	Push-Up Points	100
		Push-Up Performance	OUTSTANDING HIGH

Pull-Ups

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

PARFQs for Parent Fitness Ass... (0)

Medical Waivers for Parent Fit... (0)

BCAs for Parent Fitness Asses... (1)

Cycle 2 2026
BCA Name: BCA-0006750891
7/6/2026
[View All](#)

Review the Event details. Scroll to view additional details.

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



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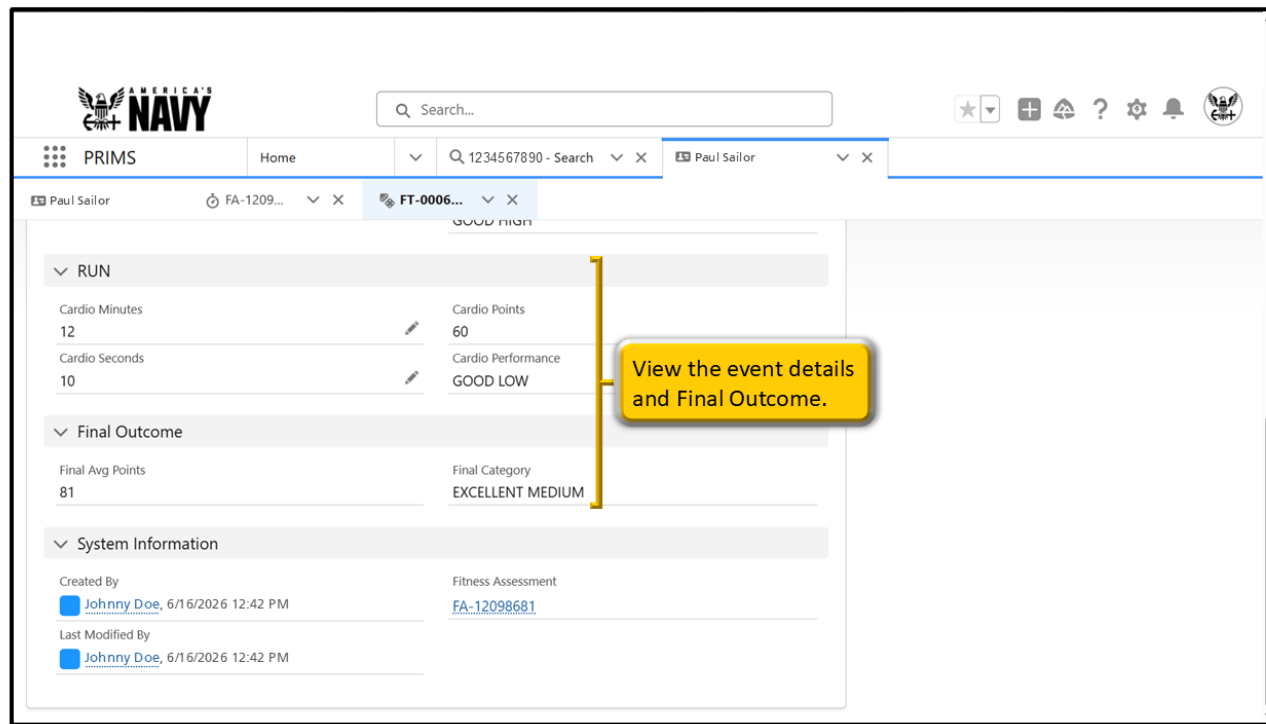
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Quick Steps



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 PRIMS (Physical Readiness Information Management System) interface. The user is logged in as 'Paul Sailor'. The main content area displays a summary for a 'RUN' event. A yellow callout box points to the 'Final Outcome' section, which includes 'Final Avg Points' (81) and 'Final Category' (EXCELLENT MEDIUM). Below this, the 'System Information' section shows the event was created and last modified by 'Johnny Doe' on 6/16/2026 at 12:42 PM. The 'Fitness Assessment' link is also visible.

RUN	
Cardio Minutes	12
Cardio Seconds	10
Cardio Points	60
Cardio Performance	GOOD LOW
Final Outcome	
Final Avg Points	81
Final Category	EXCELLENT MEDIUM
System Information	
Created By	Johnny Doe, 6/16/2026 12:42 PM
Last Modified By	Johnny Doe, 6/16/2026 12:42 PM
Fitness Assessment	FA-12098681

View the Final Outcome details.

1 How To View a CFT

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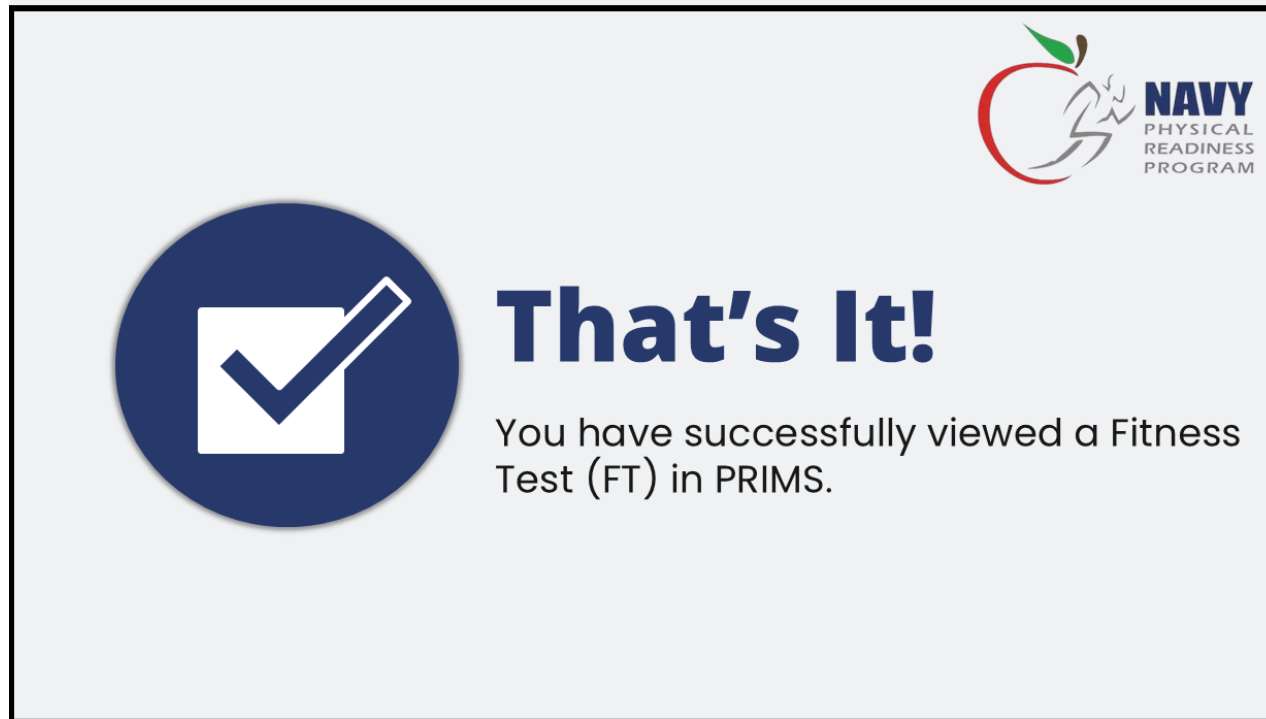
Step-By-Step
Instructions



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.



Continue to Create a CFT

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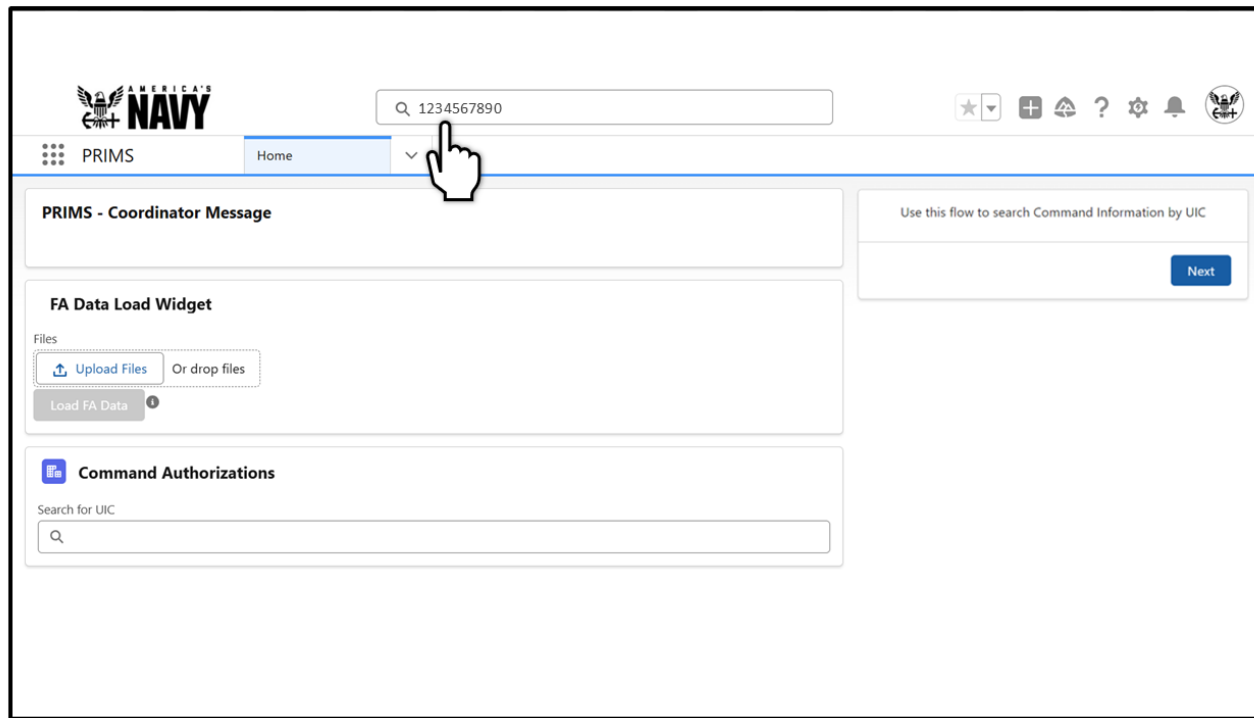
Step-By-Step
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Quick Steps



