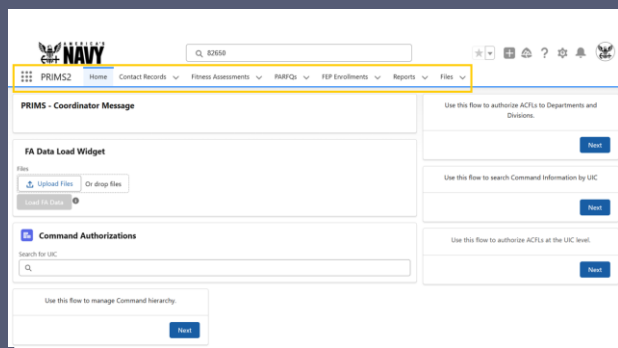




Combat Fitness Assessment (CFA) *Platform Display*



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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 Leaders (ACFLs).

How It Works



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



Combat arms personnel participate in the scheduled CFA.



CFL 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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CFA Quick
Tips





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CFA Quick
Tips



CFA key takeaways:

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



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

New! CFA Functionality

CFA Quick Tips



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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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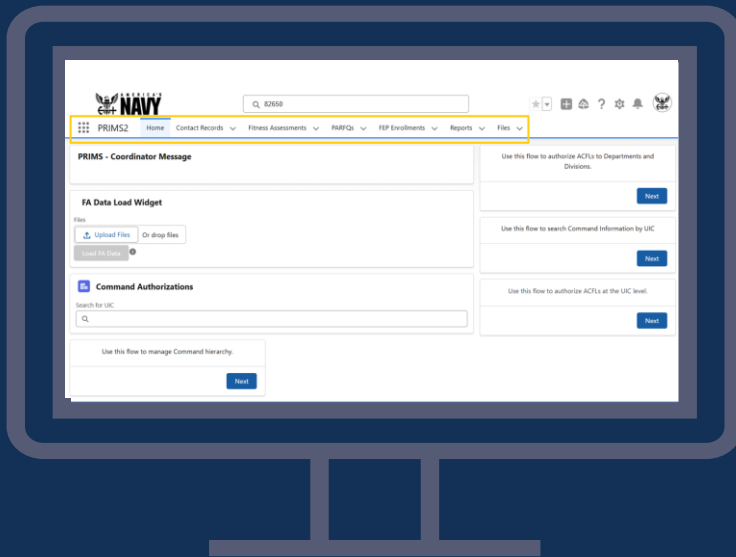
CFA Quick
Tips





CFL PRIMS Training

Medical Waiver for CFA *Platform Display*



Start Tutorial



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Overview of Medical Waiver

Med Waiver Guidance

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

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

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



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

How It Works



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



The OC/OIC endorses the medical waiver.



The CFL adds the medical waiver in PRIMS.



How to Use This Tutorial

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

- Use the **Navigation panel** on the left to move between lesson sections.
- 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), 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

- 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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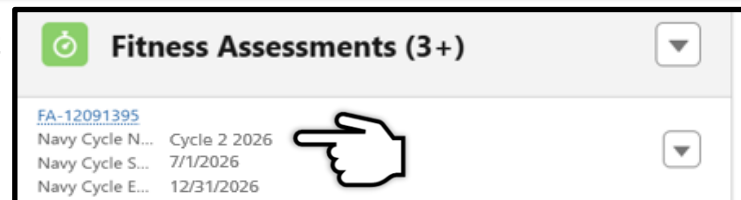
Step-By-Step
Instructions



Quick Steps



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



Fitness Assessments (3+)

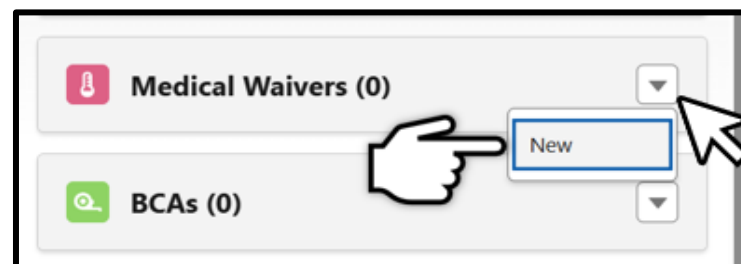
[FA-12091395](#)

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](#).

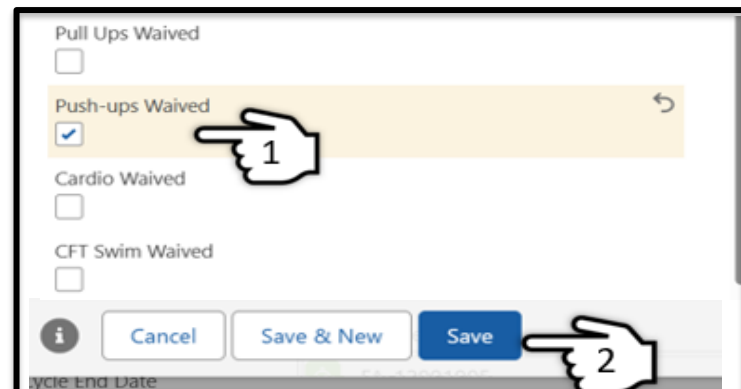


Medical Waivers (0)

[New](#)

BCAs (0)

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



Pull Ups Waived

☐

Push-ups Waived

☒ 1

Cardio Waived

☐

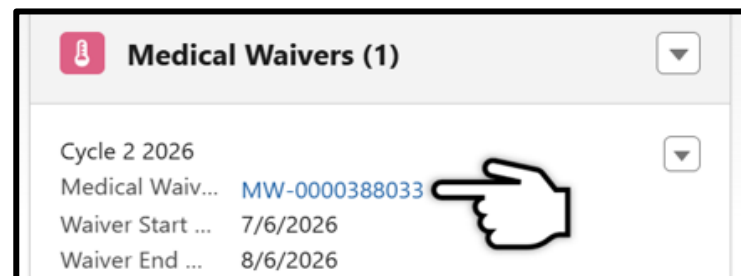
CFT Swim Waived

☐

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

 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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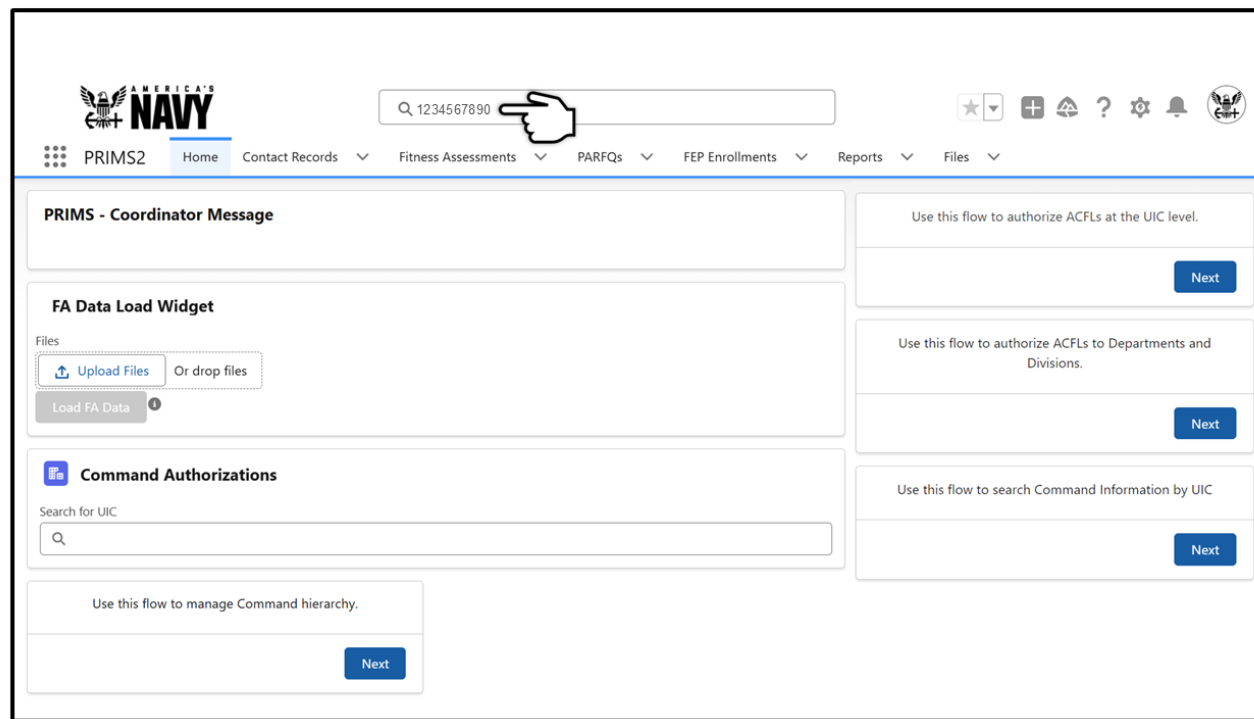
Step-By-Step
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Quick Steps



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



The screenshot shows the PRIMS2 interface. At the top, there is a search bar with the text "1234567890" and a hand icon pointing to it. Below the search bar is a navigation menu with options: PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area is divided into several sections: "PRIMS - Coordinator Message", "FA Data Load Widget" (with "Upload Files" and "Load FA Data" buttons), "Command Authorizations" (with a "Search for UIC" field), and three "Next" buttons on the right side. A large left arrow and a large right arrow are positioned on either side of the screenshot.



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

How To View a Medical Waiver

Step-By-Step Instructions



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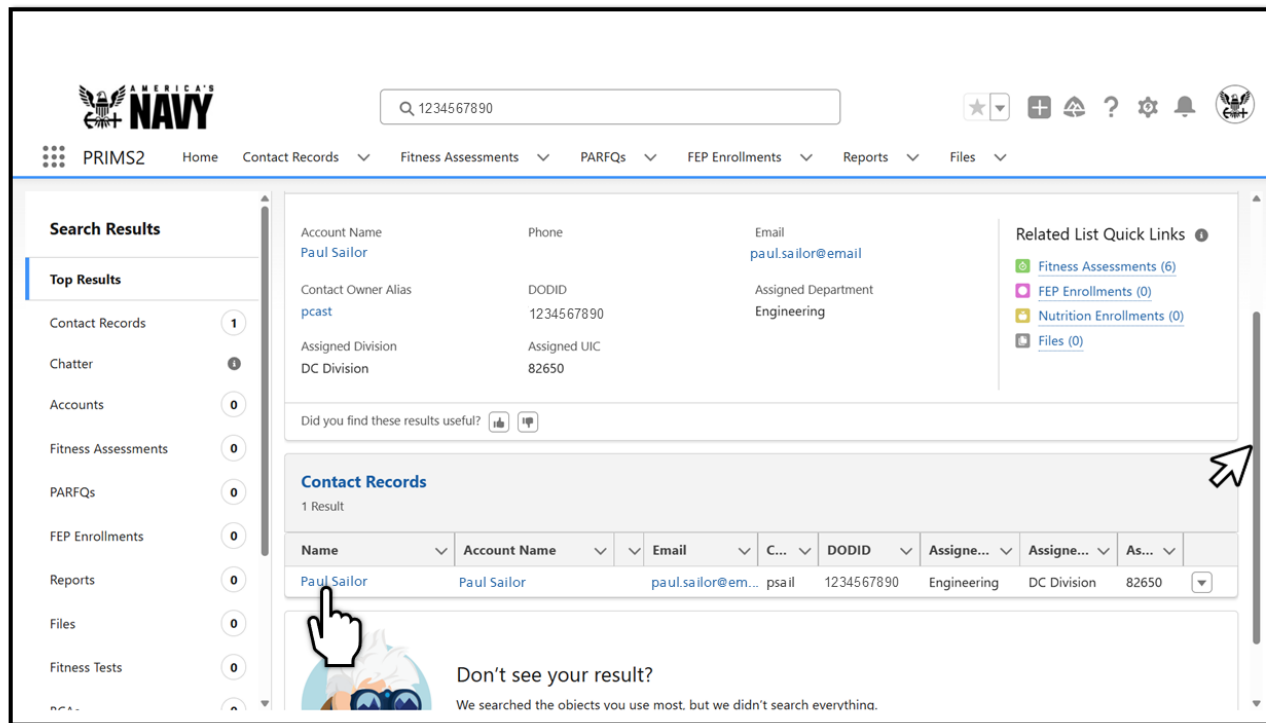
Step-By-Step
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Quick Steps



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



The screenshot shows the PRIMS2 web application interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' option is selected. On the left side, there's a 'Search Results' panel with a 'Top Results' section. The 'Contact Records' result is highlighted with a blue bar and a '1' in a circle. Below this, there's a table of search results. The first row is for 'Paul Sailor' and is highlighted with a blue bar. A hand cursor is pointing at the 'Paul Sailor' name in the table. To the right of the table, there's a 'Related List Quick Links' section with links to 'Fitness Assessments (6)', 'FEP Enrollments (0)', 'Nutrition Enrollments (0)', and 'Files (0)'. At the bottom of the table, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

Name	Account Name	Email	C...	DODID	Assigne...	Assigne...	As...
Paul Sailor	Paul Sailor	paul.sailor@em...	psail	1234567890	Engineering	DC Division	82650

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

How To View a Medical Waiver

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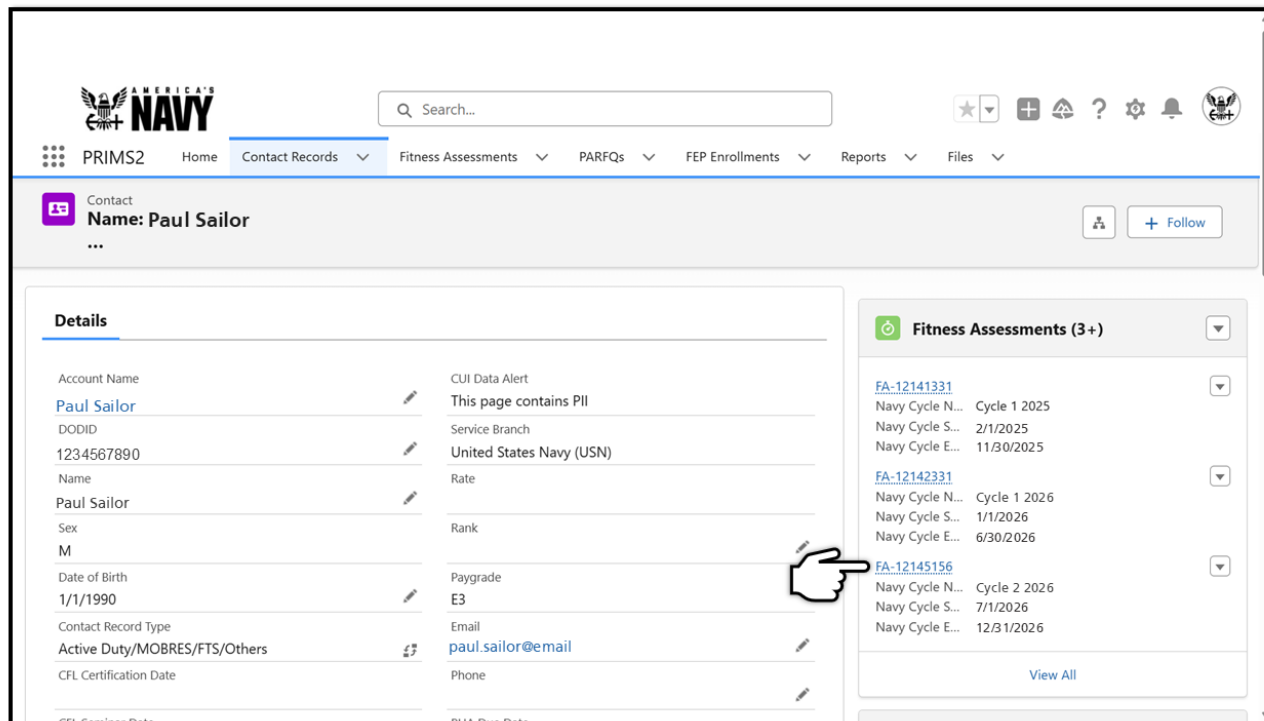
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Quick Steps



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



The screenshot shows the Navy Physical Readiness Program interface. At the top, there is a search bar and navigation tabs: PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' tab is selected, showing a profile for 'Paul Sailor'. The profile includes a 'Details' section with fields for Account Name, DODID, Name, Sex, Date of Birth, Contact Record Type, and CFL Certification Date. A 'Fitness Assessments (3+)' section is also visible, listing three assessments with their respective Navy Cycle numbers and dates. A hand icon points to the 'FA-12145156' assessment, which is the current selection.

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

Fitness Assessments (3+)	
FA-12141331	
Navy Cycle N...	Cycle 1 2025
Navy Cycle S...	2/1/2025
Navy Cycle E...	11/30/2025
FA-12142331	
Navy Cycle N...	Cycle 1 2026
Navy Cycle S...	1/1/2026
Navy Cycle E...	6/30/2026
FA-12145156	
Navy Cycle N...	Cycle 2 2026
Navy Cycle S...	7/1/2026
Navy Cycle E...	12/31/2026

[View All](#)

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

How To View a Medical Waiver

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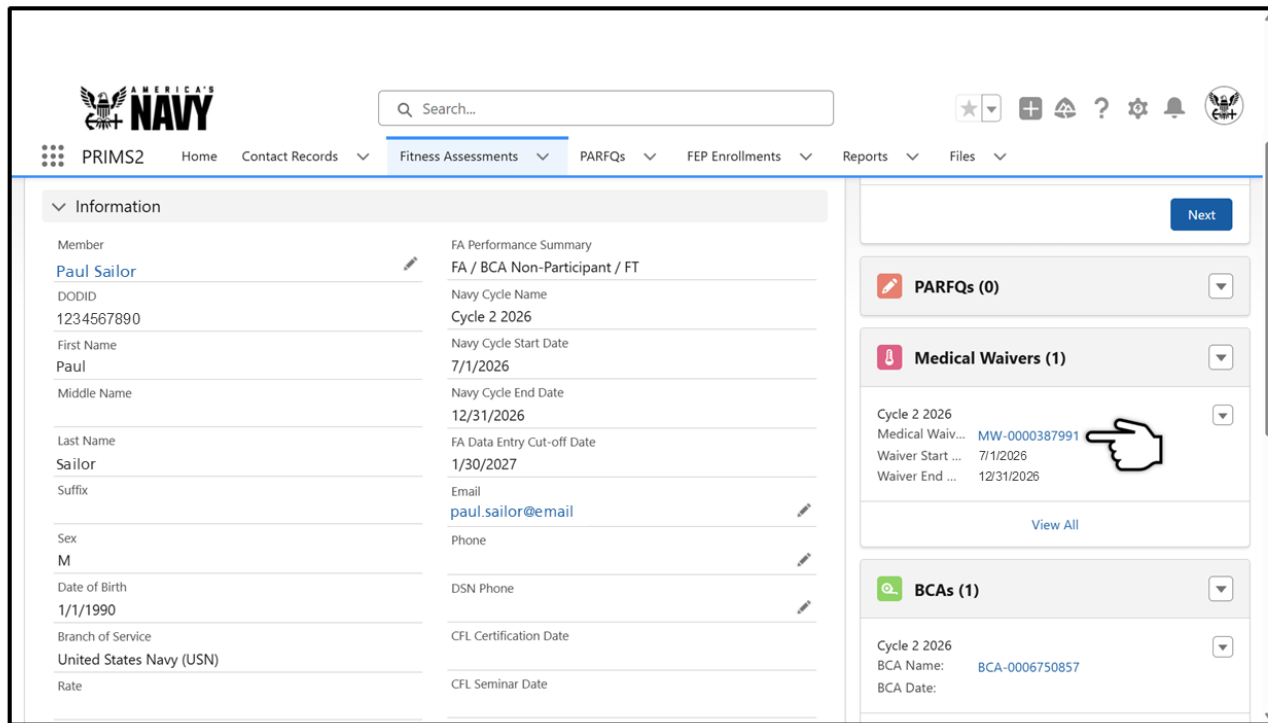
Step-By-Step
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the Navy Physical Readiness Program interface. The top navigation bar includes the Navy logo, a search bar, and various icons. The main content area is divided into two columns. The left column displays member information for Paul Sailor, including DODID, first and middle names, last name, sex, date of birth, branch of service, and rate. The right column displays fitness assessments, PARFQs, and medical waivers. A hand icon points to the 'Medical Waivers (1)' tile, which shows a cycle 2 2026 medical waiver with a blue hyperlink 'MW-0000387991'. Below this, there is a 'View All' link. The bottom of the interface features a row of six circular navigation buttons, with the first four being blue and the last two being grey.