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



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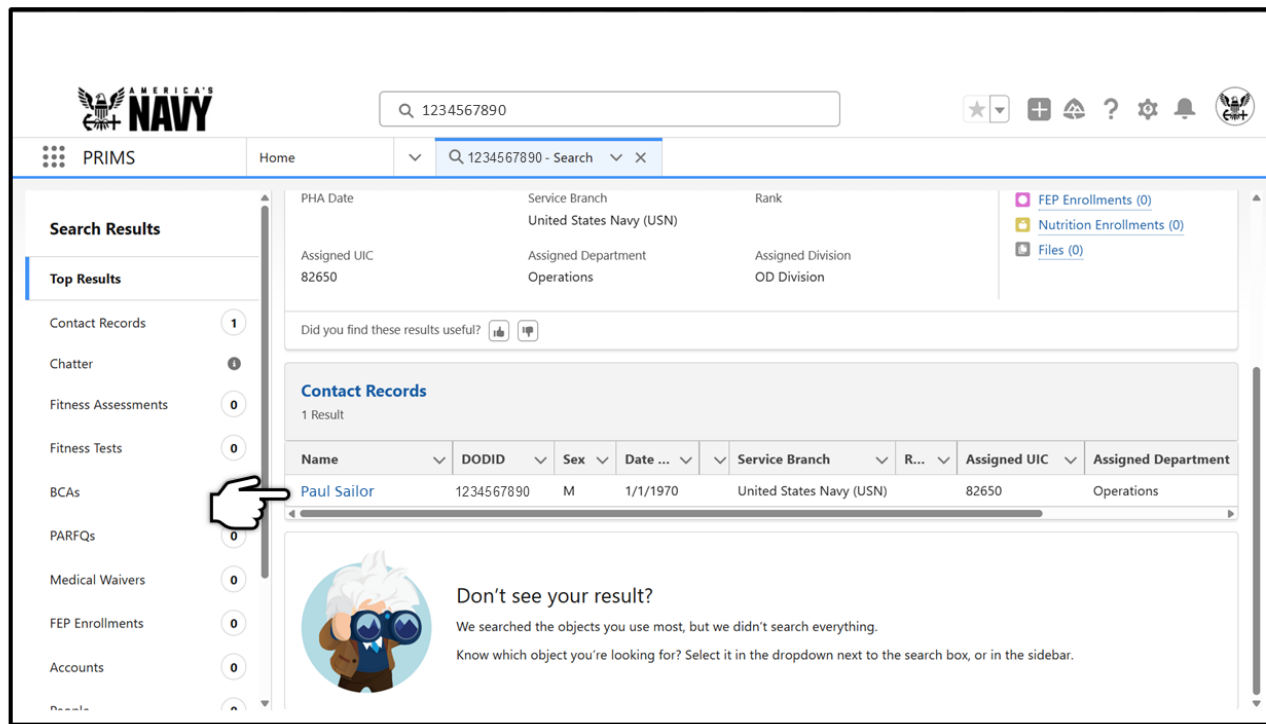
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Quick Steps



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.



PRIMS Home

Search: 1234567890 - Search

Search Results

Top Results

- Contact Records 1
- Chatter 0
- Fitness Assessments 0
- Fitness Tests 0
- BCAs 0
- PARFQs 0
- Medical Waivers 0
- FEP Enrollments 0
- Accounts 0

Contact Records

1 Result

Name	DODID	Sex	Date ...	Service Branch	R...	Assigned UIC	Assigned Department
Paul Sailor	1234567890	M	1/1/1970	United States Navy (USN)		82650	Operations

Don't see your result?

We searched the objects you use most, but we didn't search everything. Know which object you're looking for? Select it in the dropdown next to the search box, or in the sidebar.

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



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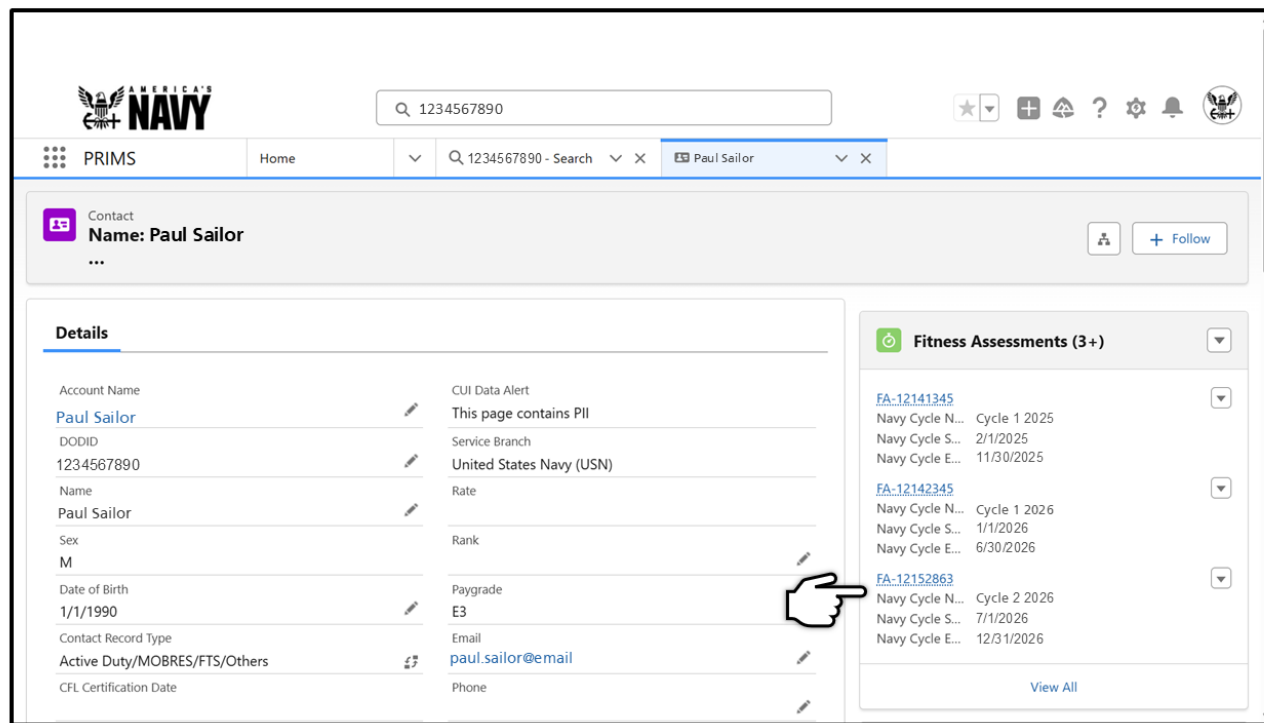
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Quick Steps



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 PRIMS interface for a contact named Paul Sailor. The interface includes a search bar at the top with the text "1234567890". Below the search bar, there are tabs for "PRIMS", "Home", and "Search". The "PRIMS" tab is selected. The contact profile for Paul Sailor is displayed, showing various details such as Account Name, DODID, Name, Sex, Date of Birth, Contact Record Type, and Fitness Assessments. A hand icon points to the "Fitness Assessments" section, which lists several assessments with their respective cycle numbers and dates.

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

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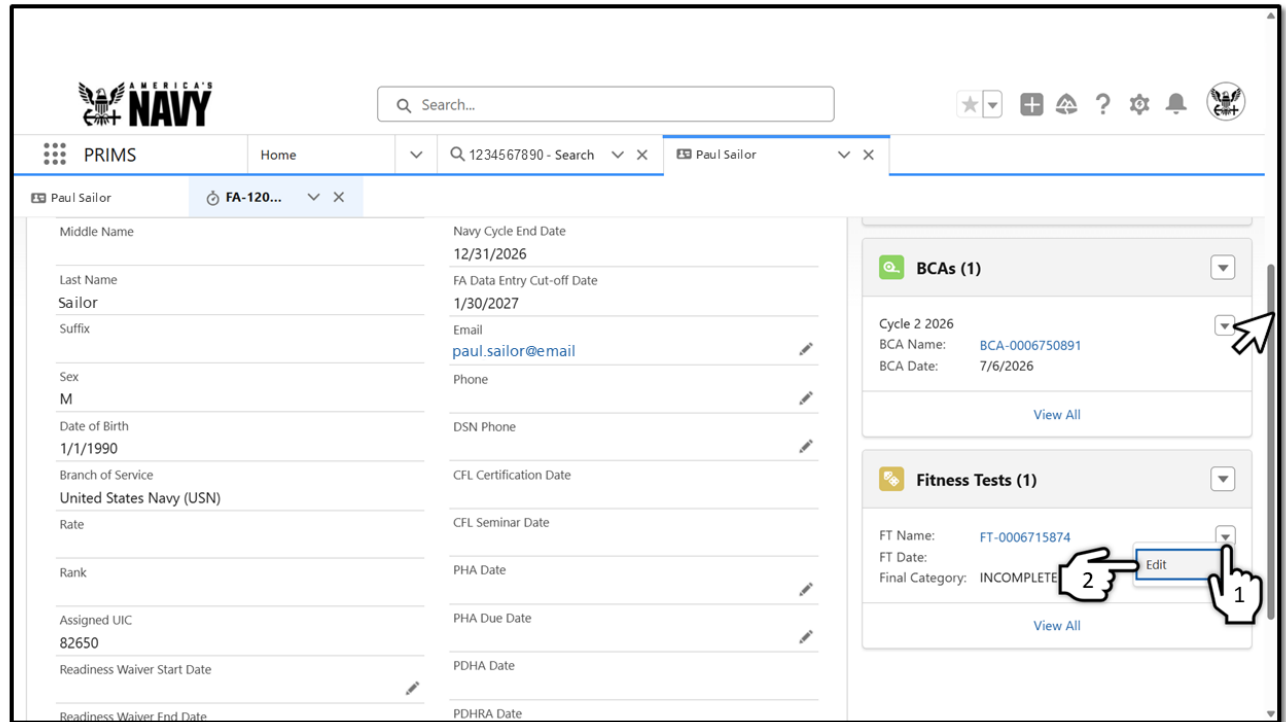
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Quick Steps



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 PRIMS (Physical Readiness Information Management System) interface. The top navigation bar includes the Navy logo, a search bar, and user information for 'Paul Sailor'. The main content area displays the sailor's profile on the left, including personal and service details. On the right, there are two tiles: 'BCAs (1)' and 'Fitness Tests (1)'. The 'Fitness Tests (1)' tile shows a list of fitness tests, with the first one being 'FT-0006715874'. A hand icon with the number '2' points to the 'FT Name' drop-down menu, and another hand icon with the number '1' points to the 'Edit' button next to it. Below the screenshot, there is a row of 11 circular indicators, with the first four being blue and the remaining seven being grey, indicating the current step in the tutorial.

Step 4 of 11: From the FA page, scroll to the **Fitness Test** tile, select the **FT Name** drop-down list, then select **Edit**.



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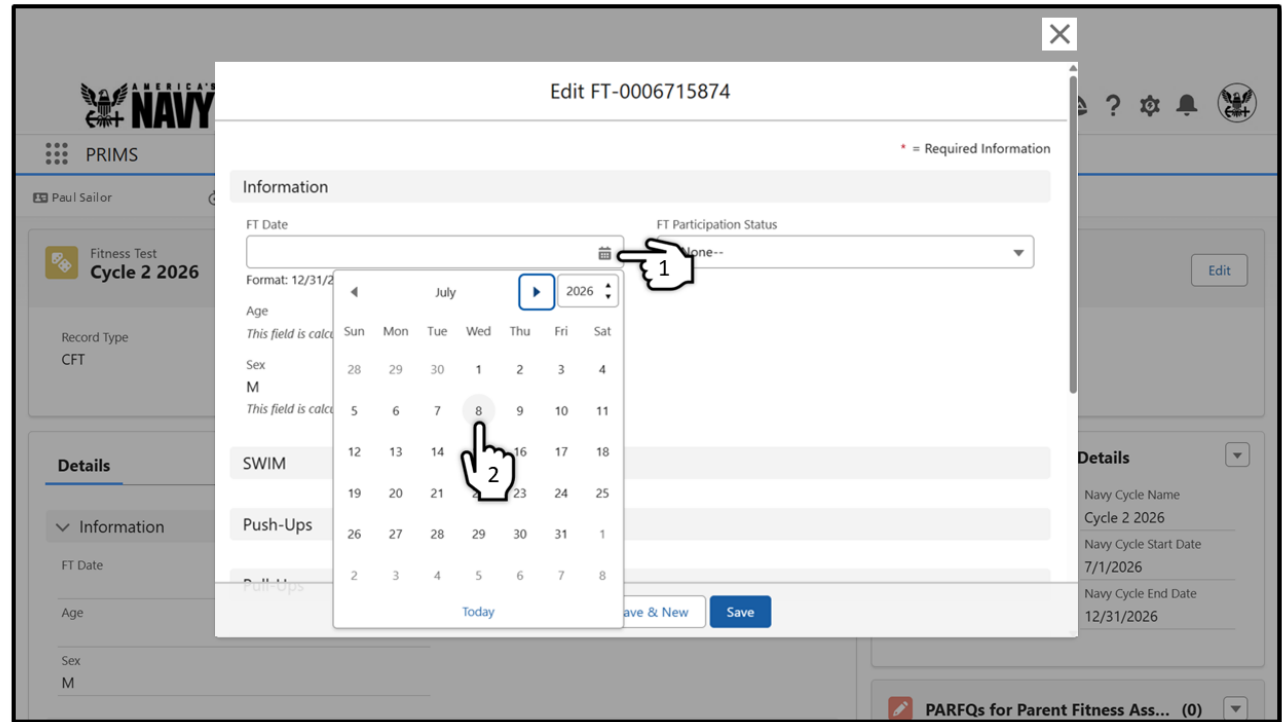
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICAN NAVY

PRIMS

Paul Sailor

Fitness Test
Cycle 2 2026

Record Type
CFT

Details

Information

FT Date

Format: 12/31/2

Age

Sex
M

SWIM

Push-Ups

FT Date

Age

Sex
M

FT Participation Status

None--

July 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

Today

Save & New

Save

PARQs for Parent Fitness Ass... (0)

Step 5 of 11: To enter the Fitness Test date, select the **Calendar** icon, then select the **Date**.

How To Create a CFT

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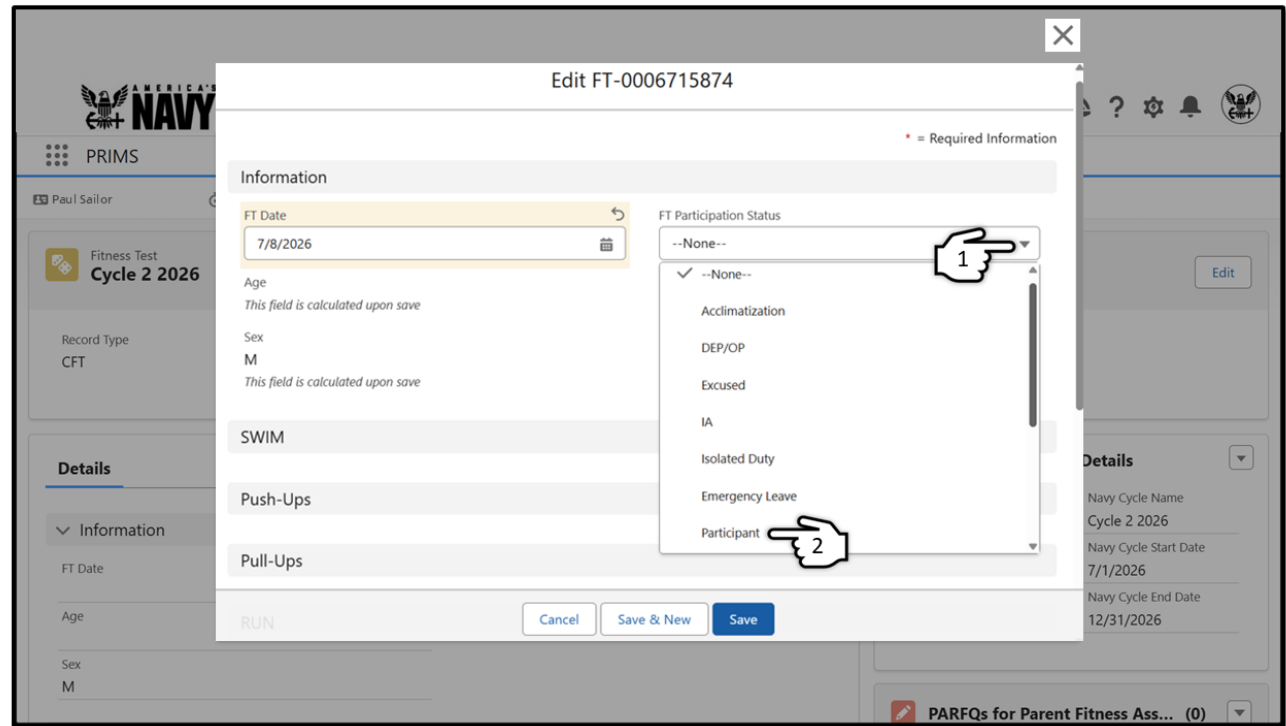
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICAN NAVY
PRIMS

Paul Sailor

Fitness Test
Cycle 2 2026

Record Type
CFT

Details

Information

FT Date
7/8/2026

Age
This field is calculated upon save

Sex
M
This field is calculated upon save

SWIM

Push-Ups

Pull-Ups

FT Participation Status

--None--

✓ --None--

Acclimatization

DEP/OP

Excused

IA

Isolated Duty

Emergency Leave

Participant

Cancel Save & New Save

PARFQs for Parent Fitness Ass... (0)

Step 6 of 11: Select the **PRT Participation Status** drop-down list and select the **Status**.

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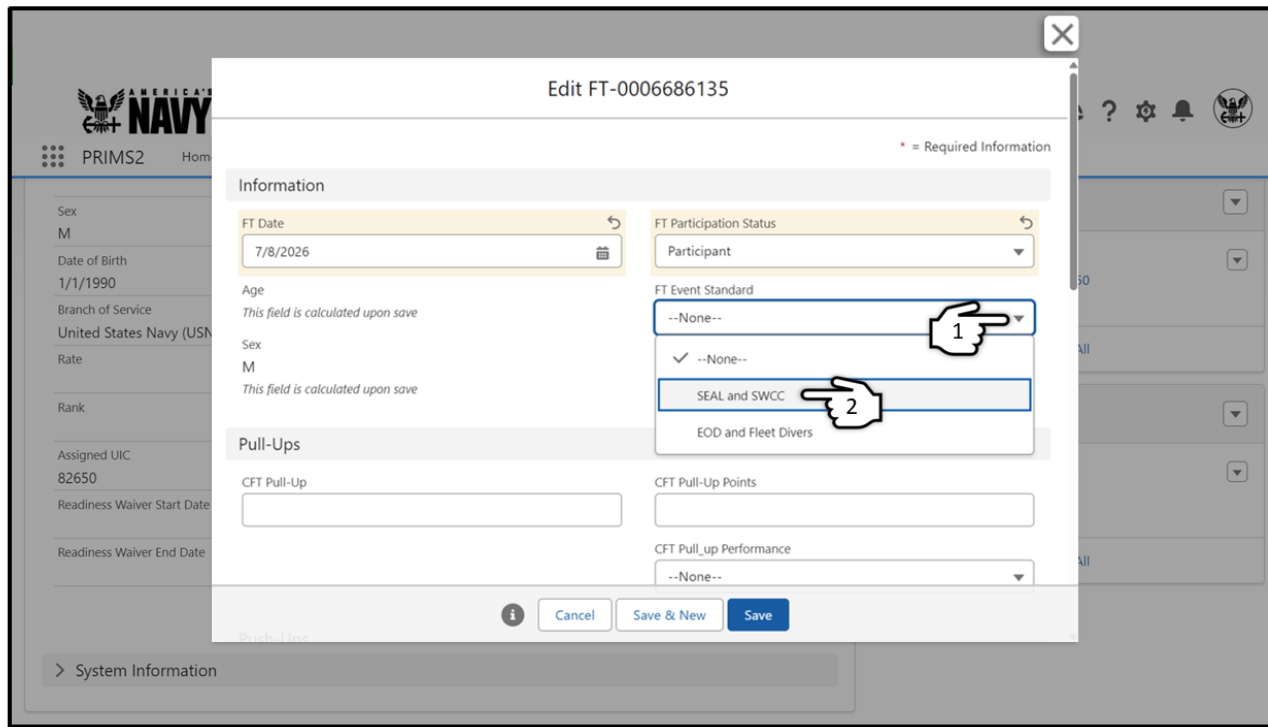
Step-By-Step
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Quick Steps