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

How To View a Medical Waiver

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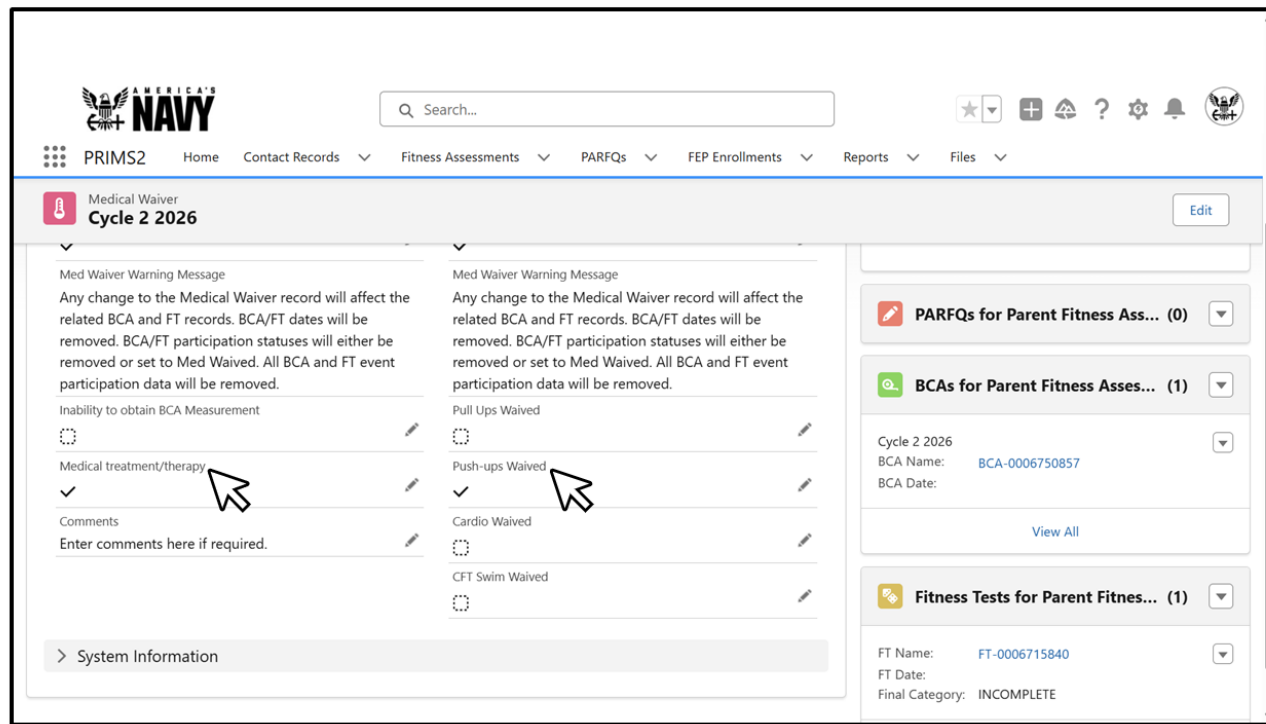
Step-By-Step
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Quick Steps



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.



Medical Waiver Cycle 2 2026 Edit

Med Waiver Warning Message
Any change to the Medical Waiver record will affect the related BCA and FT records. BCA/FT dates will be removed. BCA/FT participation statuses will either be removed or set to Med Waived. All BCA and FT event participation data will be removed.

Inability to obtain BCA Measurement	☐	☐
Medical treatment/therapy	☒	☒
Comments	☐	☐
Enter comments here if required.	☐	☐

System Information

PARFQs for Parent Fitness Ass... (0)

BCAs for Parent Fitness Asses... (1)

Cycle 2 2026
BCA Name: [BCA-0006750857](#)
BCA Date: [View All](#)

Fitness Tests for Parent Fitness... (1)

FT Name: [FT-0006715840](#)
FT Date: [View All](#)
Final Category: INCOMPLETE

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

How To View a Medical Waiver

Step-By-Step Instructions



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



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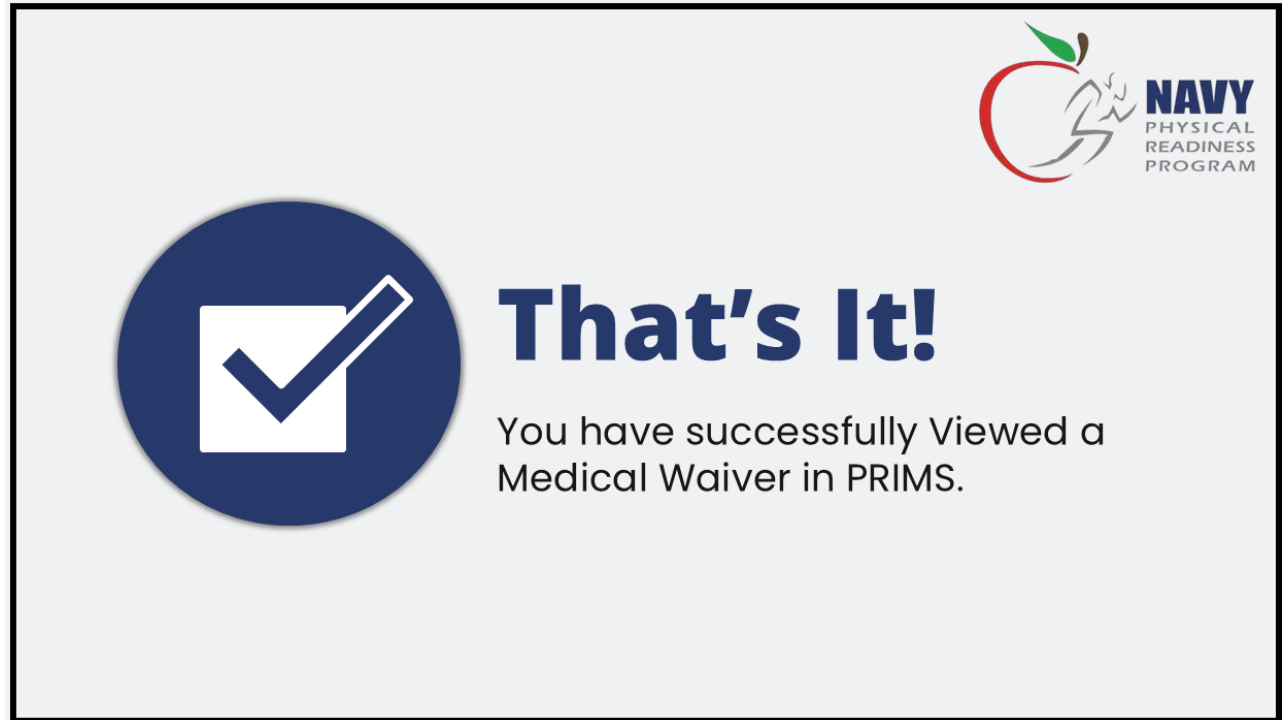
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[Continue to How to Create a Medical Waiver](#)

How To Create a Medical Waiver

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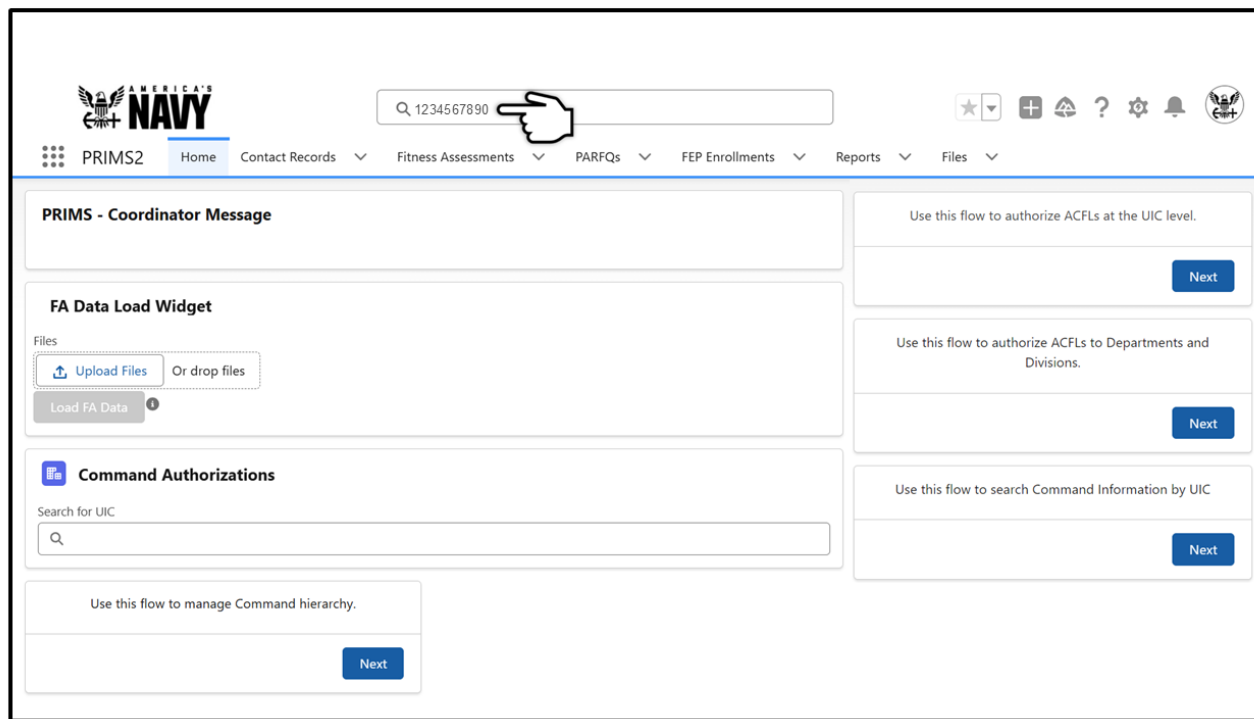
Step-By-Step
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



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



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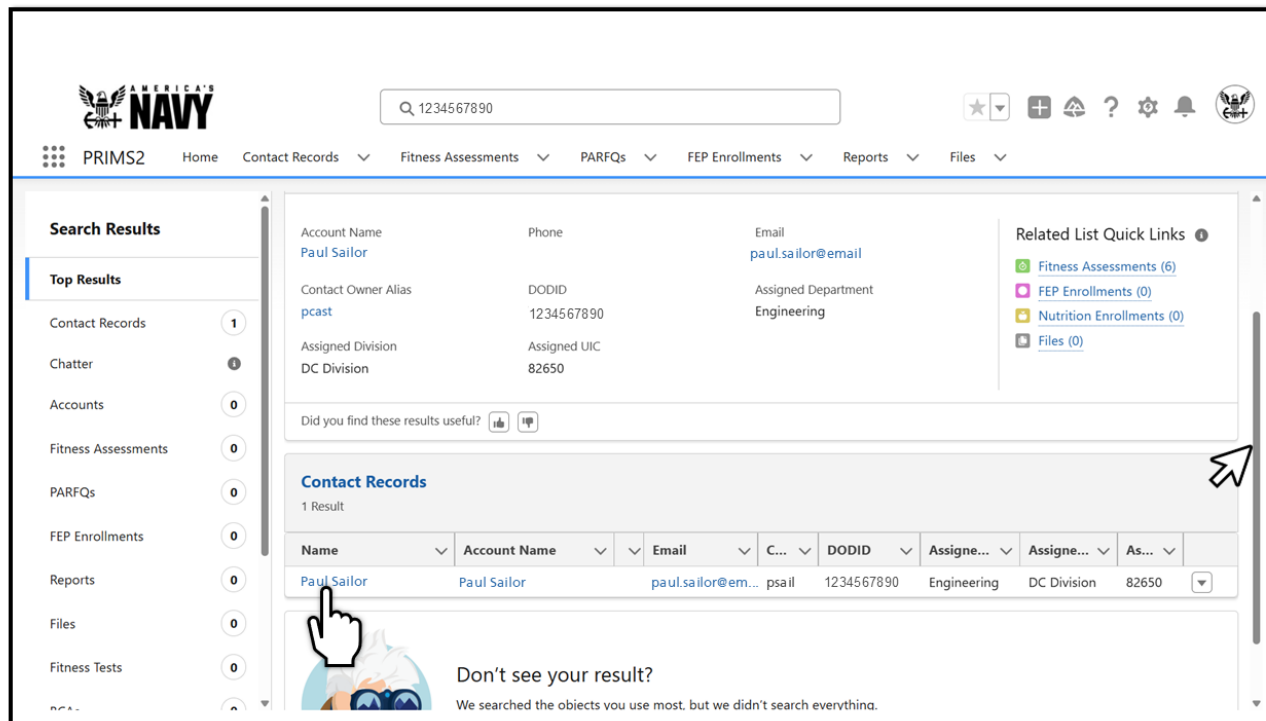
Step-By-Step
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Quick Steps



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



The screenshot shows the PRIMS2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The 'Contact Records' section is active. On the left, there's a 'Search Results' sidebar with a 'Top Results' section. The 'Top Results' section lists various categories with counts: Contact Records (1), Chatter (0), Accounts (0), Fitness Assessments (0), PARFQs (0), FEP Enrollments (0), Reports (0), Files (0), and Fitness Tests (0). The 'Contact Records' category is selected, showing 1 result. The result is for 'Paul Sailor'. The details for 'Paul Sailor' are displayed in a table-like format:

Account Name	Phone	Email
Paul Sailor		paul.sailor@email
Contact Owner Alias	DODID	Assigned Department
pcast	1234567890	Engineering
Assigned Division	Assigned UIC	
DC Division	82650	

Below the table, there's a section titled 'Contact Records' with 1 result. The result is a table with columns: Name, Account Name, Email, C..., DODID, Assigne..., Assigne..., As..., and a dropdown menu. The row for 'Paul Sailor' is highlighted, with a hand cursor pointing to the 'Name' column. The 'Name' column contains 'Paul Sailor'. The 'Account Name' column contains 'Paul Sailor'. The 'Email' column contains 'paul.sailor@email'. The 'C...' column contains 'psail'. The 'DODID' column contains '1234567890'. The 'Assigne...' column contains 'Engineering'. The 'Assigne...' column contains 'DC Division'. The 'As...' column contains '82650'. Below the table, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

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



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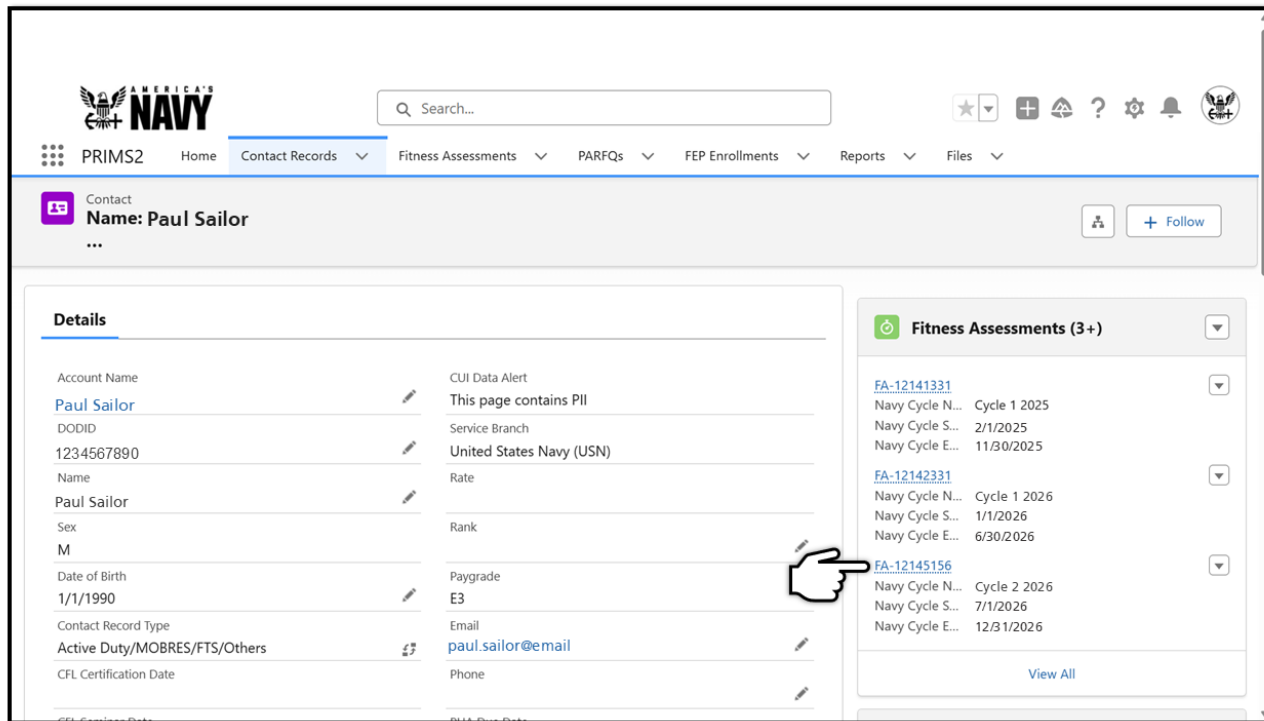
Step-By-Step
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Quick Steps



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



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

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



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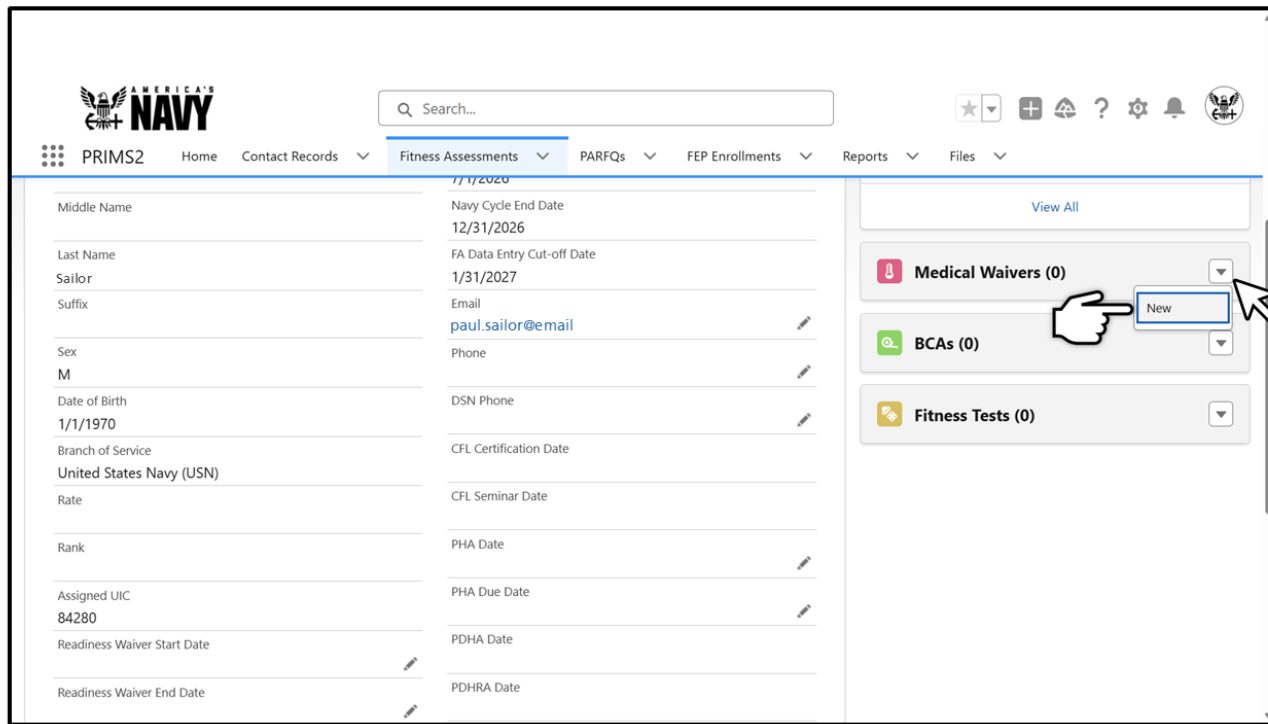
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the NAVY PRIMS2 interface. The 'Fitness Assessments' tab is selected. On the right side, there are three sections: 'Medical Waivers (0)', 'BCAs (0)', and 'Fitness Tests (0)'. A hand cursor is pointing to the 'New' button next to the 'Medical Waivers (0)' section. Below the screenshot, there are seven circular navigation buttons, with the first four being dark blue and the last three being light gray.