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



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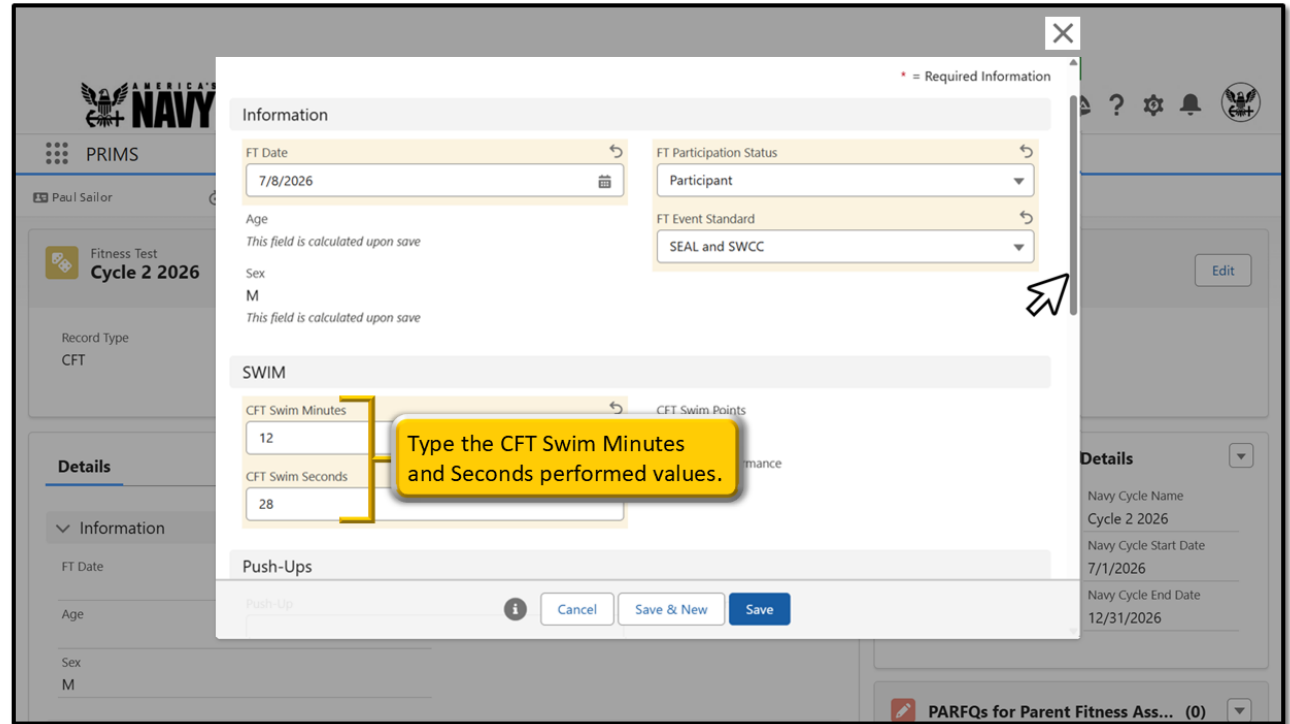
Step-By-Step
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Quick Steps



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 11: In the **CFT Swim Minutes** and **Seconds** fields, type the performed values then, scroll to add additional CFT event data.



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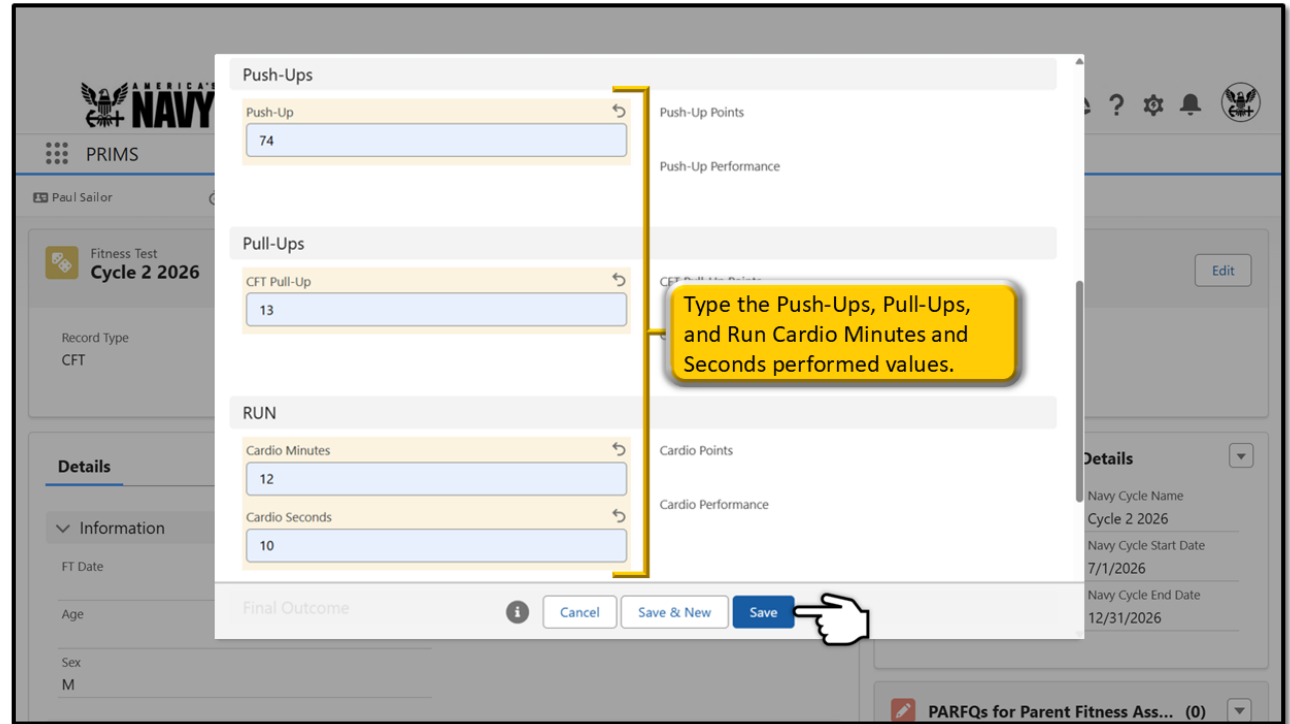
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Quick Steps



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.



Push-Ups

Push-Up

74

Pull-Ups

CFT Pull-Up

13

RUN

Cardio Minutes

12

Cardio Seconds

10

Final Outcome

Cancel Save & New Save

Type the Push-Ups, Pull-Ups, and Run Cardio Minutes and Seconds performed values.

Step 9 of 11: In the **Push-Ups**, **Pull-Ups**, and **Run Cardio Minutes** and **Seconds** fields, type the performed values then, select **Save**.



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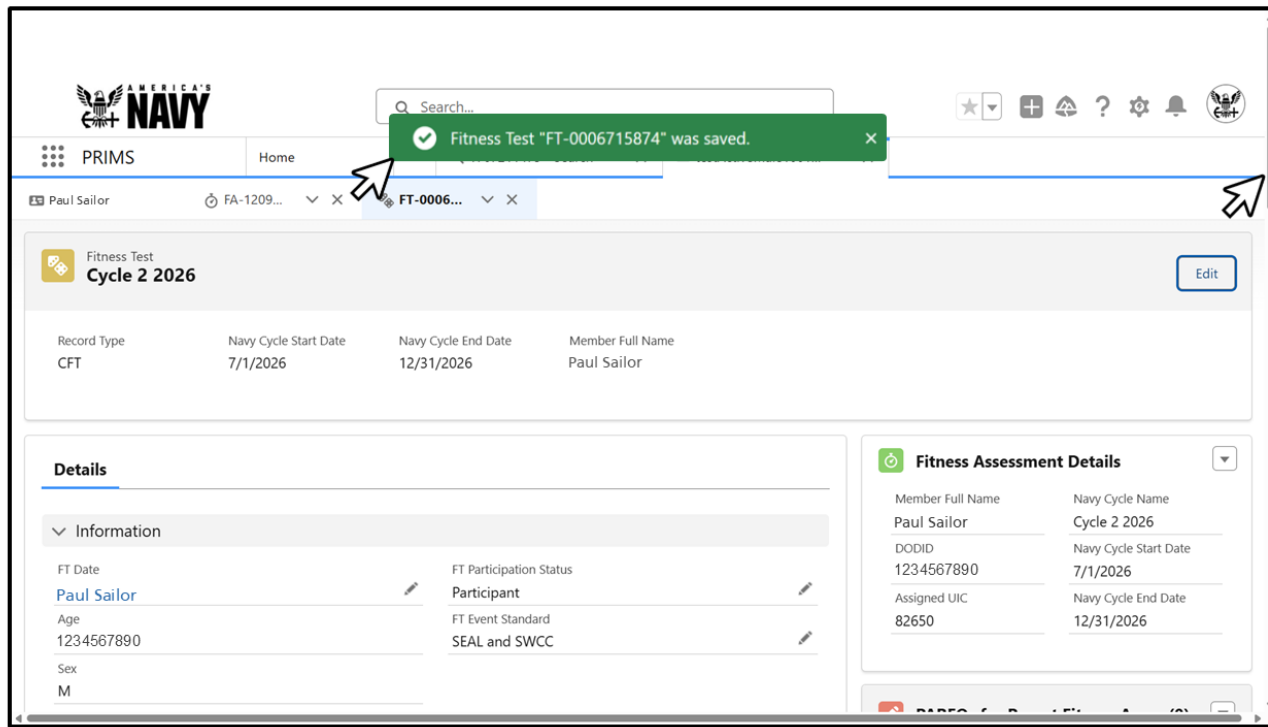
Step-By-Step
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Quick Steps



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 PRIMS (Physical Readiness Information Management System) interface. At the top, there's a search bar and a green banner indicating "Fitness Test 'FT-0006715874' was saved." Below the banner, the user is logged in as "Paul Sailor". The main content area displays "Fitness Test Cycle 2 2026" with an "Edit" button. A table shows the record type as "CFT", the Navy Cycle Start Date as "7/1/2026", the Navy Cycle End Date as "12/31/2026", and the Member Full Name as "Paul Sailor". Below this, the "Details" section is expanded, showing "Information" for "Paul Sailor" with fields for FT Date, Age, Sex, FT Participation Status, FT Event Standard, and FT Participation Status. To the right, the "Fitness Assessment Details" section shows fields for Member Full Name, Navy Cycle Name, DODID, Navy Cycle Start Date, Assigned UIC, and Navy Cycle End Date.

Step 10 of 11: A banner displays indicating the Fitness Test saved. Scroll to view the FT details.



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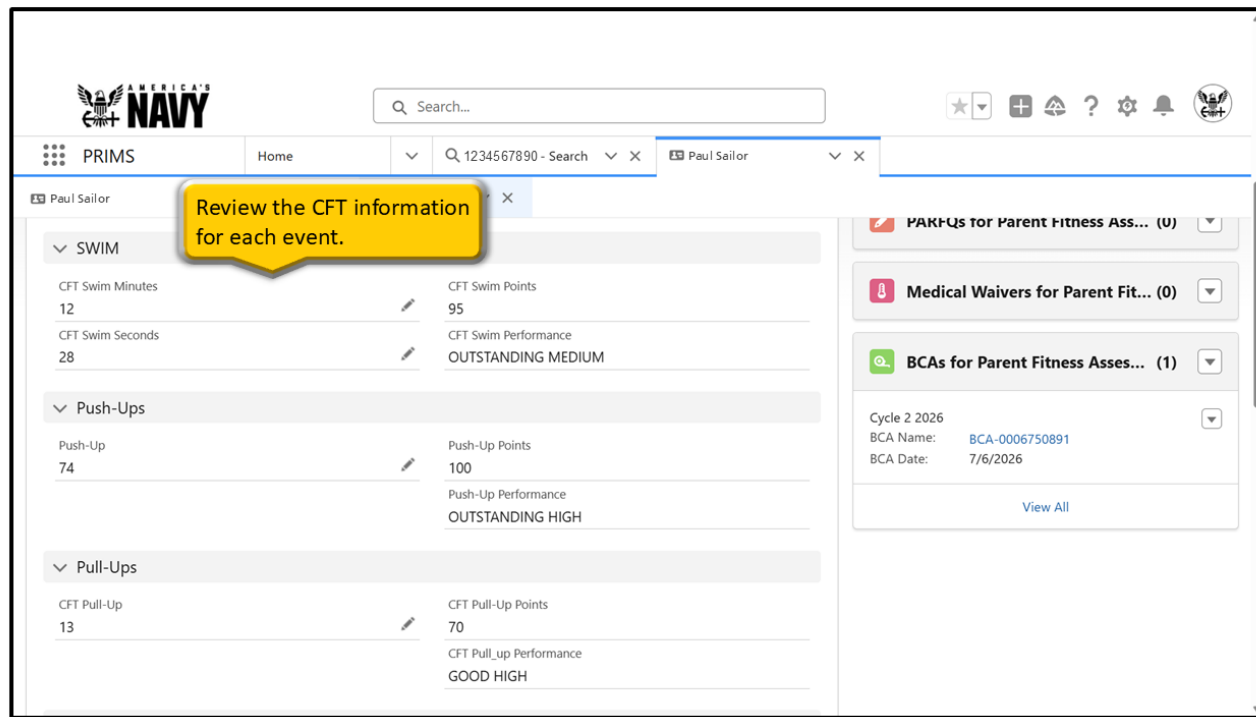
Step-By-Step
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Quick Steps



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.