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

How To Create a Medical Waiver

Step-By-Step Instructions



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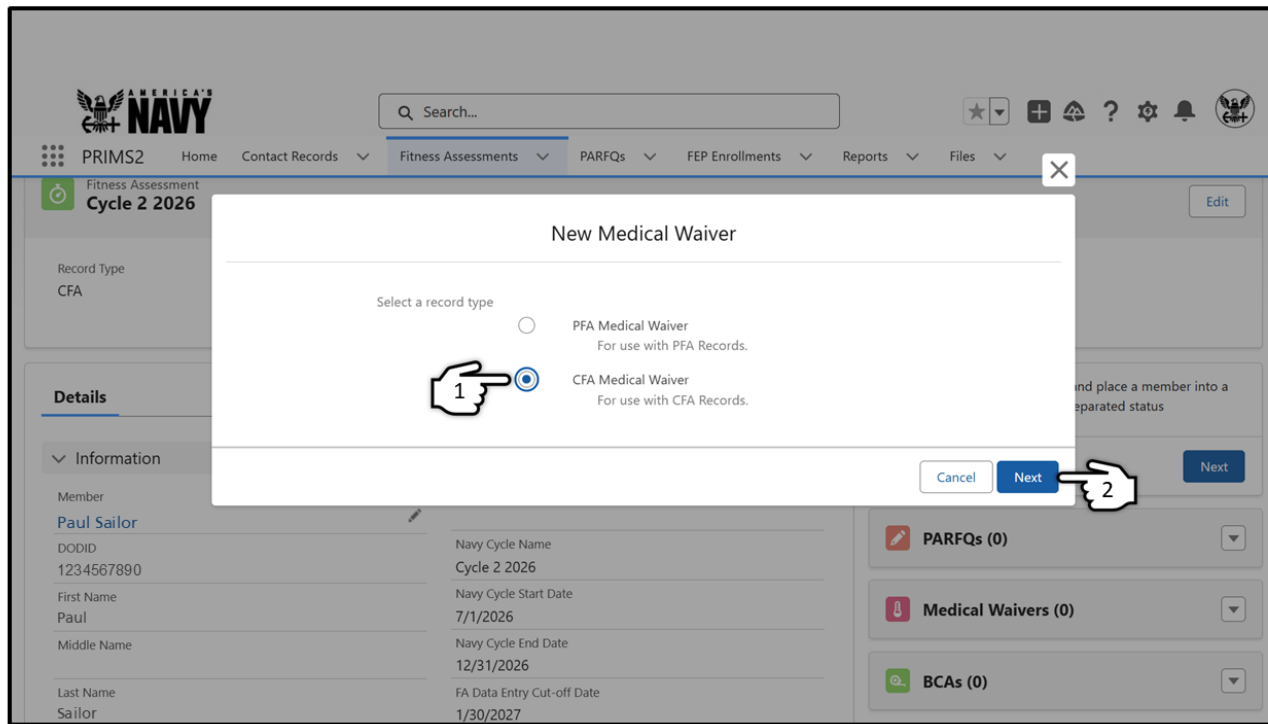
Step-By-Step
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.




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



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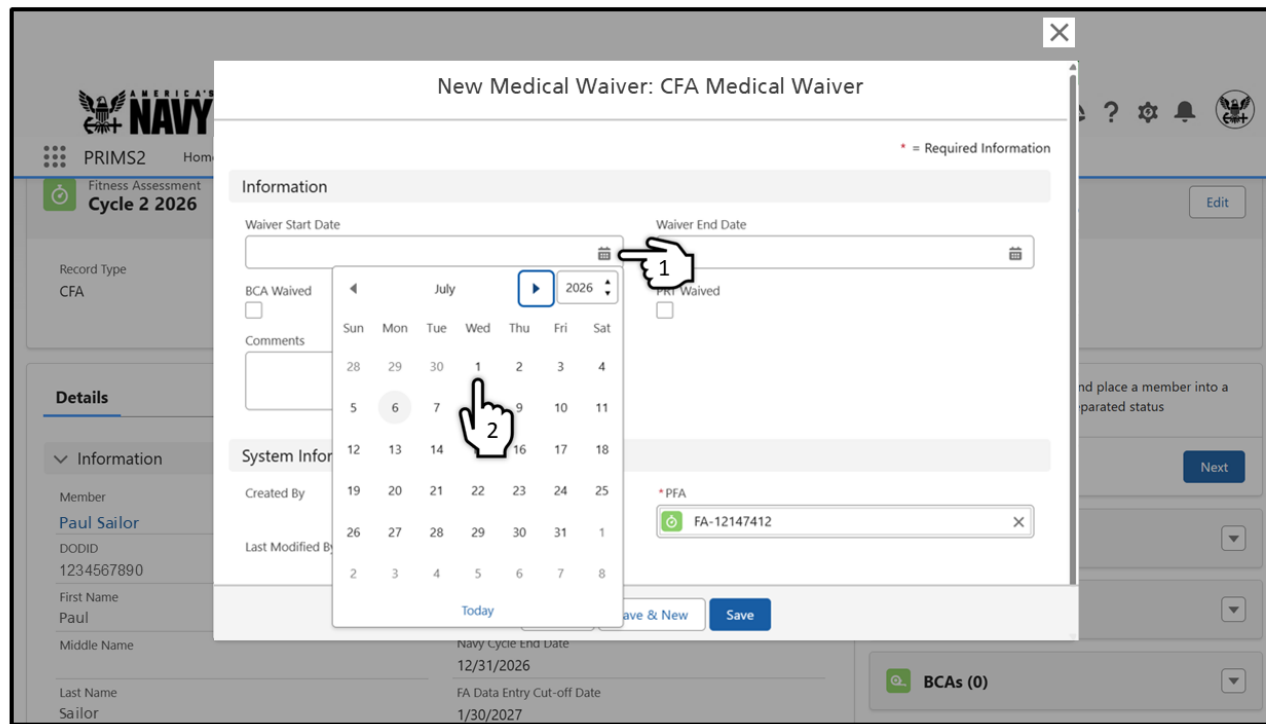
Step-By-Step
Instructions



Quick Steps



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



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



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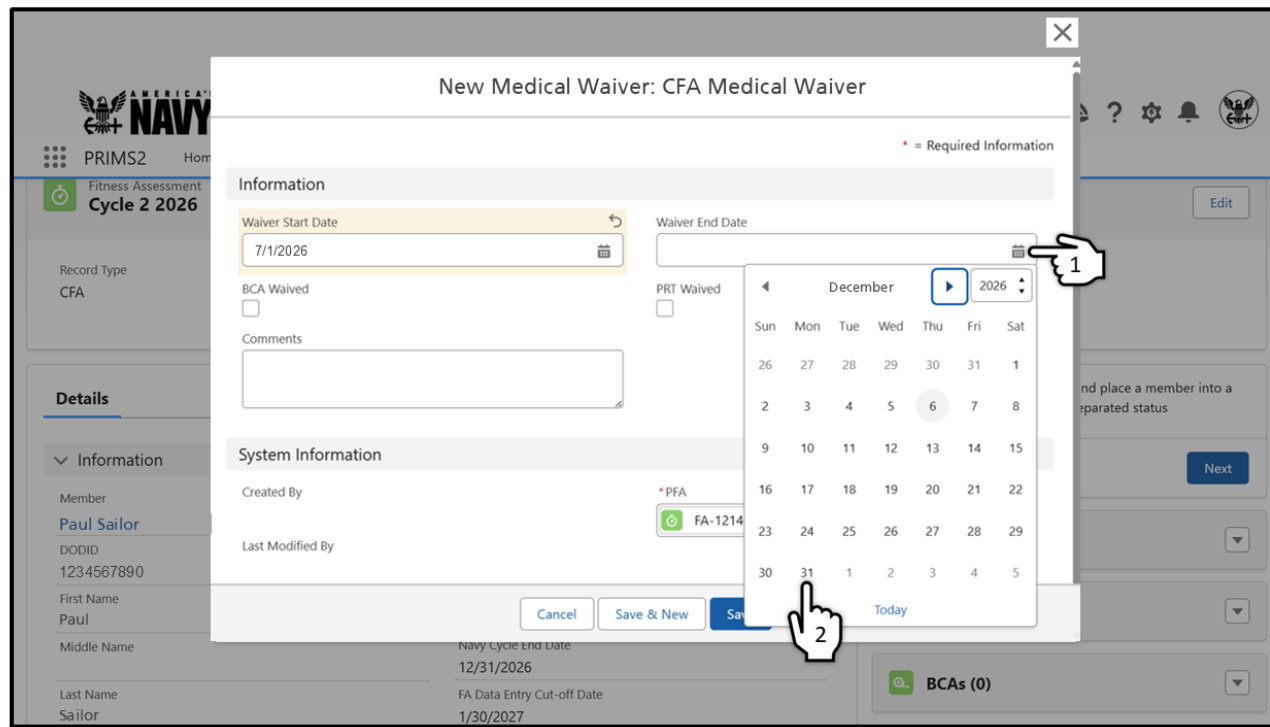
Step-By-Step
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Quick Steps



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.




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

How To Create a Medical Waiver

Step-By-Step Instructions



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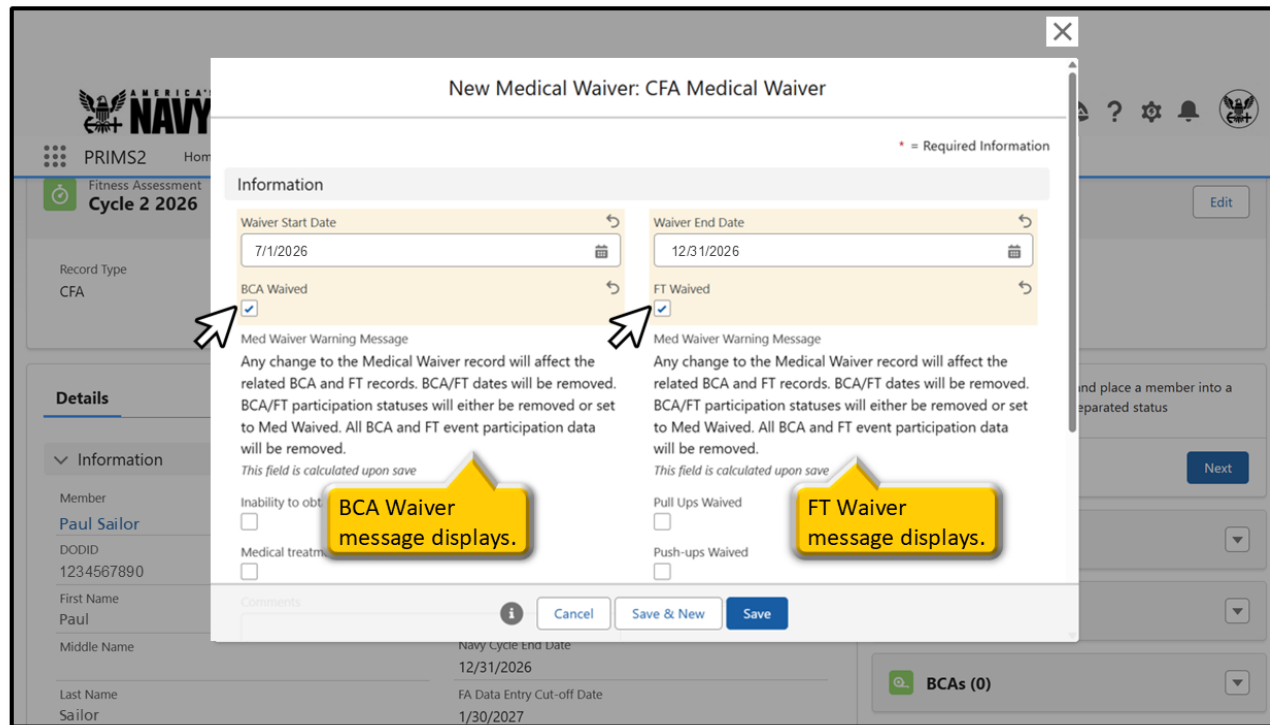
Step-By-Step
Instructions



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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Learning Targets



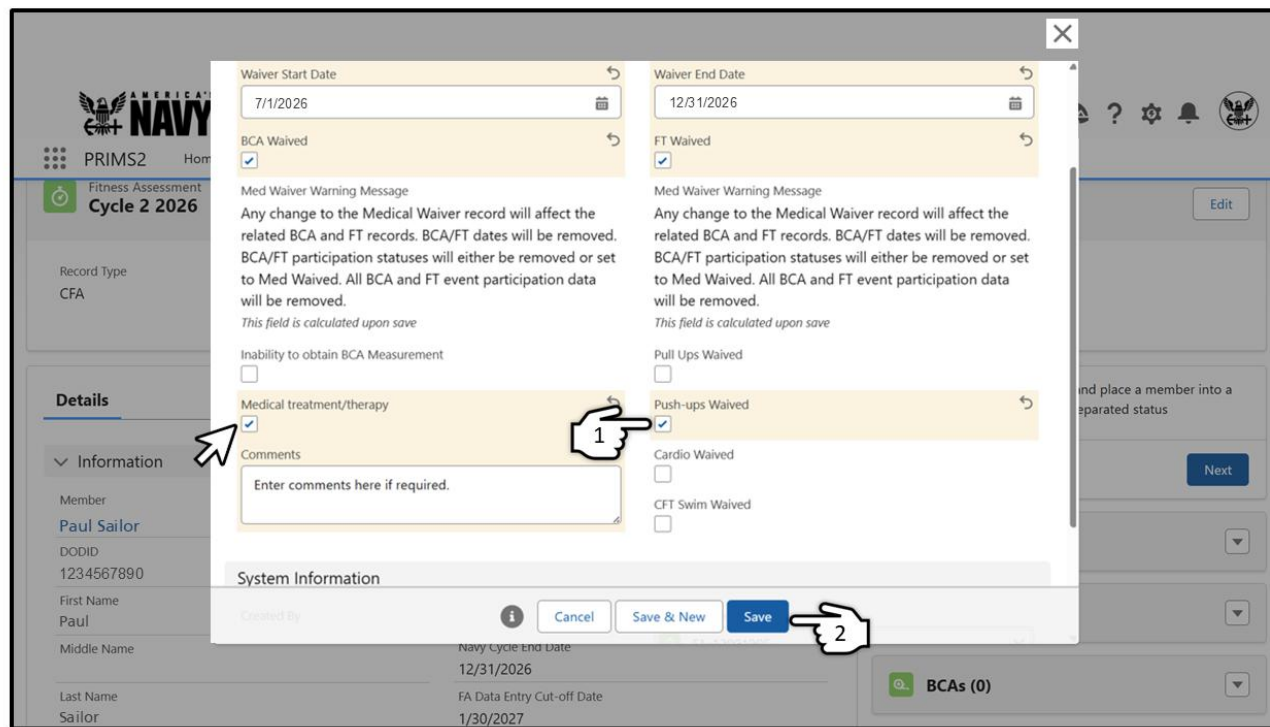
Step-By-Step
Instructions



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 'Details' tab of the Medical Waiver creation interface. The 'Waiver Start Date' is 7/1/2026 and the 'Waiver End Date' is 12/31/2026. The 'BCA Waived' checkbox is checked. The 'FT Waived' checkbox is checked. The 'Medical treatment/therapy' checkbox is checked. The 'Comments' field is empty. The 'System Information' section shows 'Created By' as 'Navy Cycle End Date' 12/31/2026 and 'FA Data Entry Cut-off Date' 1/30/2027. The 'Save' button is highlighted with a hand icon and the number 2.



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

Note: Select all that apply.



Overview



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Learning Targets



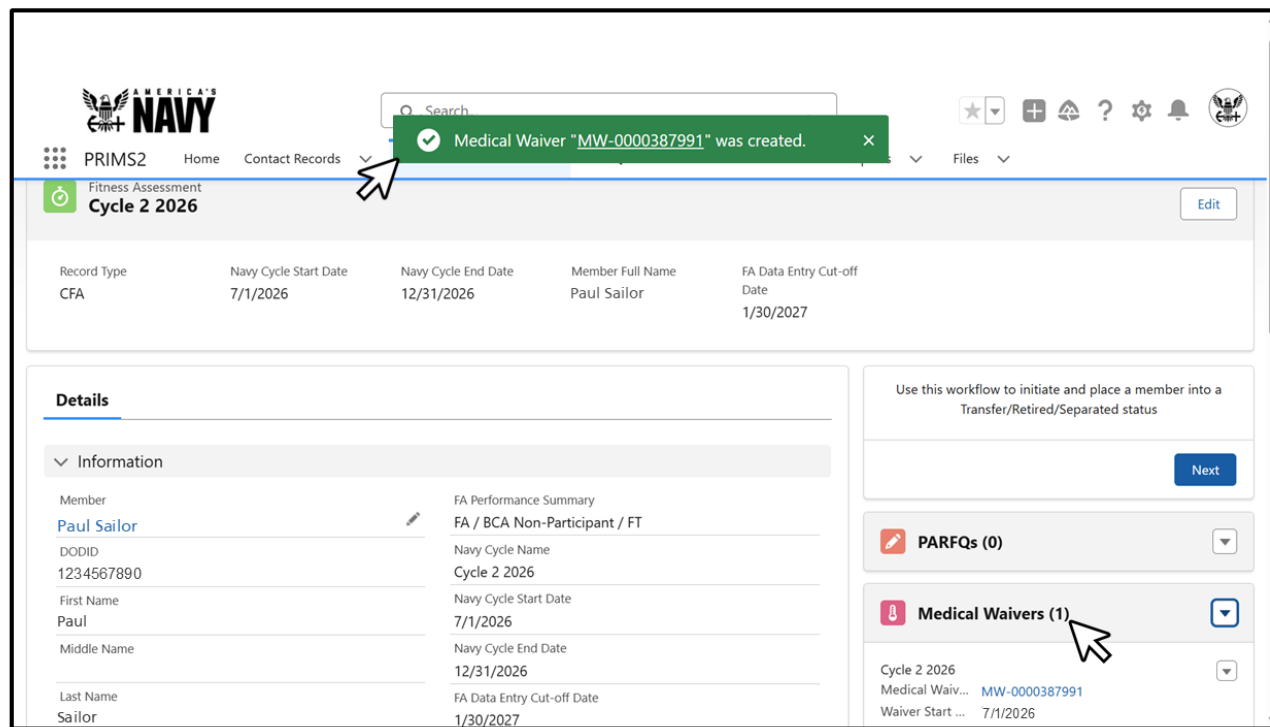
Step-By-Step
Instructions



Quick Steps



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



The screenshot shows the Navy Physical Readiness Program interface. At the top, a green banner with a checkmark icon displays the message: "Medical Waiver 'MW-0000387991' was created." Below the banner, the interface shows a table with columns: Record Type, Navy Cycle Start Date, Navy Cycle End Date, Member Full Name, and FA Data Entry Cut-off Date. The table contains one row for a member named Paul Sailor. Below the table, there is a 'Details' section with a tab for 'Information'. This section displays member information (Paul Sailor, DODID 1234567890) and performance summary (FA / BCA Non-Participant / FT, Navy Cycle Name Cycle 2 2026, Navy Cycle Start Date 7/1/2026, Navy Cycle End Date 12/31/2026, FA Data Entry Cut-off Date 1/30/2027). On the right side, there is a 'Next' button and a section for 'PARFQs (0)' and 'Medical Waivers (1)'. The 'Medical Waivers (1)' section shows a list of waivers, including the one just created (MW-0000387991).