Review the CFT information for each event.

Event	Value	Performance
SWIM		
CFT Swim Minutes	12	
CFT Swim Seconds	28	
CFT Swim Points	95	
CFT Swim Performance		OUTSTANDING MEDIUM
Push-Ups		
Push-Up	74	
Push-Up Points	100	
Push-Up Performance		OUTSTANDING HIGH
Pull-Ups		
CFT Pull-Up	13	
CFT Pull-Up Points	70	
CFT Pull-up Performance		GOOD HIGH

PAK+Qs for Parent Fitness Ass... (0)

Medical Waivers for Parent Fit... (0)

BCAs for Parent Fitness Asses... (1)

Cycle 2 2026
BCA Name: [BCA-0006750891](#)
BCA Date: 7/6/2026
[View All](#)

Step 11 of 11: Review the FT information. Scroll to view the additional FT details.

How To Create a CFT

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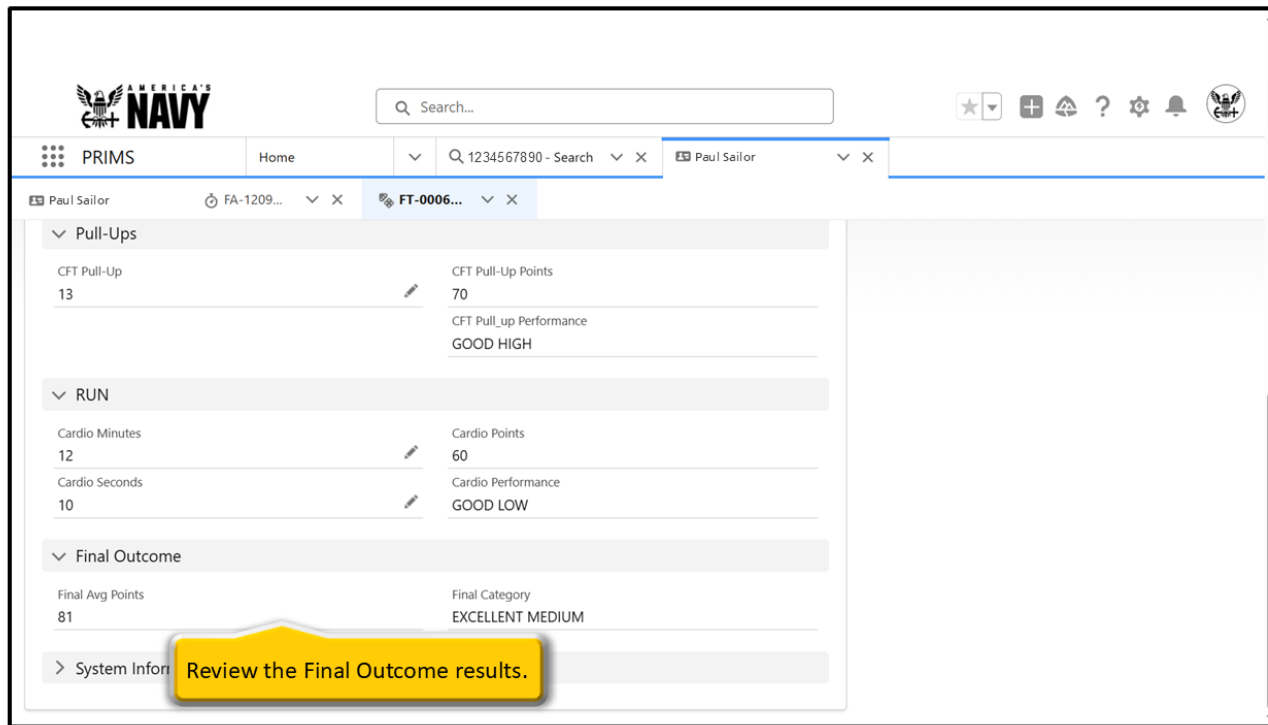
Step-By-Step
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Quick Steps



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 displays the PRIMS interface for a user named Paul Sailor. The interface includes a search bar, a navigation menu, and a main content area with a table of performance data. A yellow callout box highlights the 'Review the Final Outcome results.' button.

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

RUN	
Cardio Minutes	12
Cardio Points	60
Cardio Seconds	10
Cardio Performance	GOOD LOW

Final Outcome	
Final Avg Points	81
Final Category	EXCELLENT MEDIUM

> System Information

Review the Final Outcome results.

Review the additional event performed values and Final Outcome.

How To Create a CFT

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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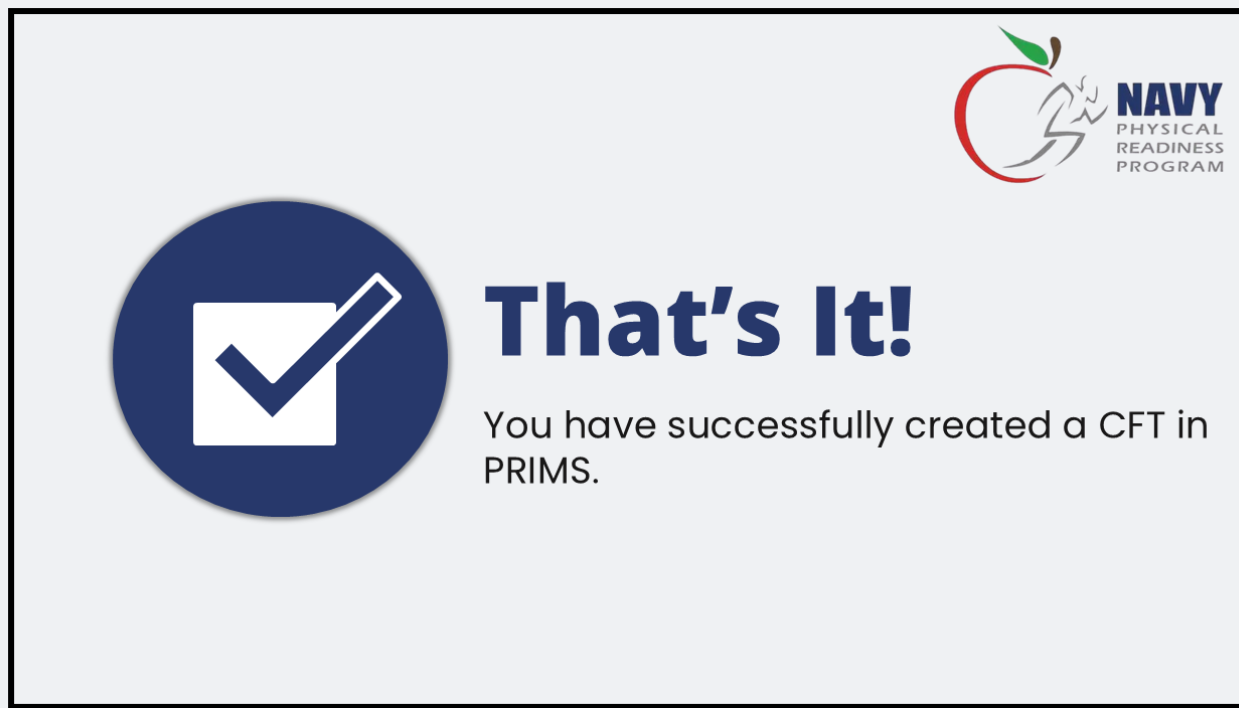
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Continue to Edit a CFT



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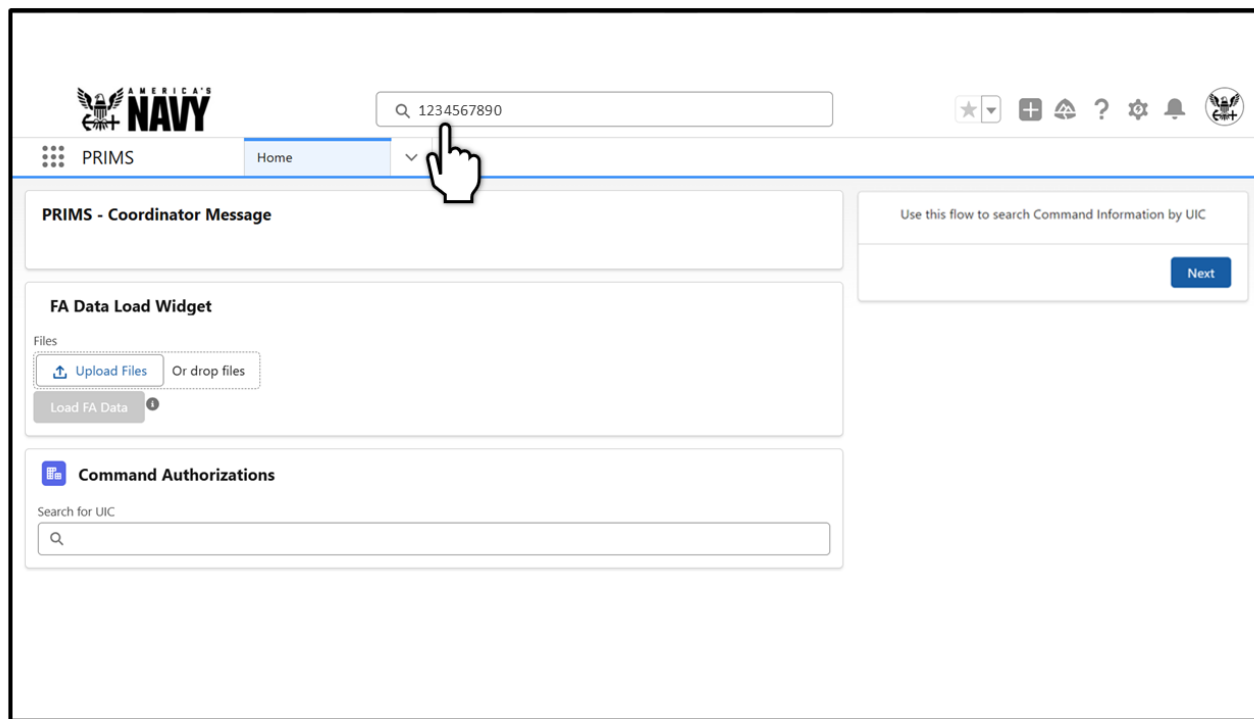
Step-By-Step
Instructions



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 PRIMS interface. At the top, there is a search bar with the text "Q 1234567890". Below the search bar, there are navigation buttons: "PRIMS" and "Home". A hand icon is pointing to the "Home" button. The main content area is titled "PRIMS - Coordinator Message". Below this, there is a section for "FA Data Load Widget" with a "Files" section containing "Upload Files" and "Or drop files" buttons, and a "Load FA Data" button. To the right of the "FA Data Load Widget" section, there is a search bar with the text "Use this flow to search Command Information by UIC" and a "Next" button. Below the "FA Data Load Widget" section, there is a section for "Command Authorizations" with a "Search for UIC" label and a search bar.