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

How To Create a Medical Waiver

Step-By-Step Instructions



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



Overview



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Policy Insights



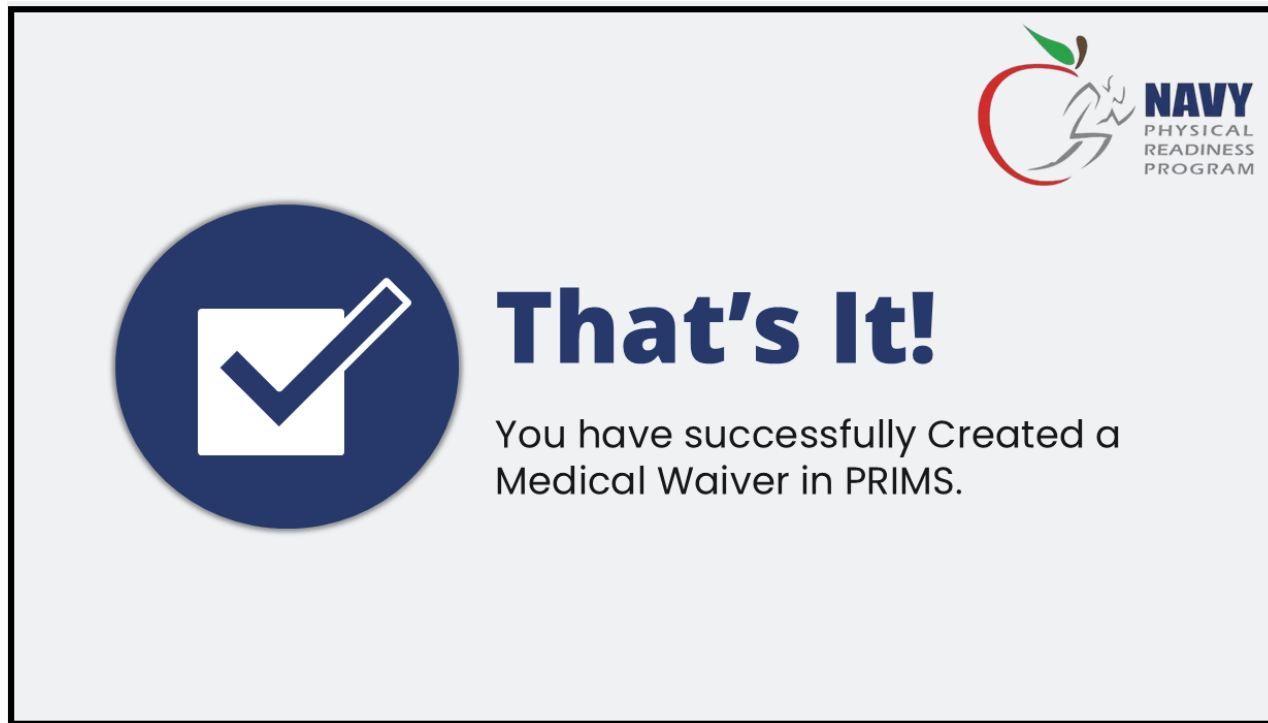
Learning Targets



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Instructions



Quick Steps



Continue to How to Edit a Medical Waiver

How To Edit a Medical Waiver

Step-By-Step Instructions



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Learning Targets



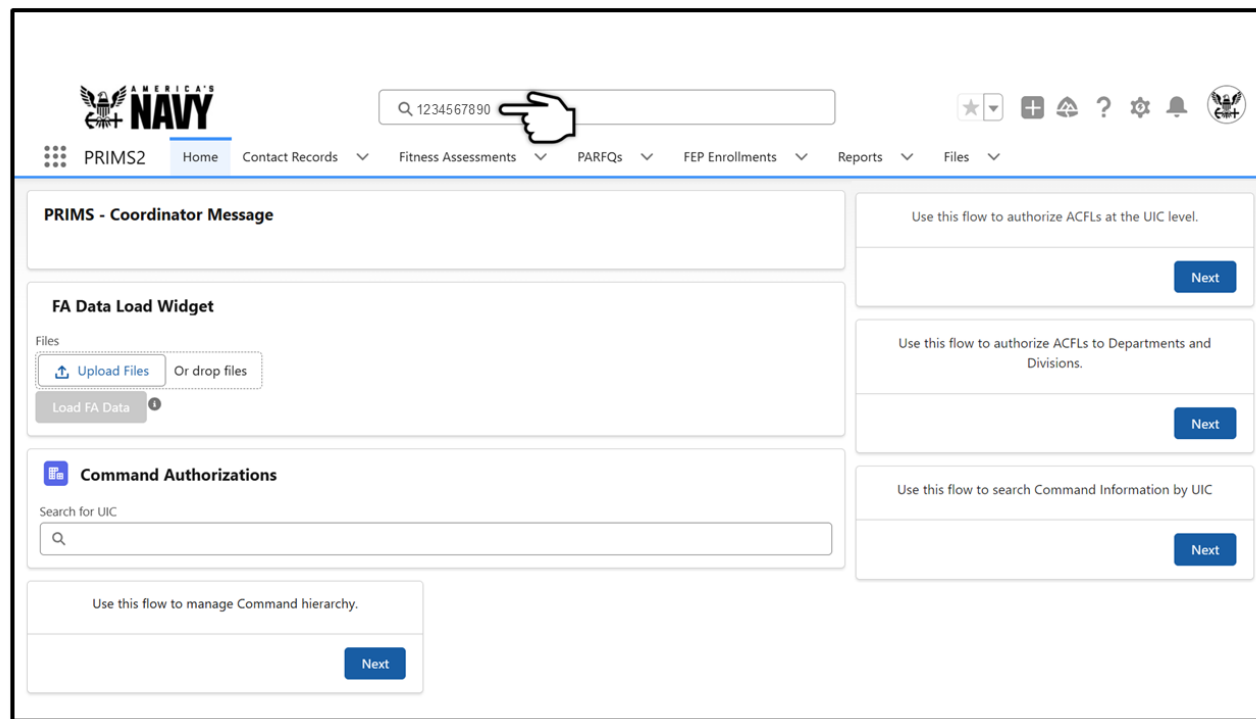
Step-By-Step
Instructions



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 PRIMS2 interface. At the top, there is a search bar with the text "1234567890" and a hand icon pointing to it. Below the search bar is a navigation menu with the following items: PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area is divided into several sections: "PRIMS - Coordinator Message", "FA Data Load Widget" (with "Upload Files" and "Load FA Data" buttons), "Command Authorizations" (with a "Search for UIC" field), and three "Next" buttons on the right side. The interface is designed for desktop use, with a clear search field and navigation options.

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

3 How To Edit a Medical Waiver

Step-By-Step Instructions



Overview



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Learning Targets



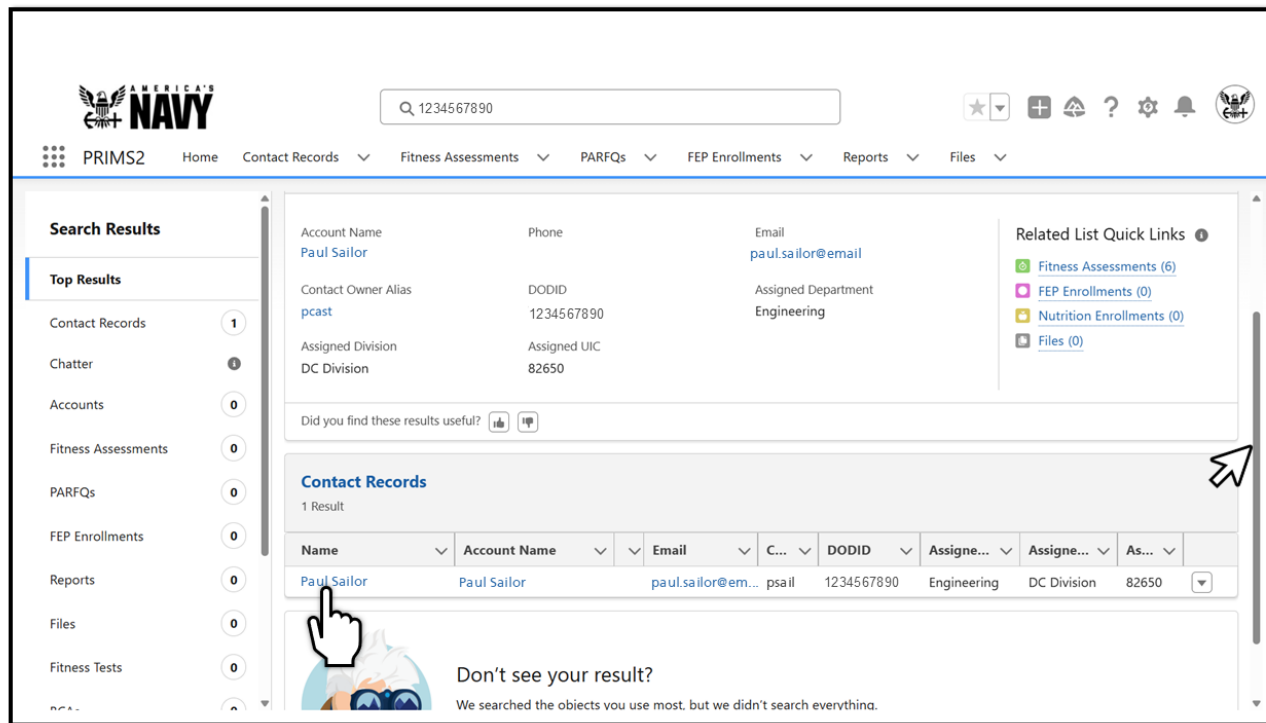
Step-By-Step
Instructions



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



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

How To Edit a Medical Waiver

Step-By-Step Instructions



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Learning Targets



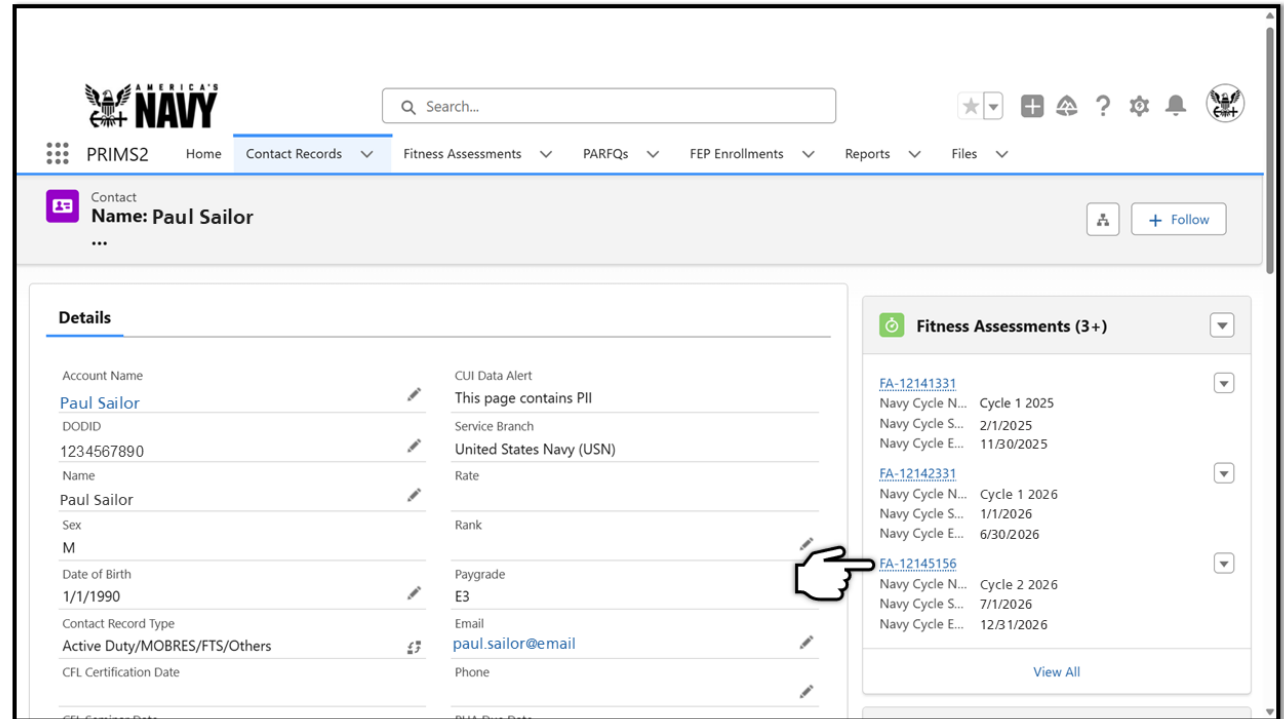
Step-By-Step
Instructions



Quick Steps



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



Details

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

Fitness Assessments (3+)

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

[View All](#)

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

3 How To Edit a Medical Waiver

Step-By-Step Instructions



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Learning Targets



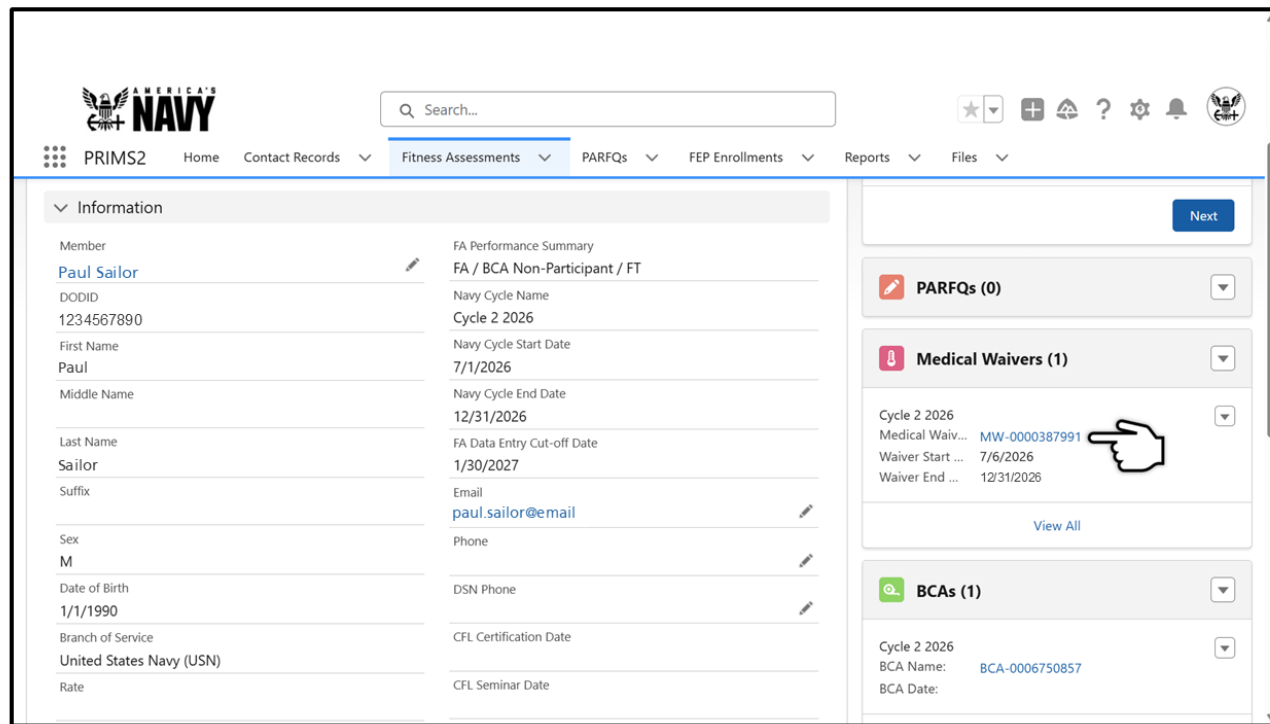
Step-By-Step
Instructions



Quick Steps



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



The screenshot shows the Navy Physical Readiness Program interface. The top navigation bar includes the Navy logo, a search bar, and various menu items like PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area is divided into two columns. The left column displays member information for Paul Sailor, including DODID, first and middle names, last name, suffix, sex, date of birth, branch of service, and rate. The right column displays fitness assessment information, including FA Performance Summary, Navy Cycle Name, and dates. A sidebar on the right shows a list of medical waivers, with a hand icon pointing to the 'Medical Waivers (1)' section. Below the sidebar, there are buttons for 'Next', 'View All', and 'BCAs (1)'.

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

How To Edit a Medical Waiver

Step-By-Step Instructions



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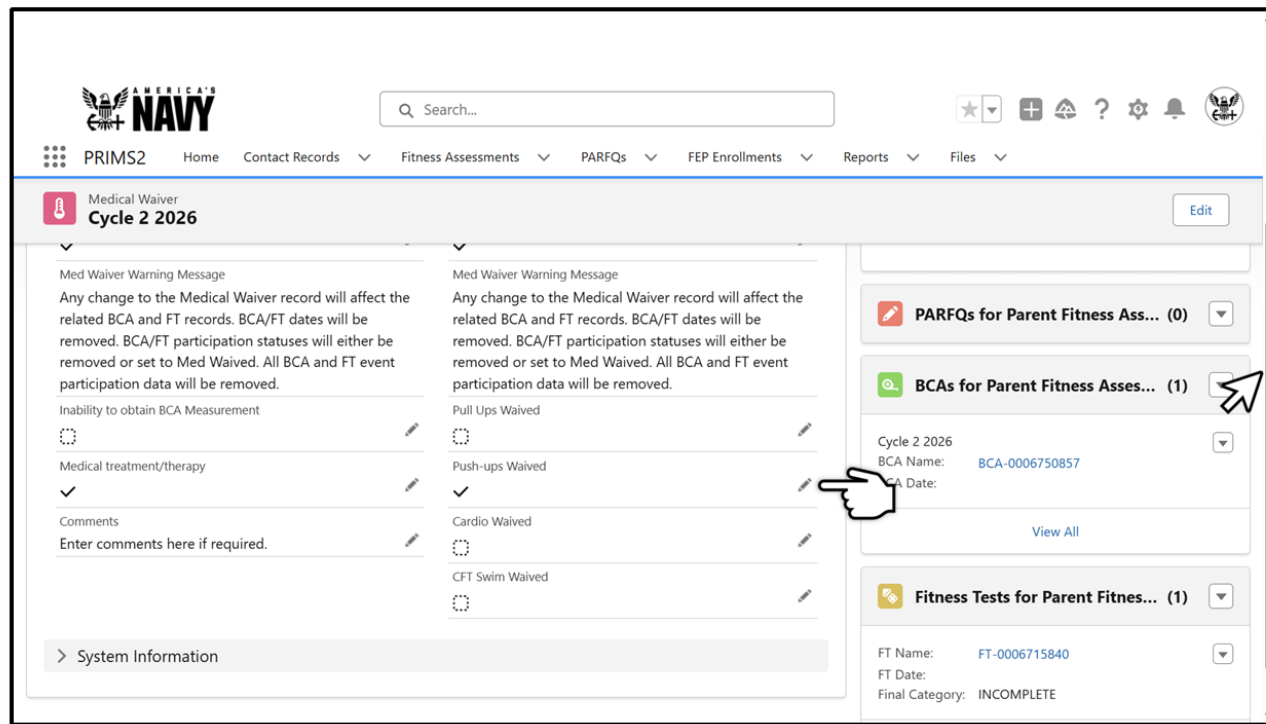
Step-By-Step
Instructions



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

3 How To Edit a Medical Waiver

Step-By-Step Instructions



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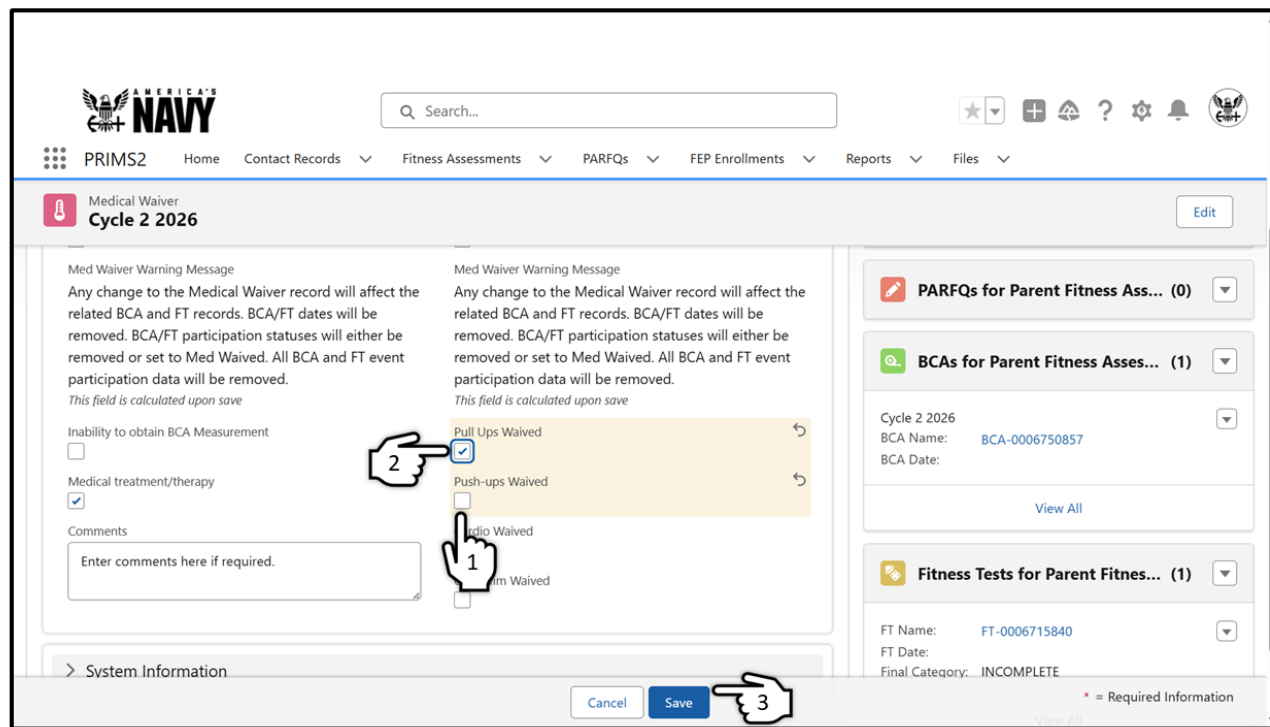
Step-By-Step
Instructions



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 'Medical Waiver Cycle 2 2026' form. Annotations include:

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

The form includes sections for 'Med Waiver Warning Message', 'Inability to obtain BCA Measurement', 'Medical treatment/therapy', 'Comments', and 'System Information'. It also has a sidebar with 'PARQs for Parent Fitness Ass...', 'BCAs for Parent Fitness Asses...', and 'Fitness Tests for Parent Fitness...'. The bottom of the form has 'Cancel' and 'Save' buttons.