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



Overview



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Learning Targets



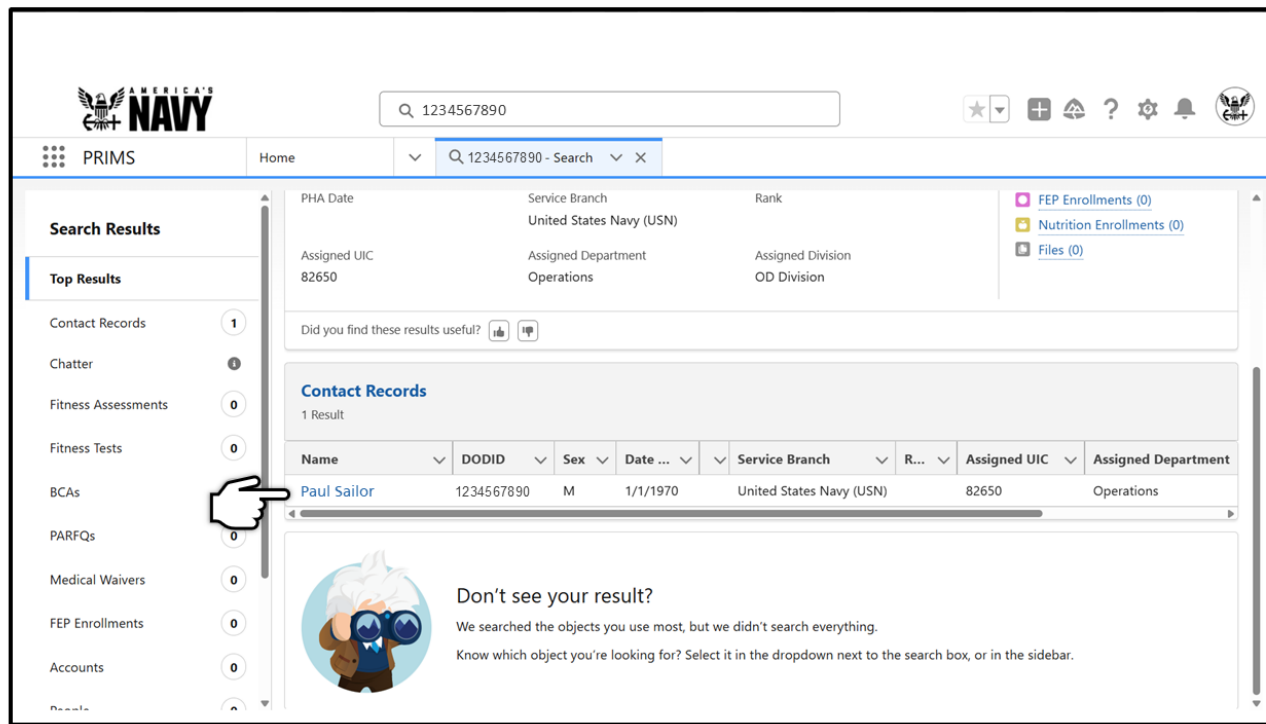
Step-By-Step
Instructions



Quick Steps



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PRIMS Home

Search: 1234567890

Search Results

Top Results

Contact Records 1

Chatter 0

Fitness Assessments 0

Fitness Tests 0

BCAs 0

PARFQs 0

Medical Waivers 0

FEP Enrollments 0

Accounts 0

People 0

PHA Date

Service Branch

Rank

Assigned UIC

Assigned Department

Assigned Division

United States Navy (USN)

Operations

OD Division

Did you find these results useful? ☐ ☐

Contact Records

1 Result

Name	DODID	Sex	Date ...	Service Branch	R...	Assigned UIC	Assigned Department
Paul Sailor	1234567890	M	1/1/1970	United States Navy (USN)		82650	Operations

Don't see your result?

We searched the objects you use most, but we didn't search everything.

Know which object you're looking for? Select it in the dropdown next to the search box, or in the sidebar.

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



Overview



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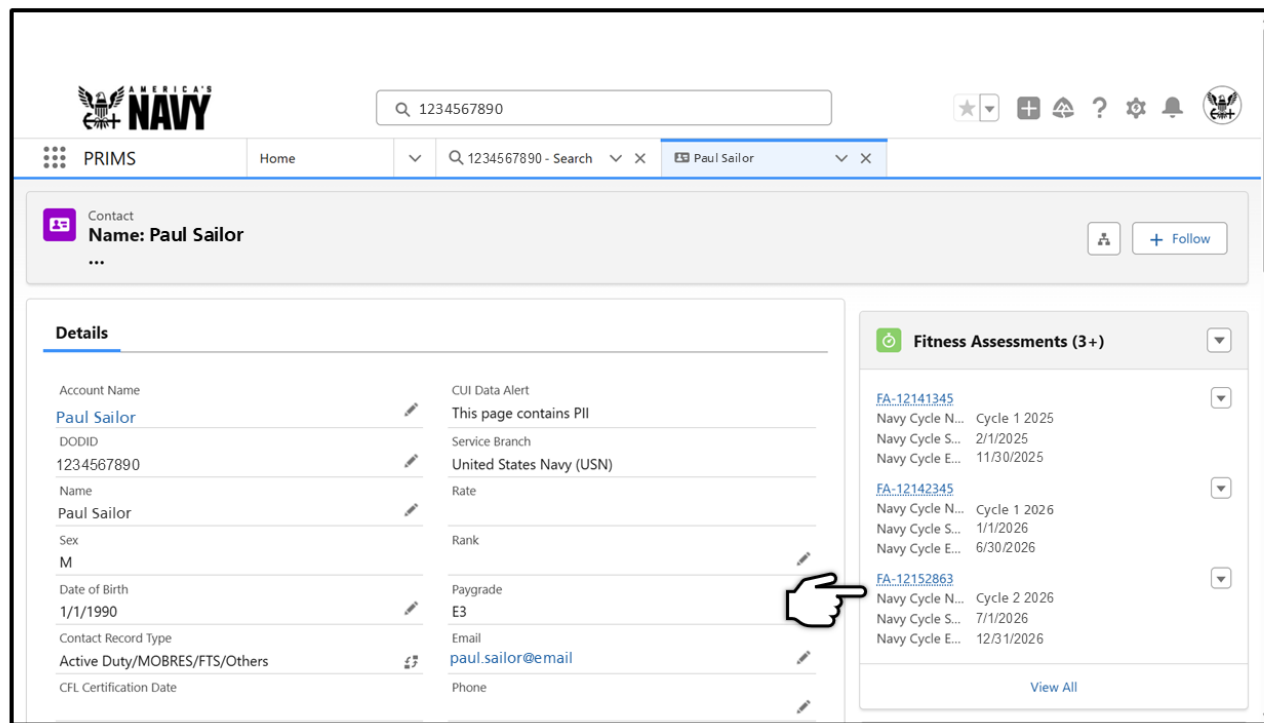
Step-By-Step
Instructions



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.



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-12141345](#)
 - Navy Cycle N... Cycle 1 2025
 - Navy Cycle S... 2/1/2025
 - Navy Cycle E... 11/30/2025
- [FA-12142345](#)
 - Navy Cycle N... Cycle 1 2026
 - Navy Cycle S... 1/1/2026
 - Navy Cycle E... 6/30/2026
- [FA-12152863](#)
 - Navy Cycle N... Cycle 2 2026
 - Navy Cycle S... 7/1/2026
 - Navy Cycle E... 12/31/2026

[View All](#)

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



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Learning Targets



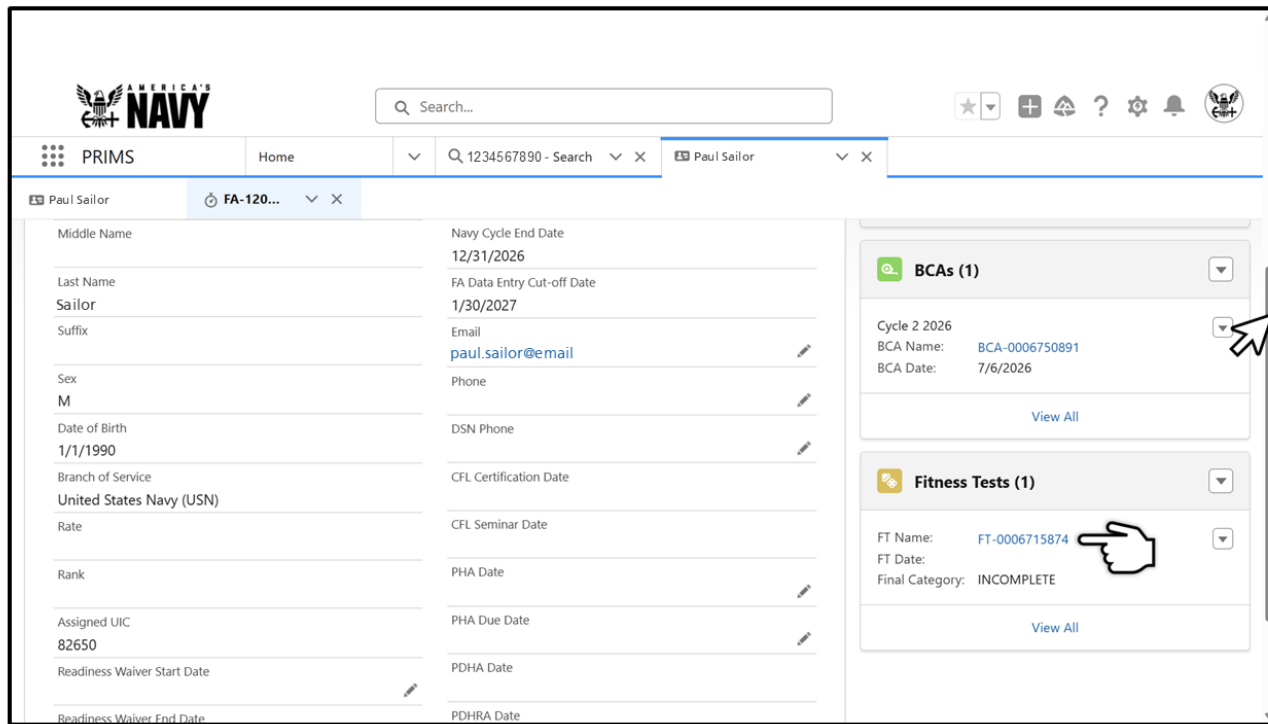
Step-By-Step
Instructions



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 PRIMS (Physical Readiness Information Management System) interface. The user is logged in as 'Paul Sailor'. The main content area displays the sailor's profile information, including personal details, service history, and fitness assessment results. The 'Fitness Tests (1)' section is highlighted, showing a single test entry with the 'FT Name' field containing a blue hyperlink 'FT-0006715874'. A hand icon points to this hyperlink, indicating the next step in the tutorial.