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

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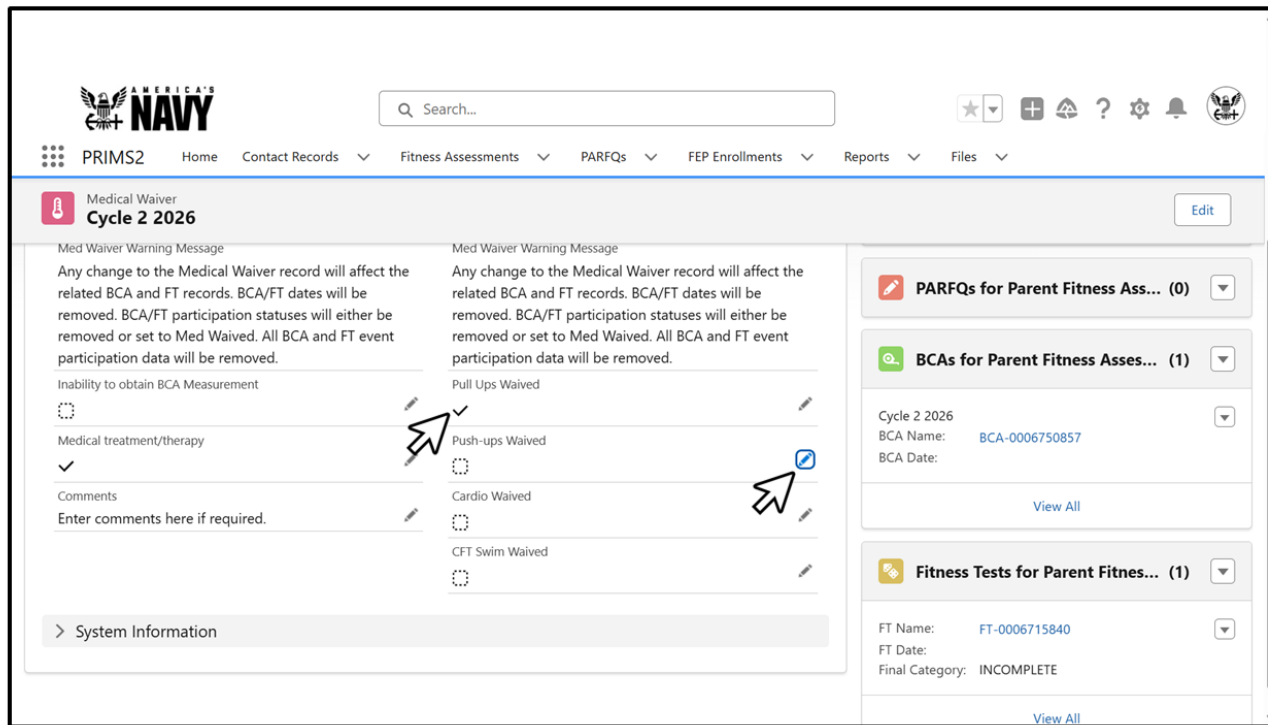
Step-By-Step
Instructions



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 'Medical Waiver Cycle 2 2026' form in edit mode. The form is divided into several sections:

- Med Waiver Warning Message:** A text area with a warning icon and a message about the impact of changes to the Medical Waiver record.
- Medical treatment/therapy:** A section with a checkmark icon and a text area for medical treatment/therapy.
- Comments:** A section with a text area for comments, with a note to 'Enter comments here if required.'
- System Information:** A section with a dropdown arrow and the text 'System Information'.
- Right Side Panels:**
 - PARQs for Parent Fitness Asses... (0):** A panel with a dropdown arrow and a 'View All' link.
 - BCAs for Parent Fitness Asses... (1):** A panel with a dropdown arrow, displaying 'Cycle 2 2026', 'BCA Name: BCA-0006750857', and 'BCA Date:'. It also has a 'View All' link.
 - Fitness Tests for Parent Fitness Asses... (1):** A panel with a dropdown arrow, displaying 'FT Name: FT-0006715840', 'FT Date:', and 'Final Category: INCOMPLETE'. It also has a 'View All' link.

Navigation arrows and dots are visible at the bottom of the form, indicating the user can move between steps or sections.

The waiver is updated and edit mode is closed.

3 How To Edit a Medical Waiver

Step-By-Step Instructions



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



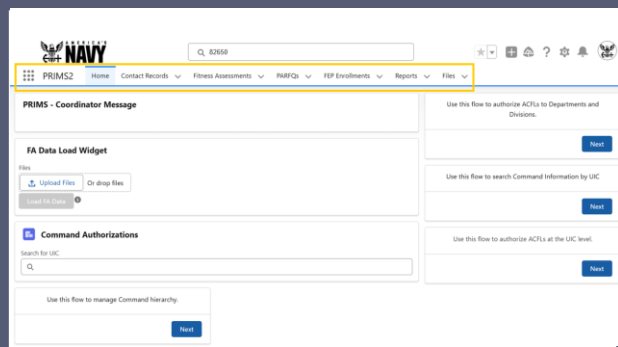
Continue to the BCA Lesson

Continue to the CFT Lesson



CFL PRIMS Training

BCA for CFA *Platform Display*



[Start Tutorial](#)



Overview



Tutorial Navigation



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Quick Steps



Body Composition Assessment (BCA)

Maintaining Physical Readiness

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

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

How It Works



CFL drafts and publishes the official 10 Week Notice.



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



CFL 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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Quick Steps



BCA Policy Reminders



CFLs 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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Quick Steps



1

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

2

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

3

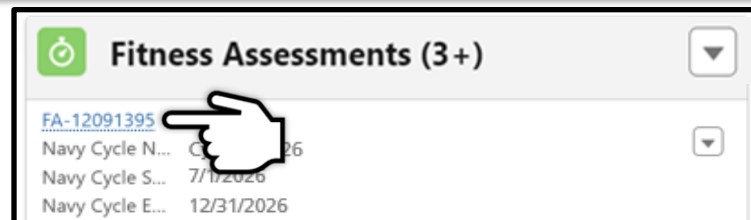
Select the new **BCA date** and scroll to the **Measurements**.

4

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



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



Fitness Assessments (3+)

FA-12091395

Navy Cycle N... 7/1/2026

Navy Cycle S... 7/1/2026

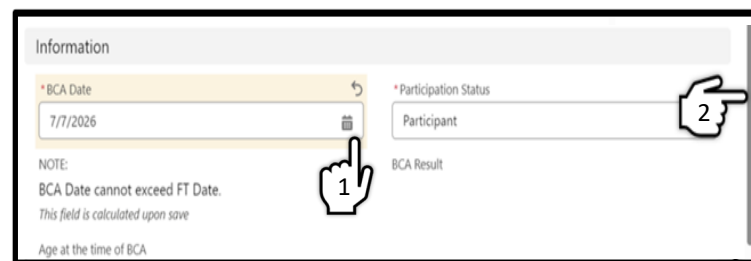
Navy Cycle E... 12/31/2026



BCAs (0)

Fitness Tests (0)

New



Information

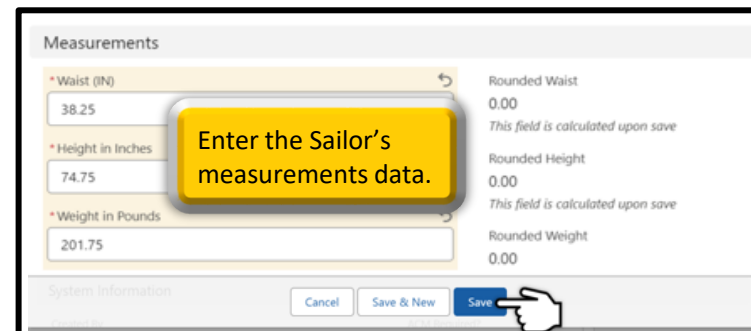
* BCA Date: 7/7/2026

* Participation Status: Participant

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

Age at the time of BCA

BCA Result



Measurements

* Waist (IN): 38.25

* Height in Inches: 74.75

* Weight in Pounds: 201.75

Rounded Waist: 0.00

Rounded Height: 0.00

Rounded Weight: 0.00

System Information

Cancel Save & New Save

Enter the Sailor's
measurements data.



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



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Quick Steps



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

1

View a BCA

2

Create a BCA

3

Edit a BCA

How To View a BCA

Step-By-Step Instructions



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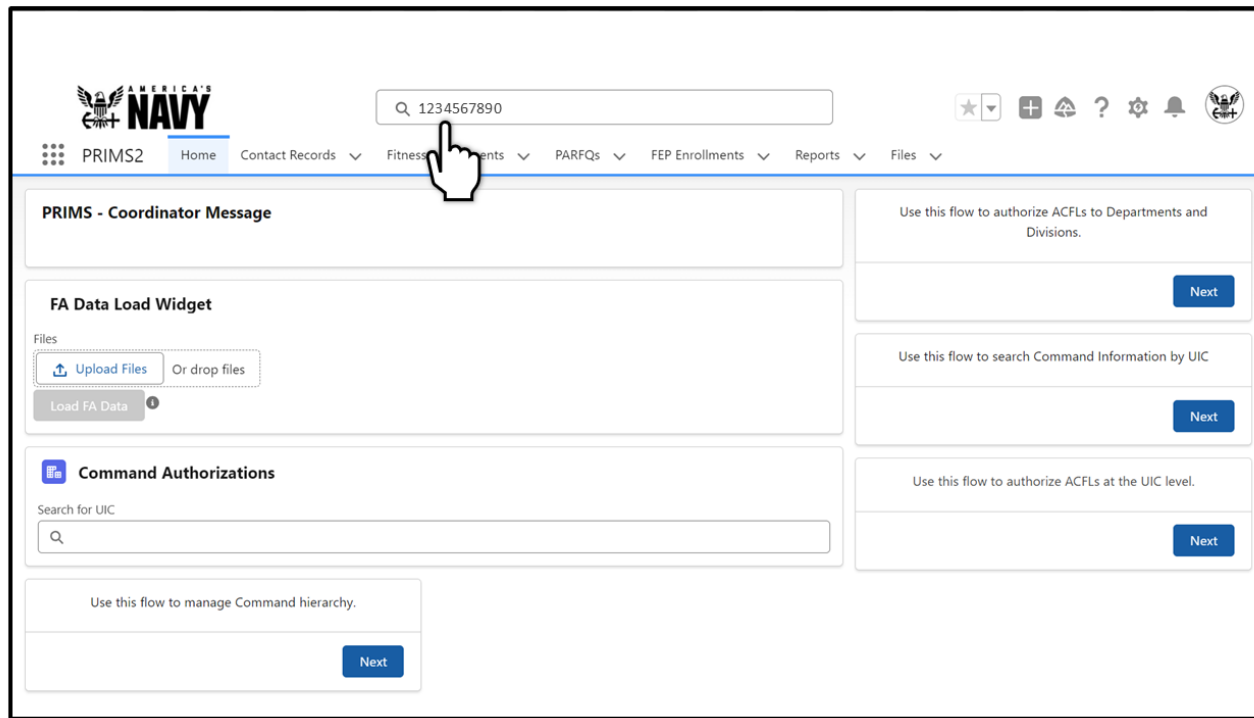
Step-By-Step
Instructions



Quick Steps



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



The screenshot shows the PRIMS2 interface. At the top, there is a search bar with the text "Q 1234567890". Below the search bar is a navigation menu with tabs: PRIMS2, Home, Contact Records, Fitness, Reports, PARFQs, FEP Enrollments, Reports, and Files. A hand cursor is pointing at the search bar. The main content area is divided into several sections: "PRIMS - Coordinator Message", "FA Data Load Widget" (with "Upload Files" and "Load FA Data" buttons), "Command Authorizations" (with a "Search for UIC" field), and a "Next" button. On the right side, there are three panels with instructions and "Next" buttons: "Use this flow to authorize ACFLs to Departments and Divisions.", "Use this flow to search Command Information by UIC", and "Use this flow to authorize ACFLs at the UIC level." Below the screenshot, there are seven circular indicators, with the first one being blue and the others grey.

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

How To View a BCA

Step-By-Step Instructions



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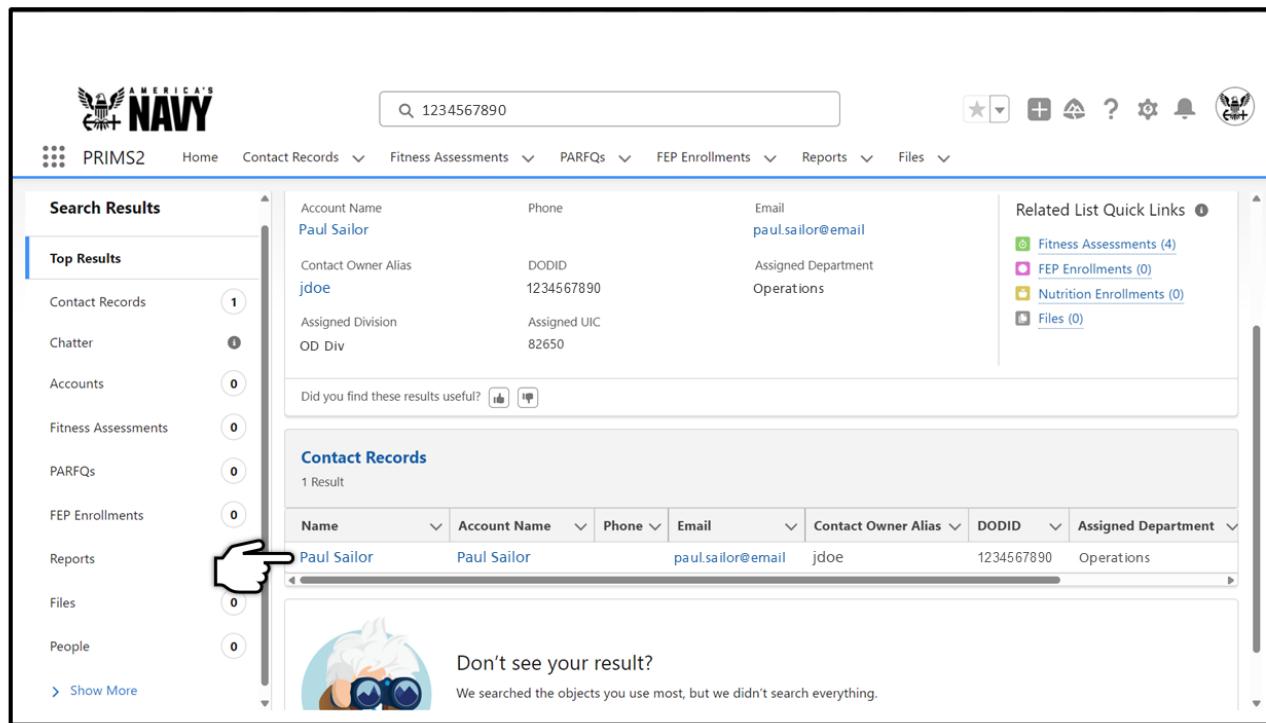
Step-By-Step
Instructions



Quick Steps



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

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

How To View a BCA

Step-By-Step Instructions



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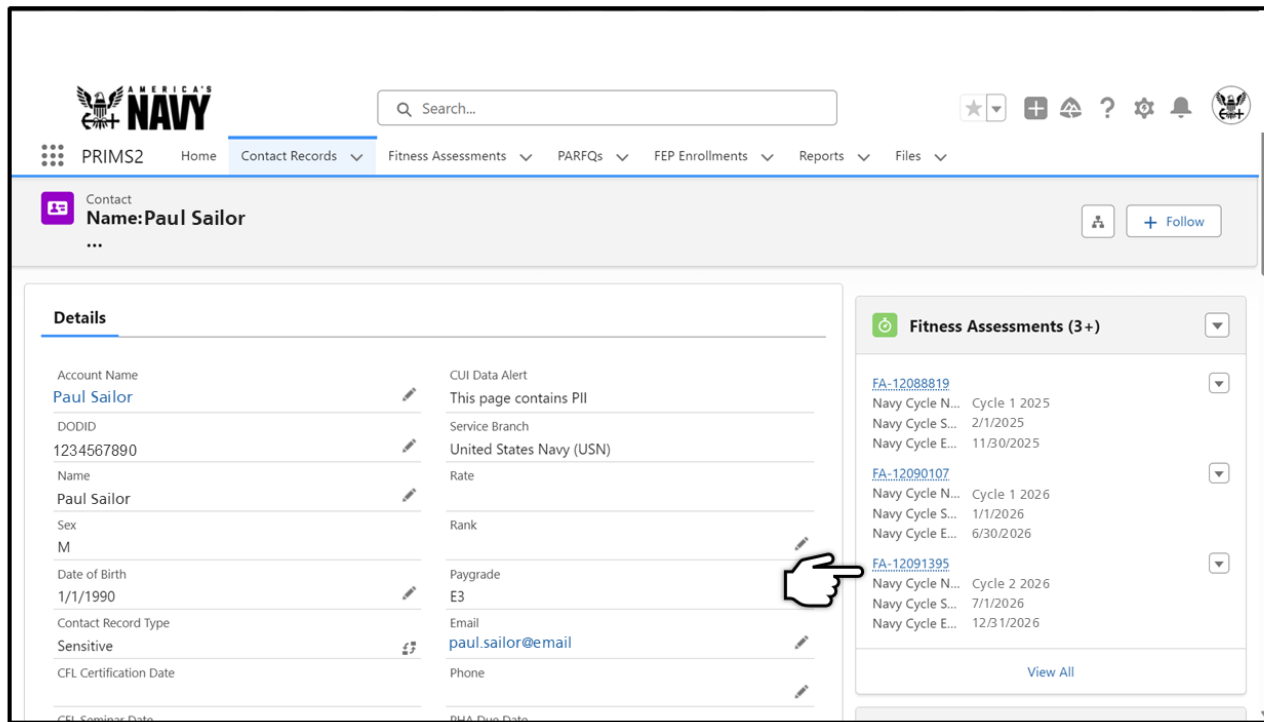
Step-By-Step
Instructions



Quick Steps



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



The screenshot shows the PRIMS2 interface for a user named Paul Sailor. The 'Details' tab is selected, showing account information such as Account Name, DODID, Name, Sex, Date of Birth, Contact Record Type, and CFL Certification Date. The 'Fitness Assessments (3+)' section on the right lists three assessments, with the first one (FA-12088819) highlighted by a hand cursor. The interface includes a search bar, navigation tabs, and a 'Follow' button.

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

How To View a BCA

Step-By-Step Instructions



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Learning Targets



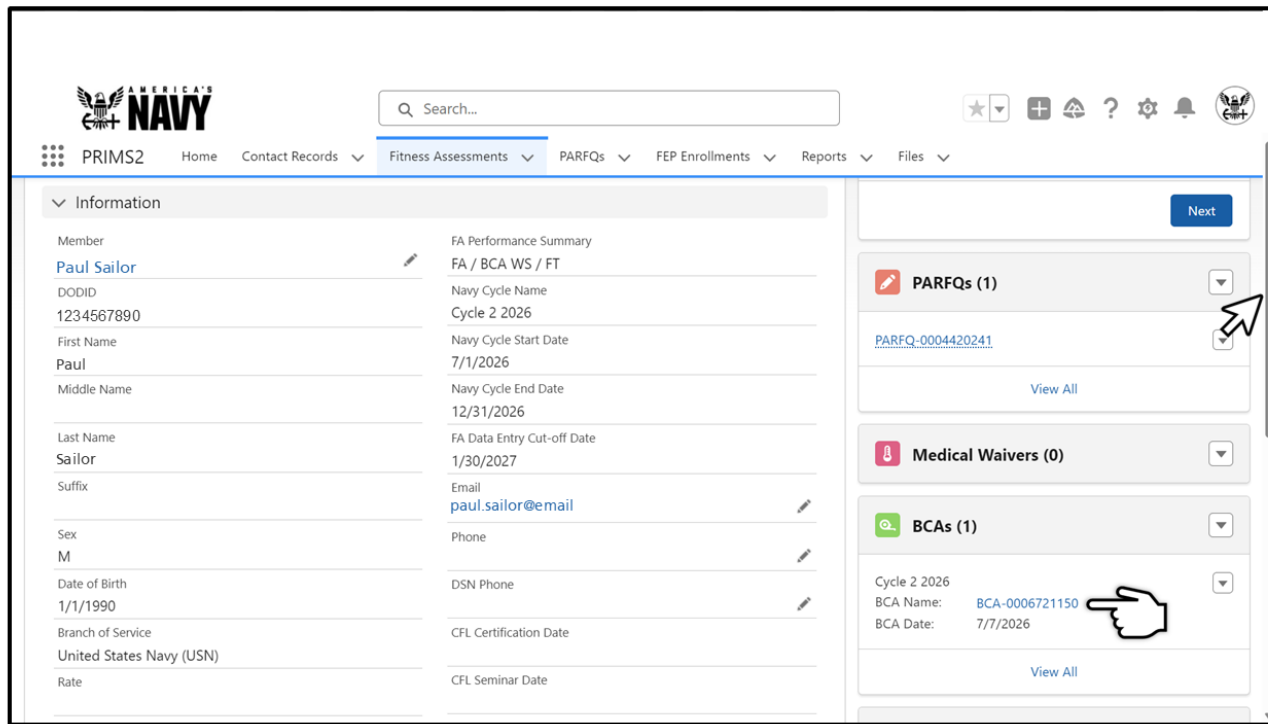
Step-By-Step
Instructions



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 displays the PRIMS2 web application interface. The top navigation bar includes the 'AMERICA'S NAVY' logo, a search bar, and several utility icons. Below this, a secondary navigation bar shows tabs for 'PRIMS2', 'Home', 'Contact Records', 'Fitness Assessments' (which is active), 'PARFQs', 'FEP Enrollments', 'Reports', and 'Files'. The main content area is divided into two columns. The left column, under the 'Information' tab, displays personal and contact details for 'Paul Sailor', including DODID, first and middle names, last name, suffix, sex, date of birth, branch of service, and rate. The right column shows a 'Next' button and three summary tiles: 'PARFQs (1)', 'Medical Waivers (0)', and 'BCAs (1)'. The 'BCAs (1)' tile is expanded, showing a list of fitness assessments for 'Cycle 2 2026'. The first entry is highlighted, showing 'BCA Name: BCA-0006721150' and 'BCA Date: 7/7/2026'. A hand icon points to the 'BCA Name' hyperlink. A 'View All' link is visible at the bottom of the list.