Step 4 of 10: From the **Fitness Assessment** page, scroll to the **Fitness Test** tile then, select the **FT Name** hyperlink.



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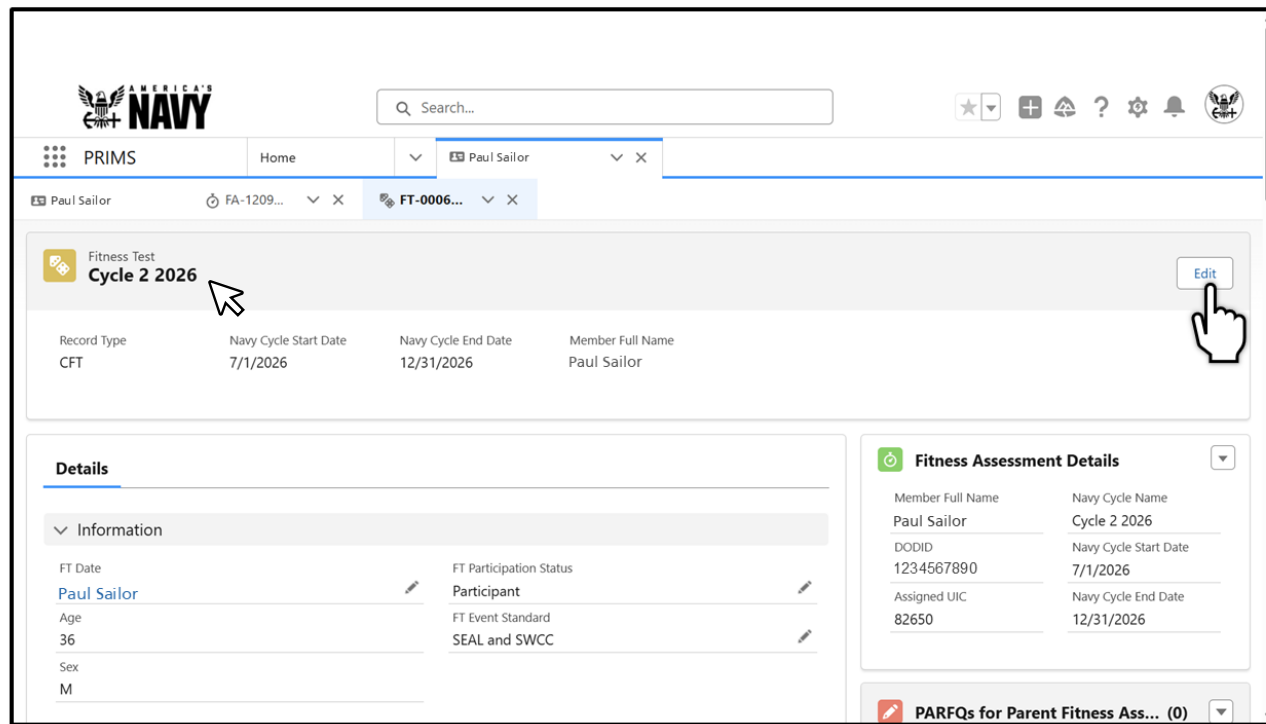
Step-By-Step
Instructions



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.



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	Paul Sailor	FT Participation Status	Participant
Age	36	FT Event Standard	SEAL and SWCC
Sex	M		

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... (0)

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



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Learning Targets



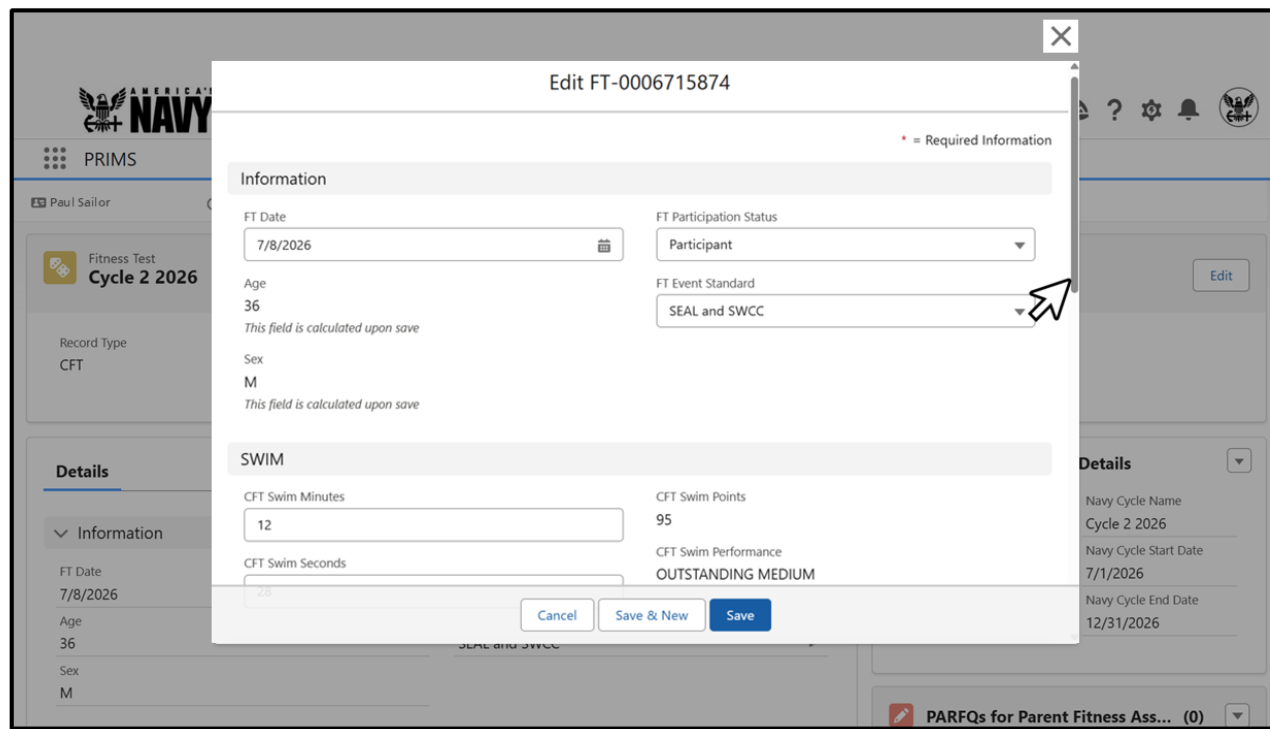
Step-By-Step
Instructions



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 10: Scroll to the appropriate field required to edit. For this lesson, edit the **Cardio Minutes** event.



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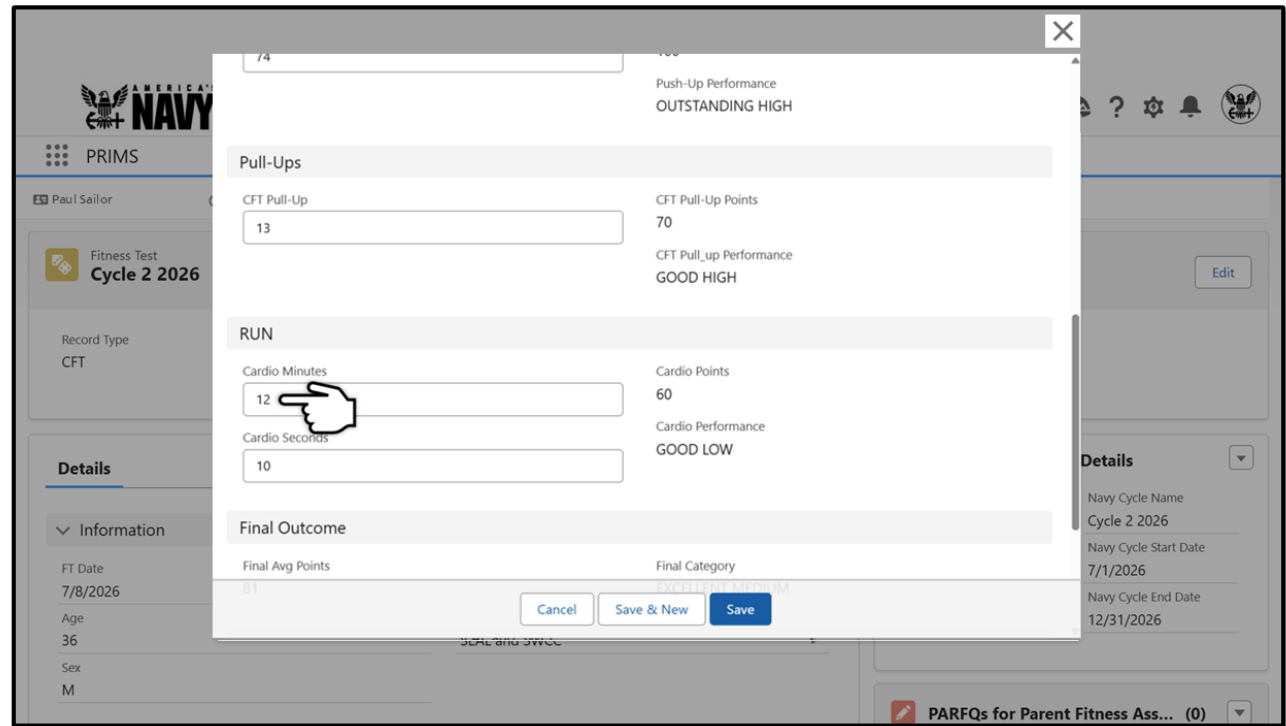
Step-By-Step
Instructions



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 7 of 10: Select the event **Cardio Minutes** field.