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

How To View a BCA

Step-By-Step Instructions



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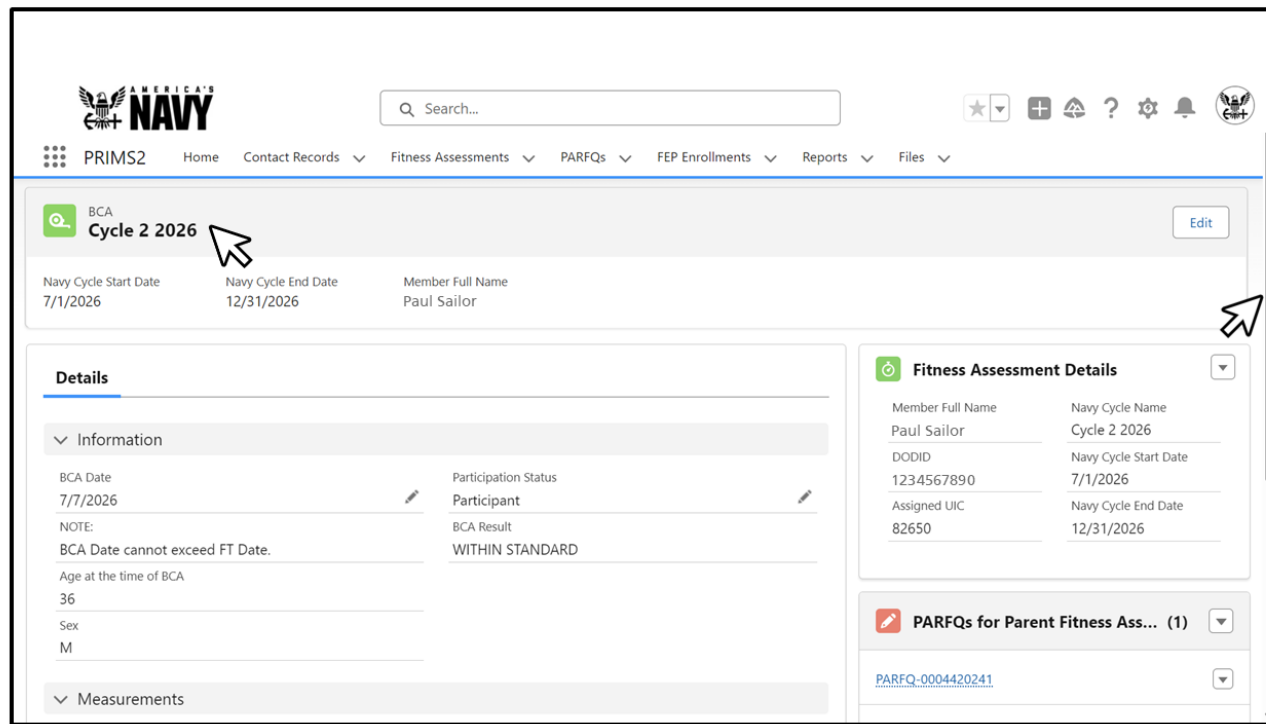
Step-By-Step
Instructions



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.



BCA Cycle 2 2026 [Edit](#)

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

Details

Information

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

Measurements

Fitness Assessment Details

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

PARQs for Parent Fitness Ass... (1)

[PARFQ-0004420241](#)

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

How To View a BCA

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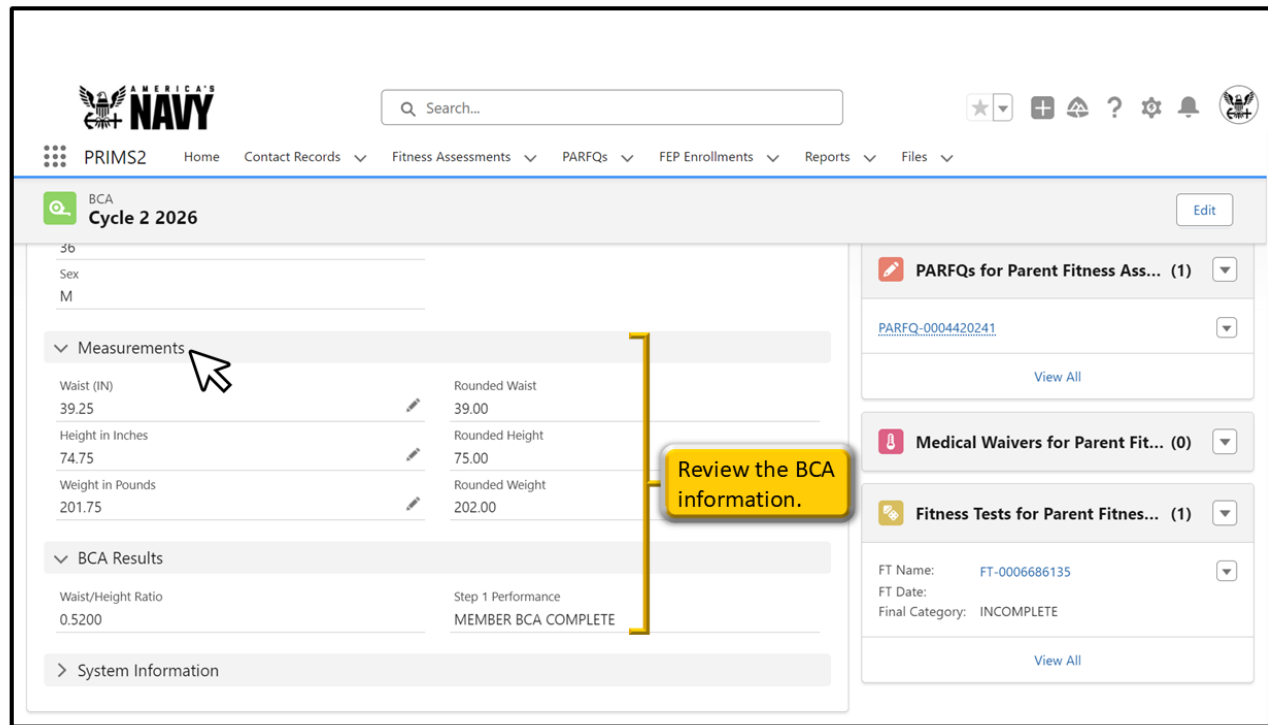
Step-By-Step
Instructions



Quick Steps



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



The screenshot displays the NAVY Physical Readiness Program interface. The top navigation bar includes the PRIMS2 logo and a search bar. The main content area shows the BCA details for Cycle 2 2026. A yellow callout box points to the 'Measurements' section, which includes a table of physical metrics. To the right, there are sections for PARFQs, Medical Waivers, and Fitness Tests. A yellow callout box also points to the 'BCA Results' section, which shows the 'Step 1 Performance' as 'MEMBER BCA COMPLETE'.

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

BCA Results	
Waist/Height Ratio	Step 1 Performance
0.5200	MEMBER BCA COMPLETE

View the BCA details.

How To View a BCA

Step-By-Step Instructions



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



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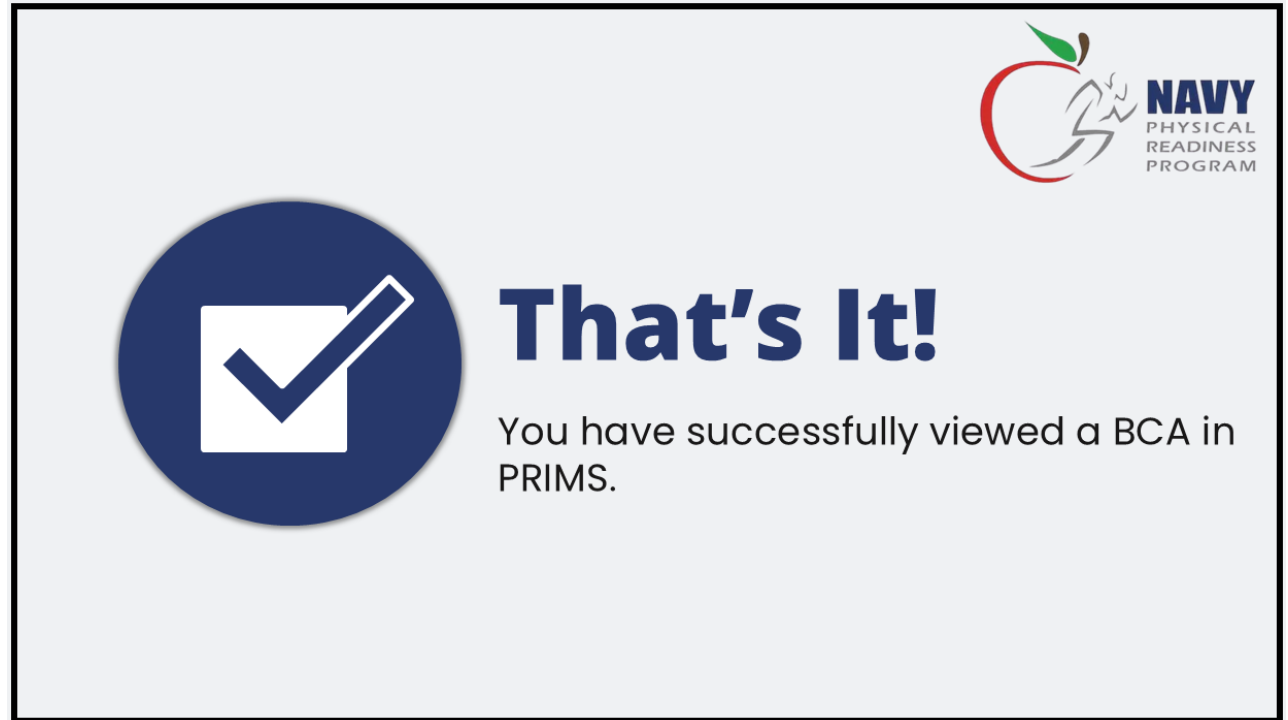
Learning Targets



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Continue to How to Create a BCA

How To Create a BCA

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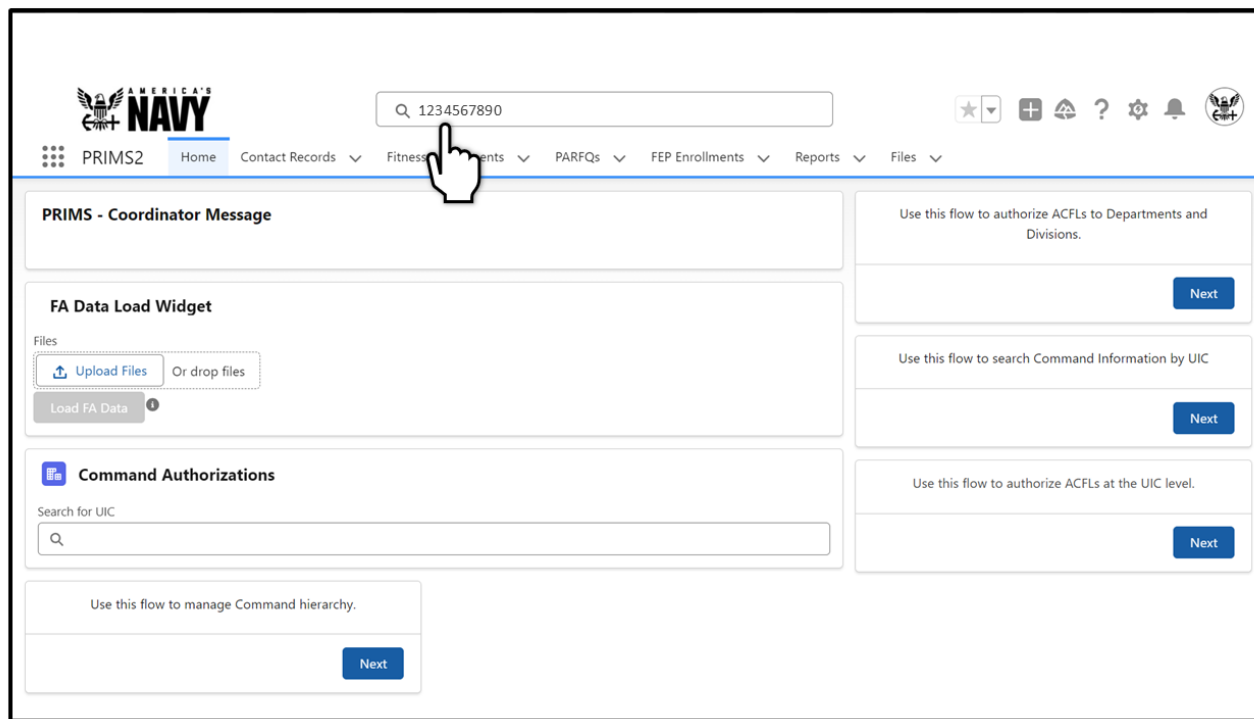
Step-By-Step
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Quick Steps



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



The screenshot shows the PRIMS2 interface. At the top, there is a search bar with the text "Q 1234567890". Below the search bar, there are several tabs: "PRIMS2", "Home", "Contact Records", "Fitness", "Reports", "Files", and "PARFQs". A hand icon is pointing to the "Fitness" tab. The main content area is divided into several sections: "PRIMS - Coordinator Message", "FA Data Load Widget" (with "Upload Files" and "Load FA Data" buttons), "Command Authorizations" (with a "Search for UIC" field), and a "Next" button. On the right side, there are three "Next" buttons for different flows: "Use this flow to authorize ACFLs to Departments and Divisions.", "Use this flow to search Command Information by UIC", and "Use this flow to authorize ACFLs at the UIC level." Below the screenshot, there is a row of nine dots, with the first dot being blue and the others being grey.

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



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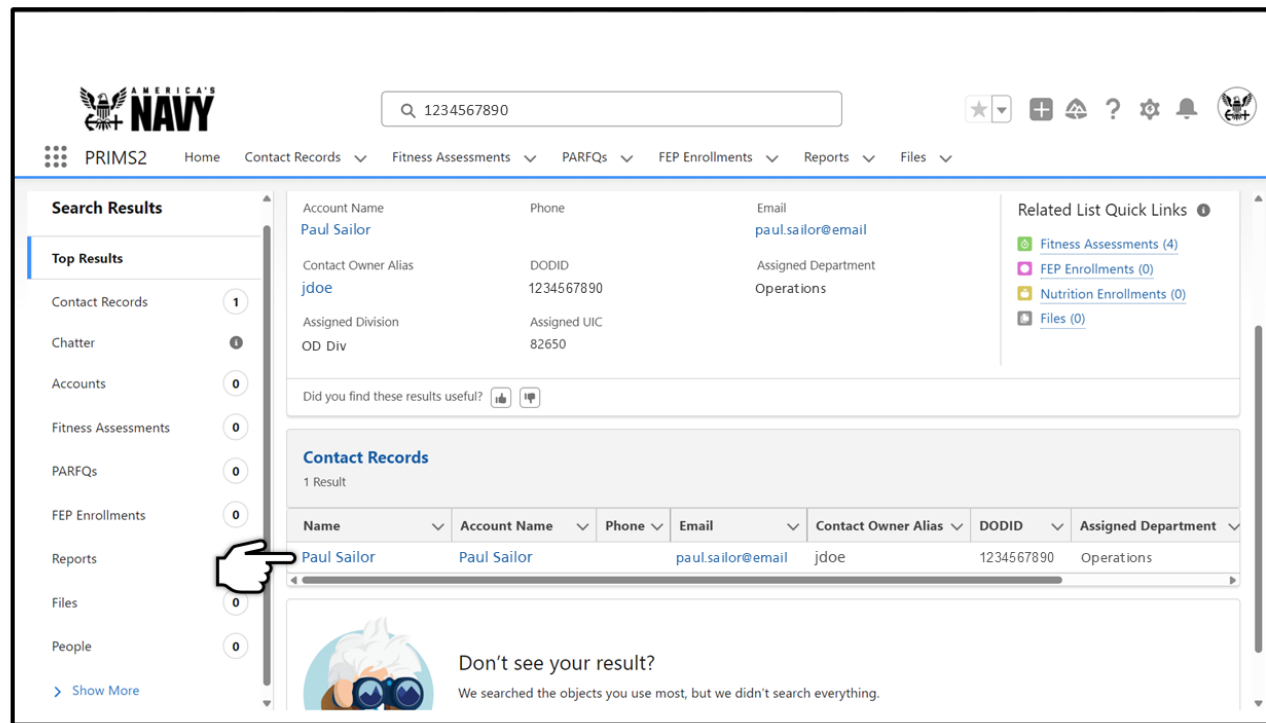
Step-By-Step
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Quick Steps



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



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

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



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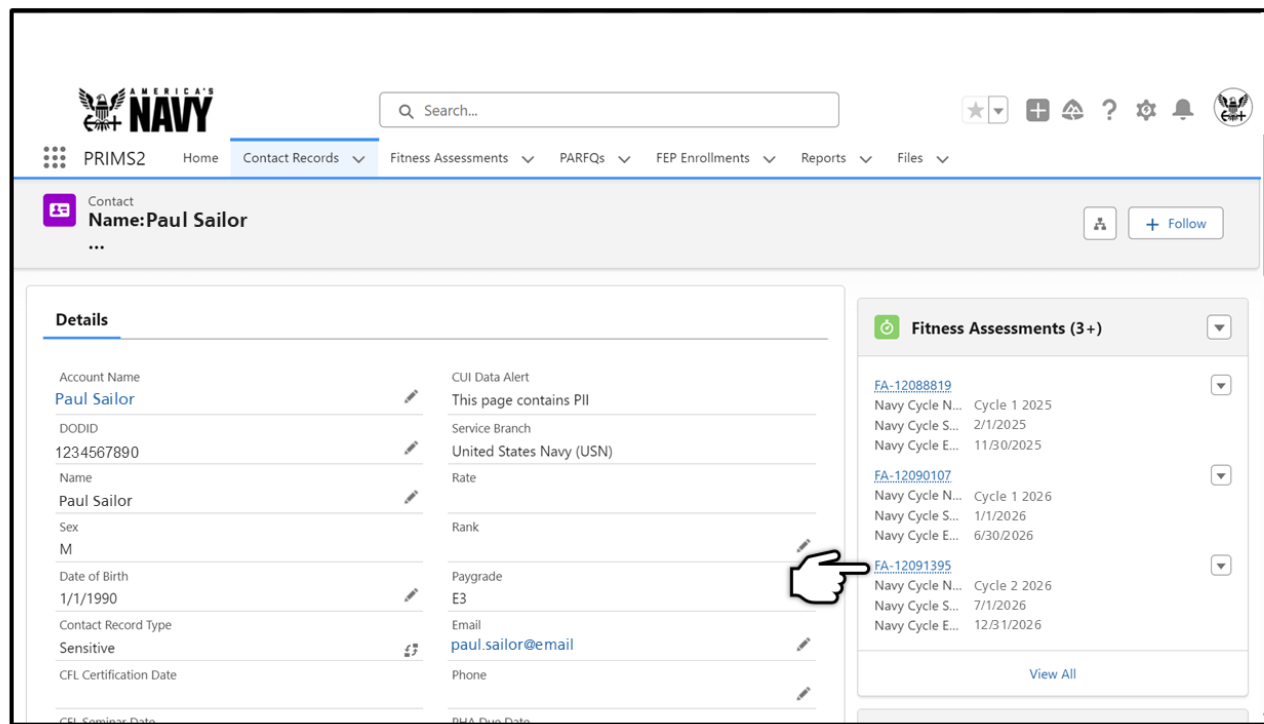
Learning Targets


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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.




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

How To Create a BCA

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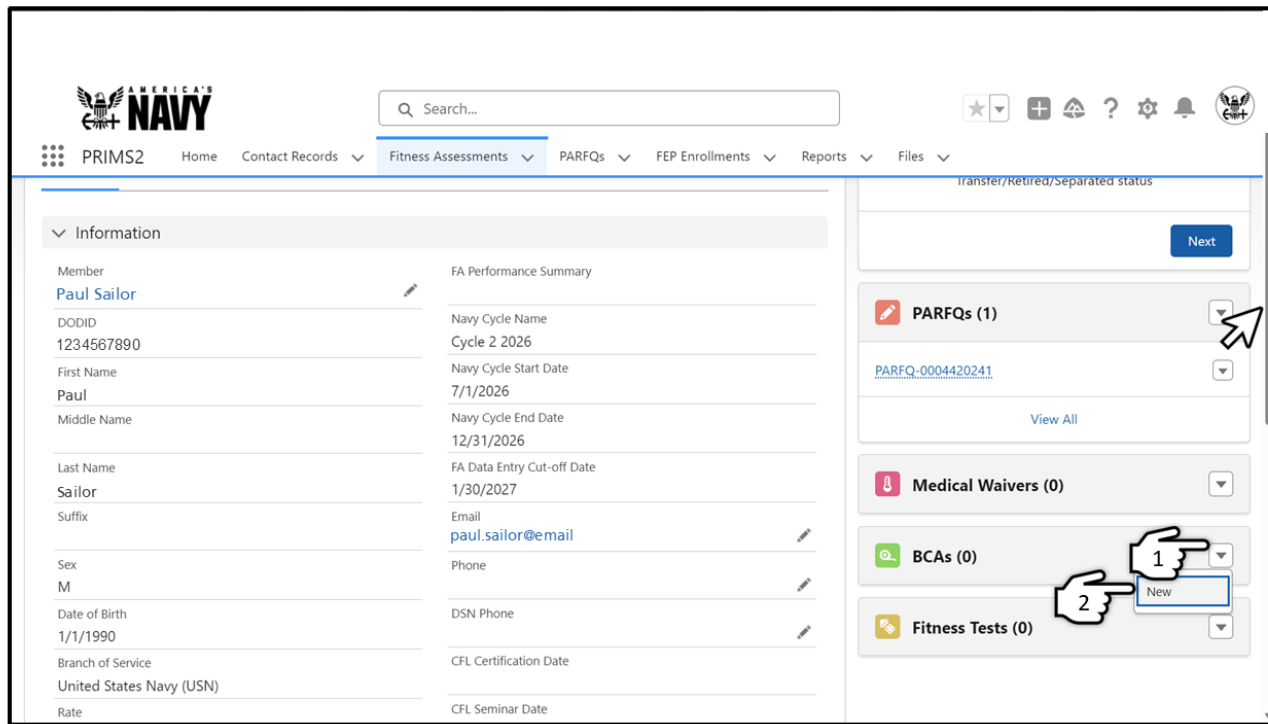
Step-By-Step
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Quick Steps



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



The screenshot shows the Navy Physical Readiness Program interface. The top navigation bar includes the Navy logo, a search bar, and several tabs: PRIMS2, Home, Contact Records, Fitness Assessments (selected), PARFQs, FEP Enrollments, Reports, and Files. The main content area is divided into two columns. The left column displays member information for Paul Sailor, including DODID, first and middle names, last name, suffix, sex, date of birth, branch of service, and rate. The right column displays a list of fitness assessments, including PARFQs (1), Medical Waivers (0), BCAs (0), and Fitness Tests (0). A hand icon points to the 'BCAs' tile, and another hand icon points to the 'New' button in the dropdown menu.

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

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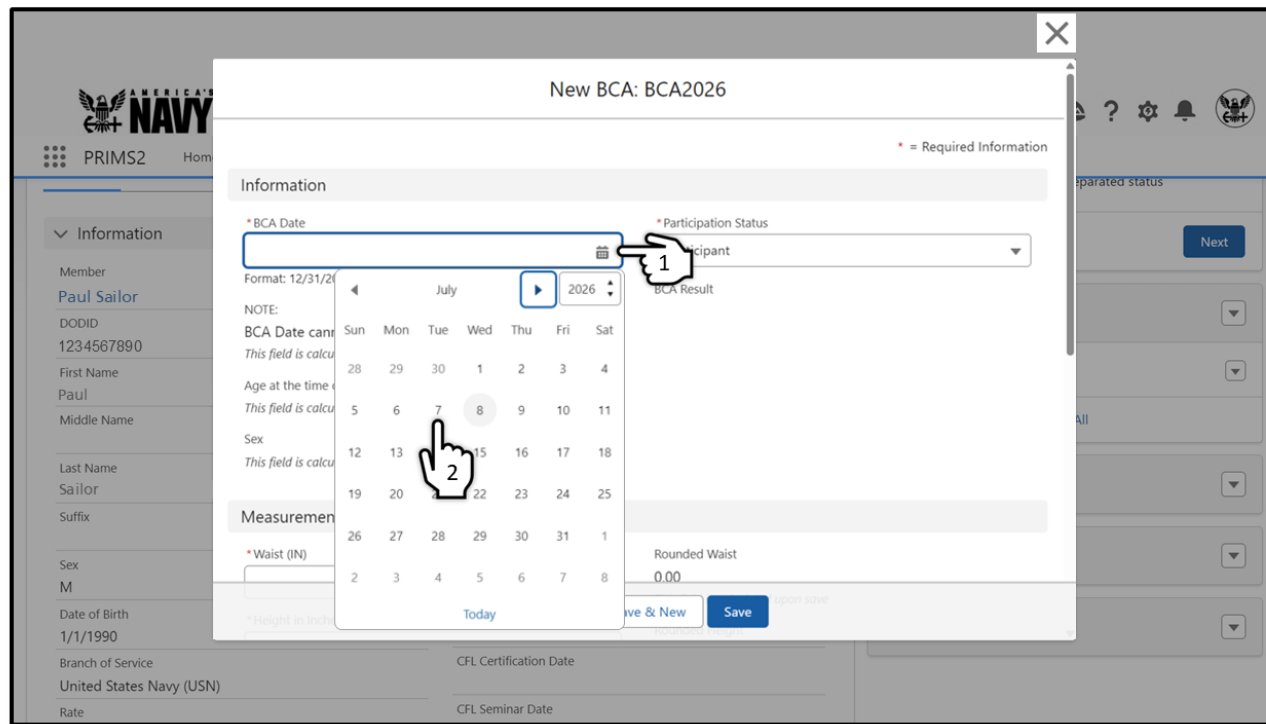
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Quick Steps



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.



New BCA: BCA2026

* = Required Information

Information

* BCA Date  

Format: 12/31/2026

NOTE:
BCA Date cannot be later than 12/31/2026
This field is calculated based on the Date of Birth and Age at the time of the assessment.

Age at the time of assessment

This field is calculated based on the Date of Birth and Date of Assessment.

Sex

This field is calculated based on the Date of Birth and Date of Assessment.

Measurements

* Waist (IN)

* Height in Inches

Rounded Waist

0.00

Save & New Save

Save & New Save

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

How To Create a BCA

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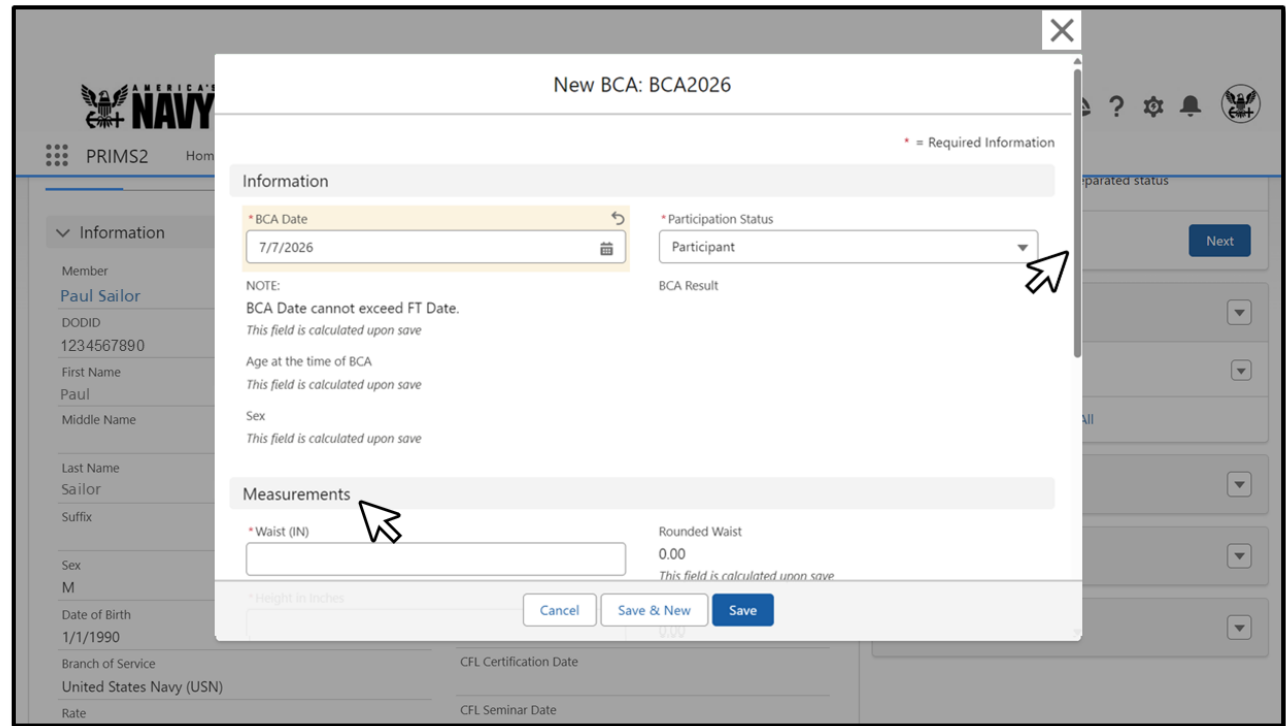
Step-By-Step
Instructions



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.



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



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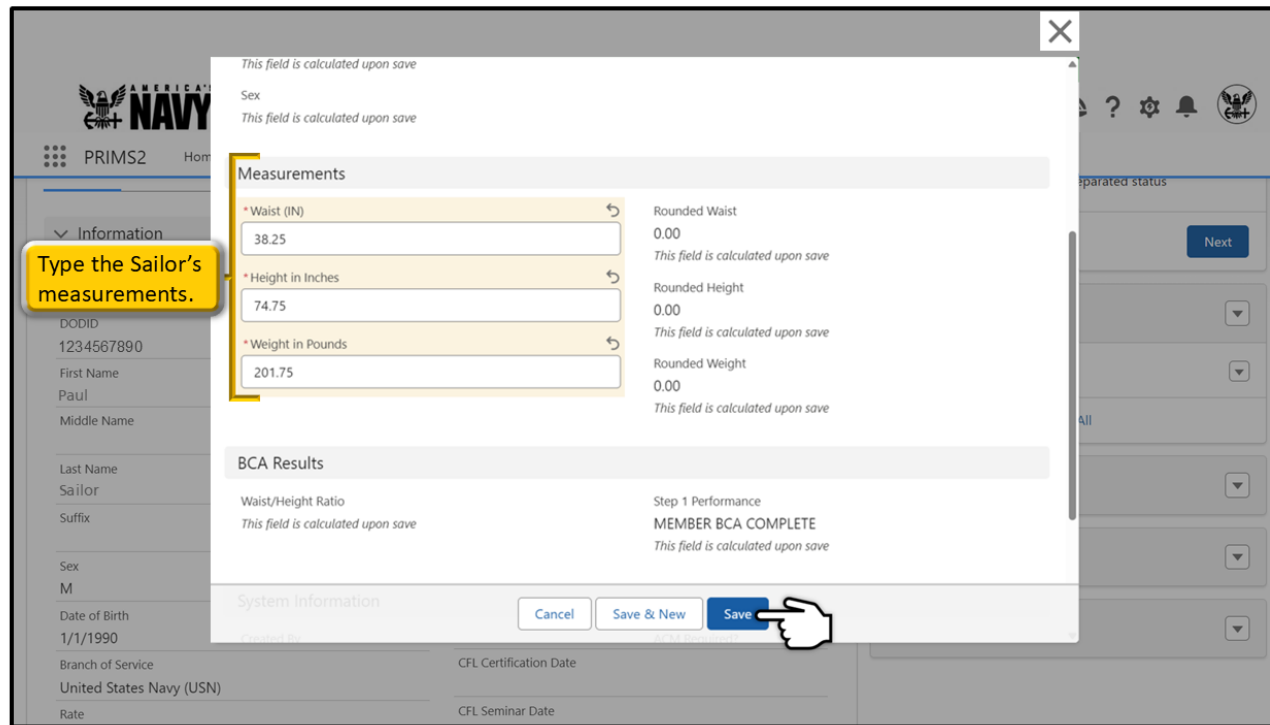
Step-By-Step
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Quick Steps



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.



This field is calculated upon save

Sex

This field is calculated upon save

Measurements

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

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

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

BCA Results

Waist/Height Ratio This field is calculated upon save Step 1 Performance
MEMBER BCA COMPLETE
This field is calculated upon save

System Information

Cancel Save & New Save



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

How To Create a BCA

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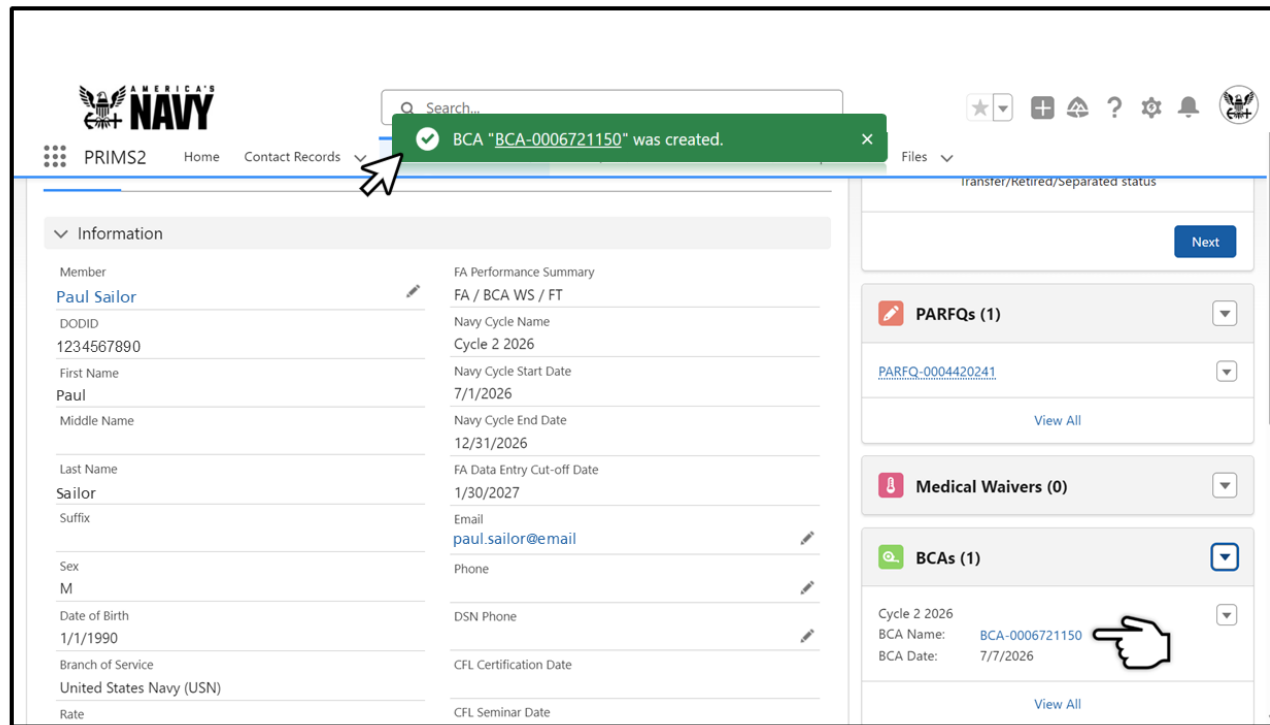
Step-By-Step
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Quick Steps



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



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

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

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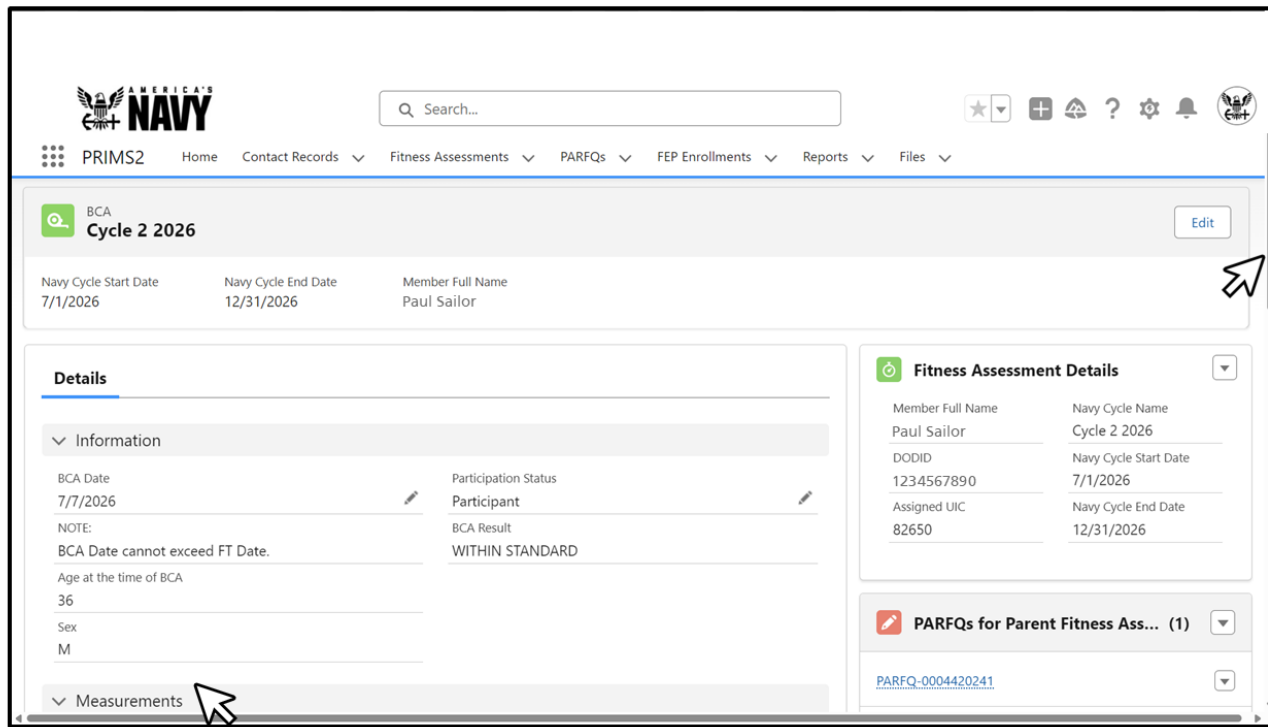
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows** (< >) or the **Dots** (...) below the images. *Mobile Users:* Tap the **Dots** (...) below the images.



AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

BCA Cycle 2 2026

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

Details

Information

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

Fitness Assessment Details

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

PARFQs for Parent Fitness Ass... (1)

PARFQ-0004420241

Measurements

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

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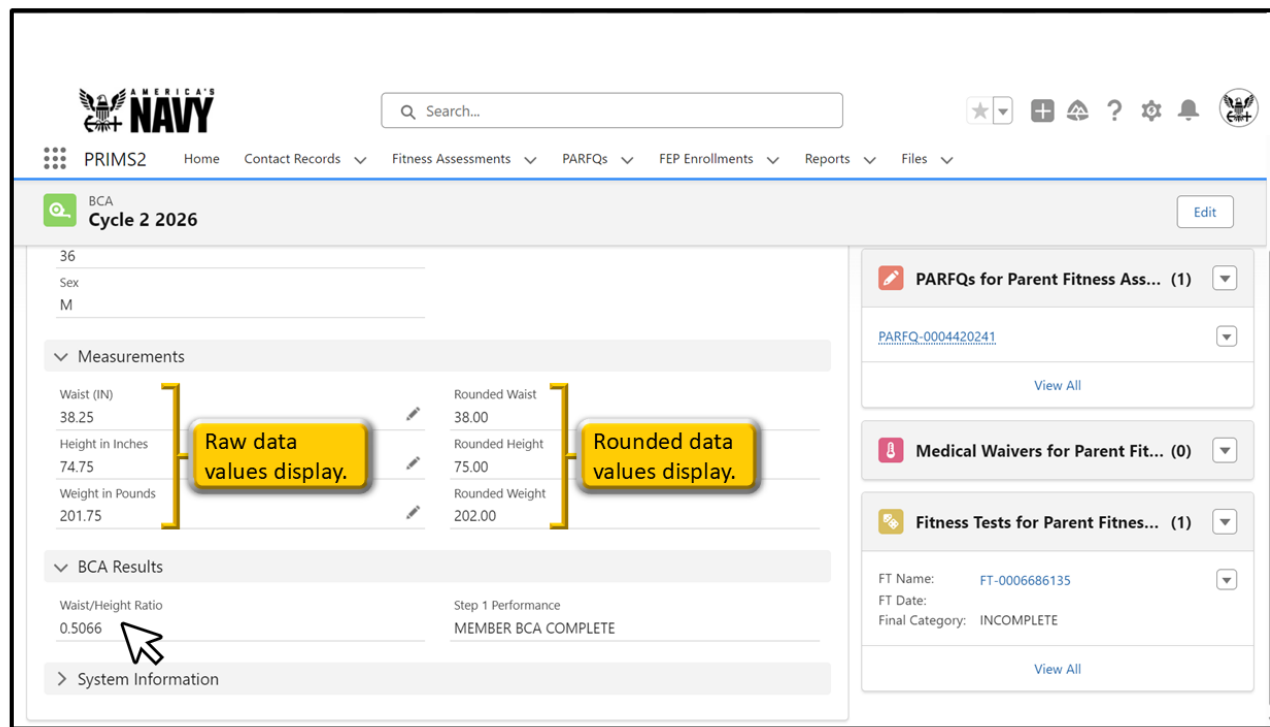
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

BCA Cycle 2 2026

36
Sex
M

Measurements

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

BCA Results

Waist/Height Ratio 0.5066	Step 1 Performance MEMBER BCA COMPLETE
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> System Information

PARFQs for Parent Fitness Ass... (1)
[PARFQ-0004420241](#)
[View All](#)

Medical Waivers for Parent Fit... (0)

Fitness Tests for Parent Fitnes... (1)
FT Name: [FT-0006686135](#)
FT Date:
Final Category: INCOMPLETE
[View All](#)

View the Measurement details and BCA Results.