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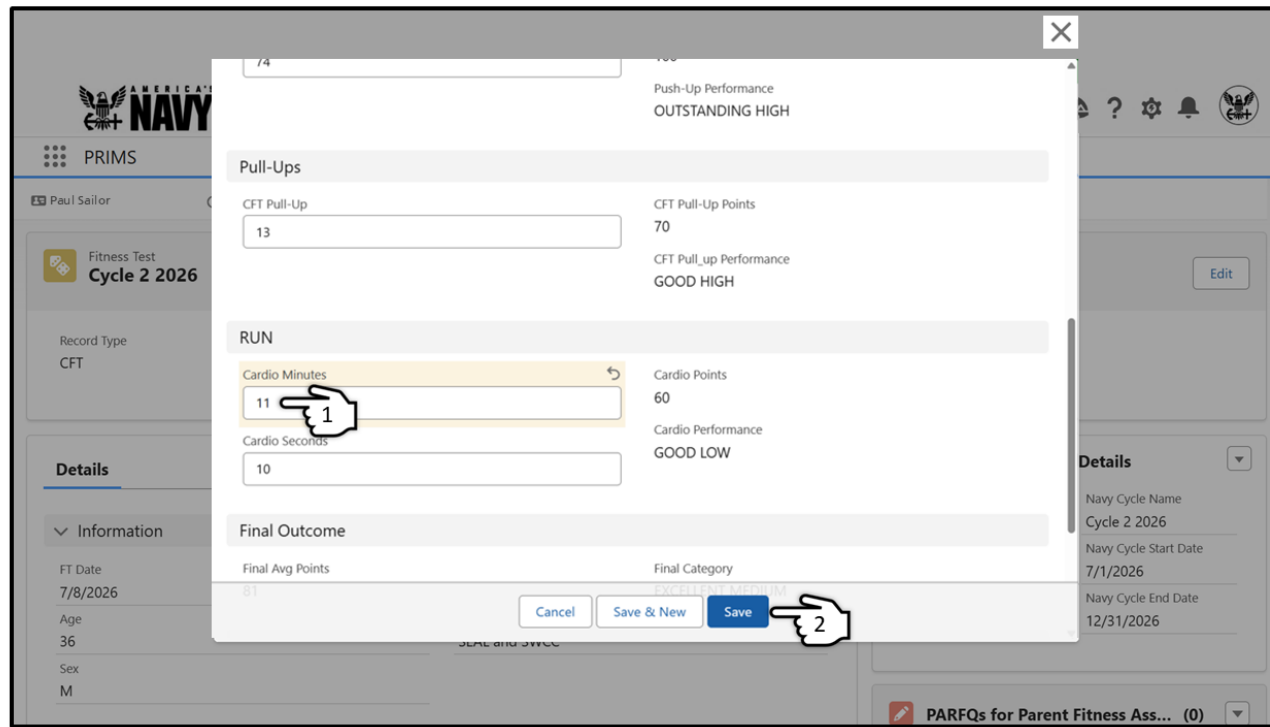
Step-By-Step
Instructions



Quick Steps



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AMERICAN NAVY

PRIMS

Paul Sailor

Fitness Test
Cycle 2 2026

Record Type
CFT

Details

Information

FT Date
7/8/2026

Age
36

Sex
M

Pull-Ups

CFT Pull-Up
13

CFT Pull-Up Points
70

CFT Pull-Up Performance
GOOD HIGH

RUN

Cardio Minutes
11

Cardio Points
60

Cardio Performance
GOOD LOW

Cardio Seconds
10

Final Outcome

Final Avg Points
81

Final Category
EXCELLENT MEDIUM

Cancel Save & New Save

Details

Navy Cycle Name
Cycle 2 2026

Navy Cycle Start Date
7/1/2026

Navy Cycle End Date
12/31/2026

PARFQs for Parent Fitness Ass... (0)

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



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Learning Targets



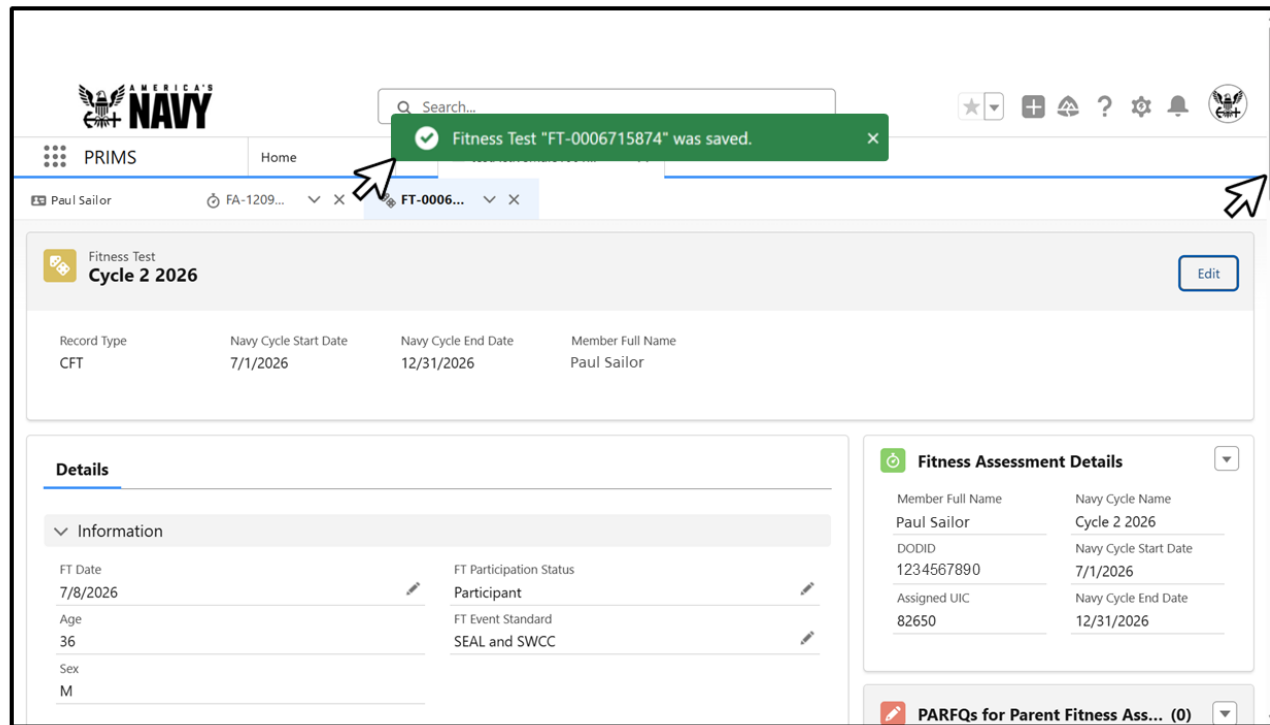
Step-By-Step
Instructions



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.



PRIMS Home

Search...

FA-1209... FT-0006...

Fitness Test Cycle 2 2026

Record Type: CFT

Navy Cycle Start Date: 7/1/2026

Navy Cycle End Date: 12/31/2026

Member Full Name: Paul Sailor

Details

Information

FT Date: 7/8/2026

Age: 36

Sex: M

FT Participation Status: Participant

FT Event Standard: SEAL and SWCC

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... (0)

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

How To Edit a CFT

Step-By-Step Instructions



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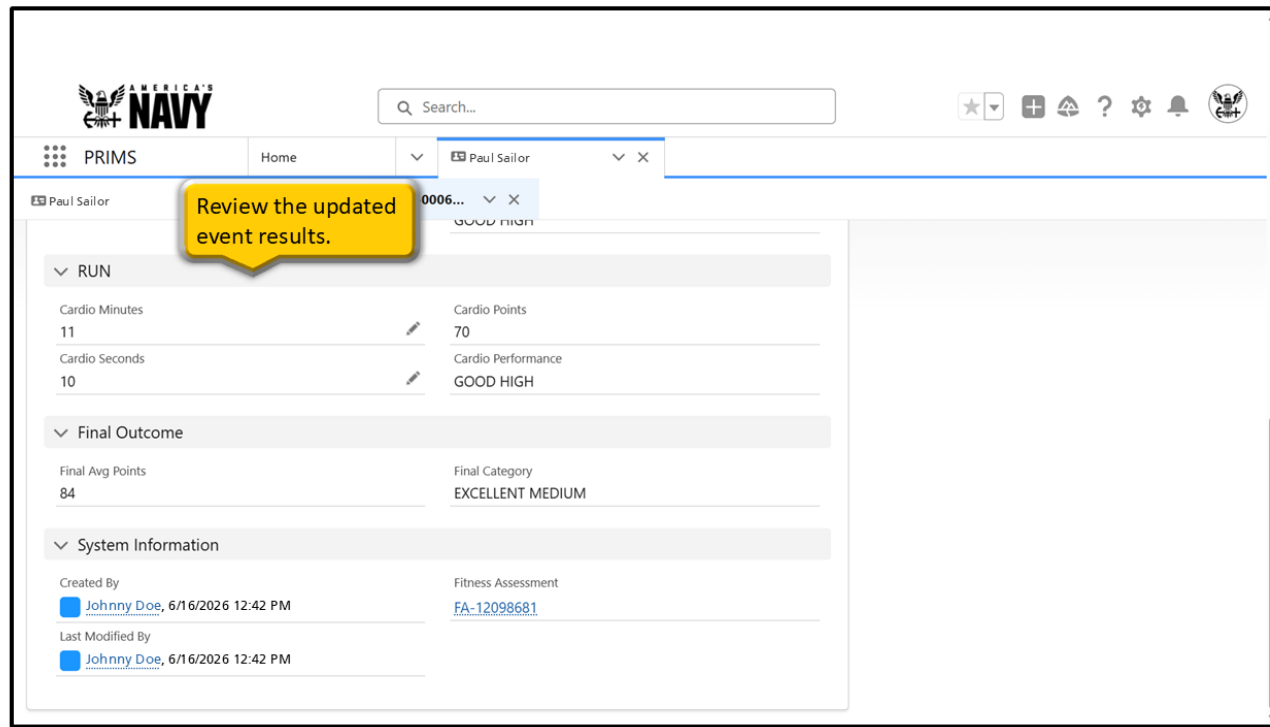
Step-By-Step
Instructions



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.



Review the updated event results.

AMERICA'S NAVY

PRIMS Home Paul Sailor

Paul Sailor 0006... GOOD HIGH

RUN

Cardio Minutes	11	Cardio Points	70
Cardio Seconds	10	Cardio Performance	GOOD HIGH

Final Outcome

Final Avg Points	84	Final Category	EXCELLENT MEDIUM
------------------	----	----------------	------------------

System Information

Created By	Johnny Doe, 6/16/2026 12:42 PM	Fitness Assessment	FA-12098681
Last Modified By	Johnny Doe, 6/16/2026 12:42 PM		

Review the event results and updated Final Outcome.

How To Edit a CFT

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.



That's It!

You have successfully edited a CFT 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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Learning Targets



Step-By-Step
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Quick Steps