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

How To Create a BCA

Step-By-Step Instructions



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



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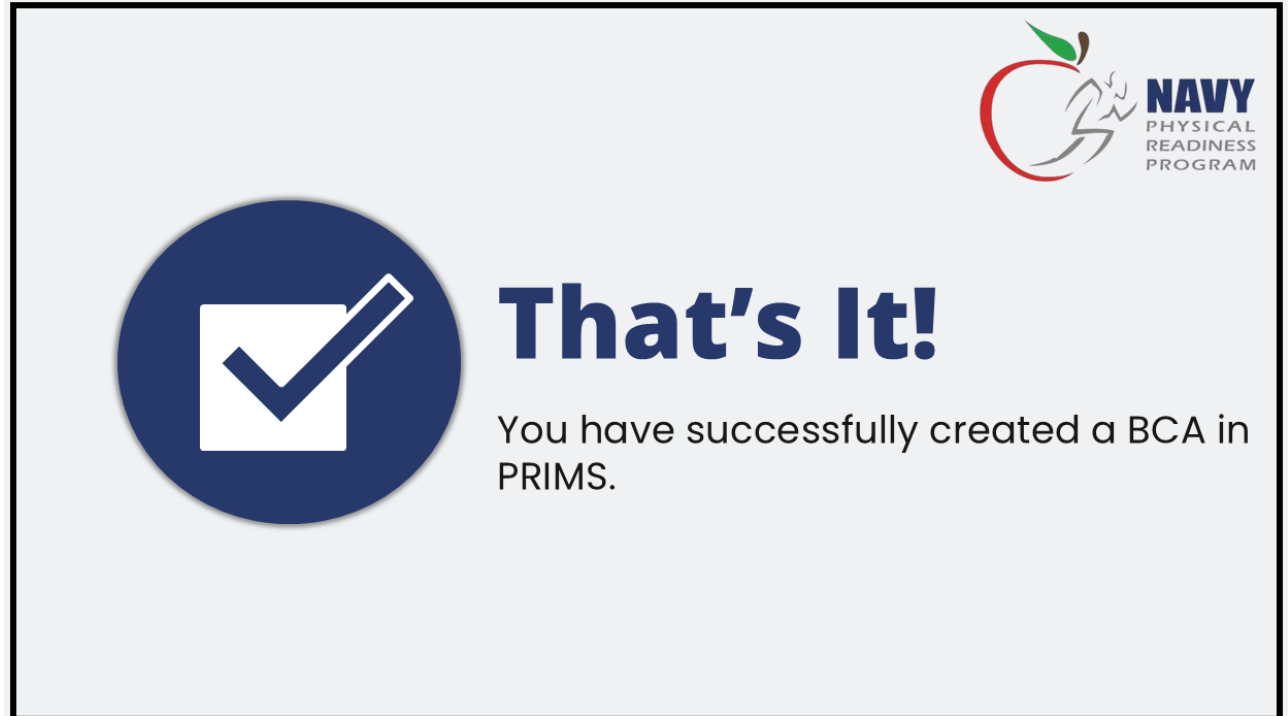
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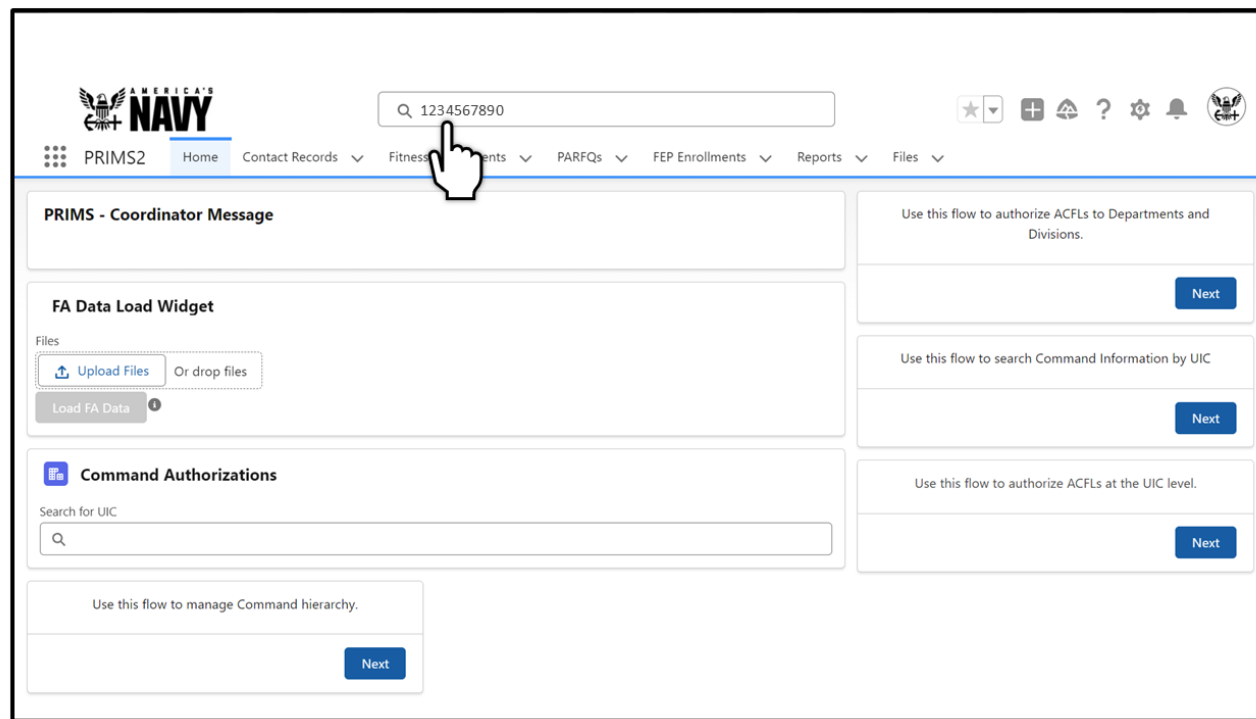
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Quick Steps



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



The screenshot shows the PRIMS2 interface. At the top, there is a search bar with the text "Q 1234567890". Below the search bar, there is a navigation menu with options: PRIMS2, Home, Contact Records, Fitness, Reports, PARFQs, FEP Enrollments, Reports, and Files. A hand cursor is pointing at the search bar. The main content area is divided into several sections: "PRIMS - Coordinator Message", "FA Data Load Widget" (with "Upload Files" and "Load FA Data" buttons), "Command Authorizations" (with a "Search for UIC" field), and a "Next" button. On the right side, there are three panels with "Next" buttons, each containing text about authorizing ACFLs and searching Command Information by UIC.



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



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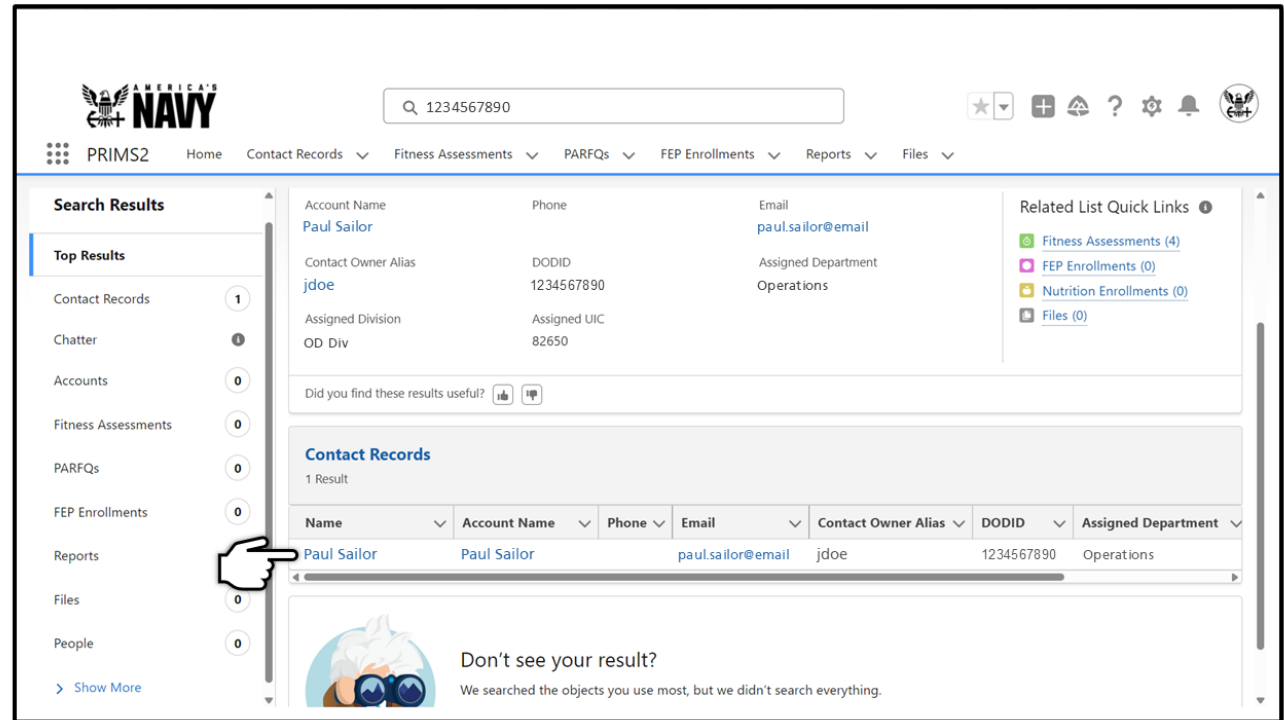
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



The screenshot shows the NAVY PRISM2 interface. At the top, there's a search bar with the text '1234567890'. Below the search bar, there's a navigation menu with options: Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area displays search results for 'Paul Sailor'. On the left, there's a sidebar with 'Top Results' and a list of categories: Contact Records (1), Chatter (0), Accounts (0), Fitness Assessments (0), PARFQs (0), FEP Enrollments (0), Reports (0), Files (0), and People (0). A hand icon points to the 'Contact Records' category. The main results area shows a table with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The table has one row with the data: Paul Sailor, Paul Sailor, 1234567890, paul.sailor@email, jdoe, and Operations. Below the table, there's a section titled 'Contact Records' with 1 result. At the bottom, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

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



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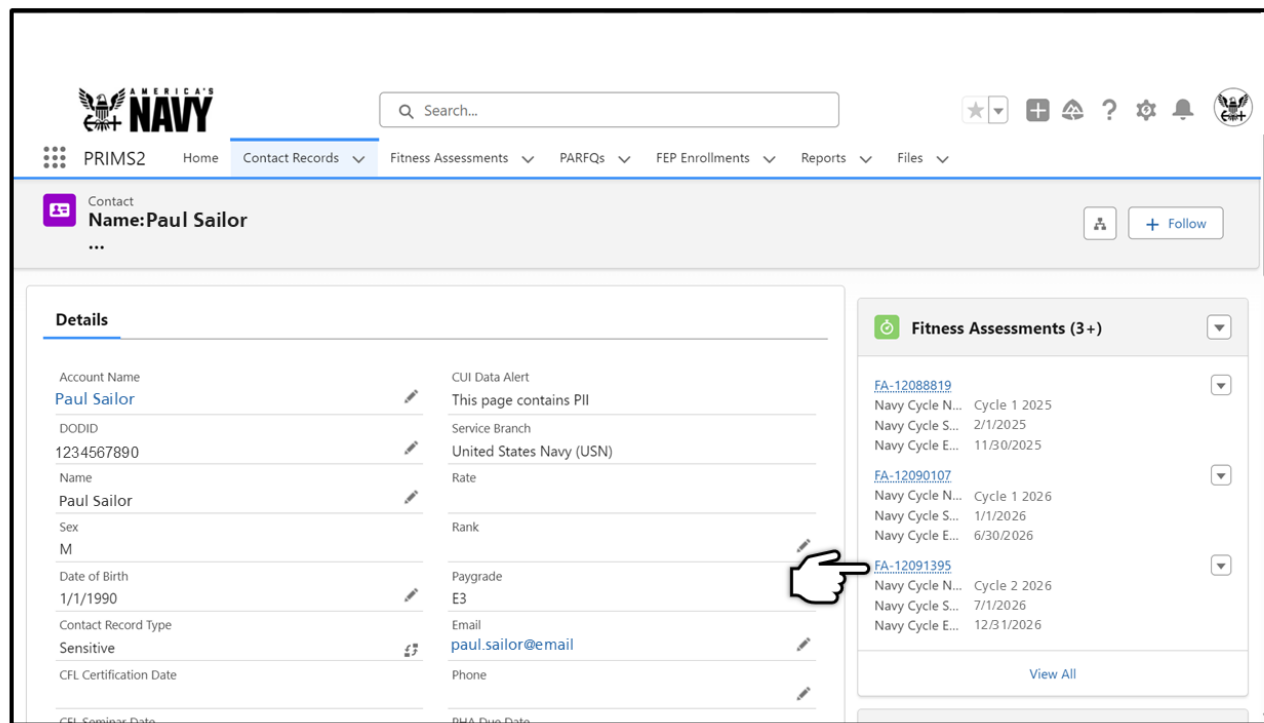
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Contact
Name: Paul Sailor

Details

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

Fitness Assessments (3+)

- FA-12088819**
Navy Cycle N... Cycle 1 2025
Navy Cycle S... 2/1/2025
Navy Cycle E... 11/30/2025
- FA-12090107**
Navy Cycle N... Cycle 1 2026
Navy Cycle S... 1/1/2026
Navy Cycle E... 6/30/2026
- FA-12091395**
Navy Cycle N... Cycle 2 2026
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

[View All](#)

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



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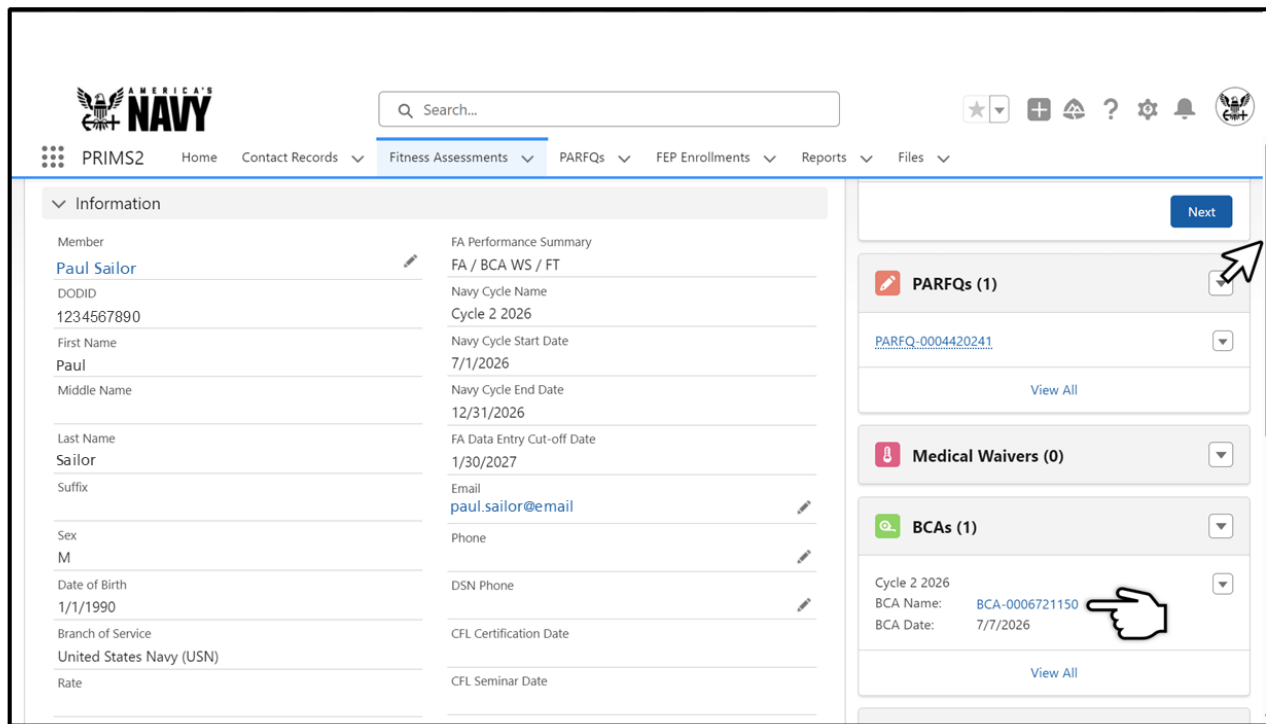
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Search...

Information

Member: Paul Sailor

DODID: 1234567890

First Name: Paul

Middle Name:

Last Name: Sailor

Suffix:

Sex: M

Date of Birth: 1/1/1990

Branch of Service: United States Navy (USN)

Rate:

FA Performance Summary

FA / BCA WS / FT

Navy Cycle Name: Cycle 2 2026

Navy Cycle Start Date: 7/1/2026

Navy Cycle End Date: 12/31/2026

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

Email: paul.sailor@email

Phone:

DSN Phone:

CFL Certification Date:

CFL Seminar Date:

PARFQs (1)

PARFQ-0004420241

View All

Medical Waivers (0)

BCAs (1)

Cycle 2 2026

BCA Name: BCA-0006721150

BCA Date: 7/7/2026

View All

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



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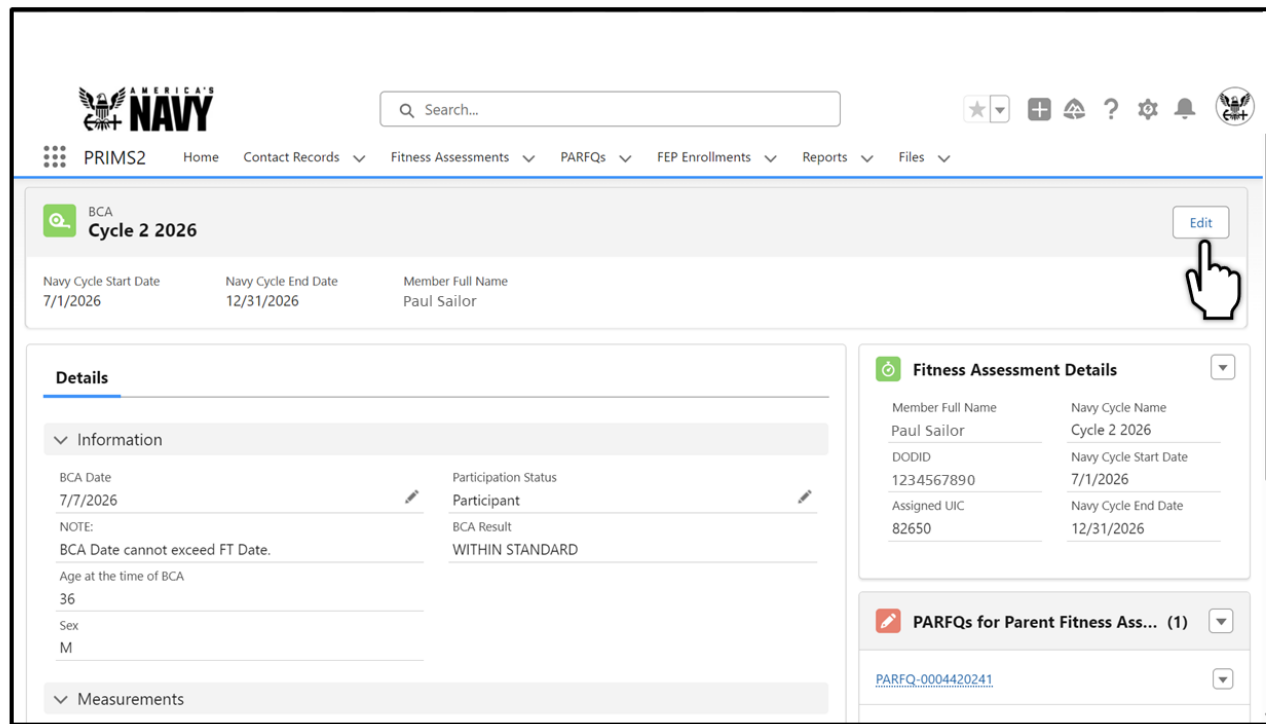
Step-By-Step
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Quick Steps



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



The screenshot shows the NAVY PRIMS2 interface. At the top, there is a search bar and navigation tabs: PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area displays details for a BCA Cycle 2 2026. A hand cursor is pointing to the 'Edit' button in the top right corner of the BCA details section.

BCA Cycle 2 2026
Navy Cycle Start Date: 7/1/2026
Navy Cycle End Date: 12/31/2026
Member Full Name: Paul Sailor

Details

Information

BCA Date: 7/7/2026

NOTE: BCA Date cannot exceed FT Date.

Age at the time of BCA: 36

Sex: M

Participation Status: Participant

BCA Result: WITHIN STANDARD

Fitness Assessment Details

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

PARFQs for Parent Fitness Ass... (1)

PARFQ-0004420241



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

How To Edit a BCA

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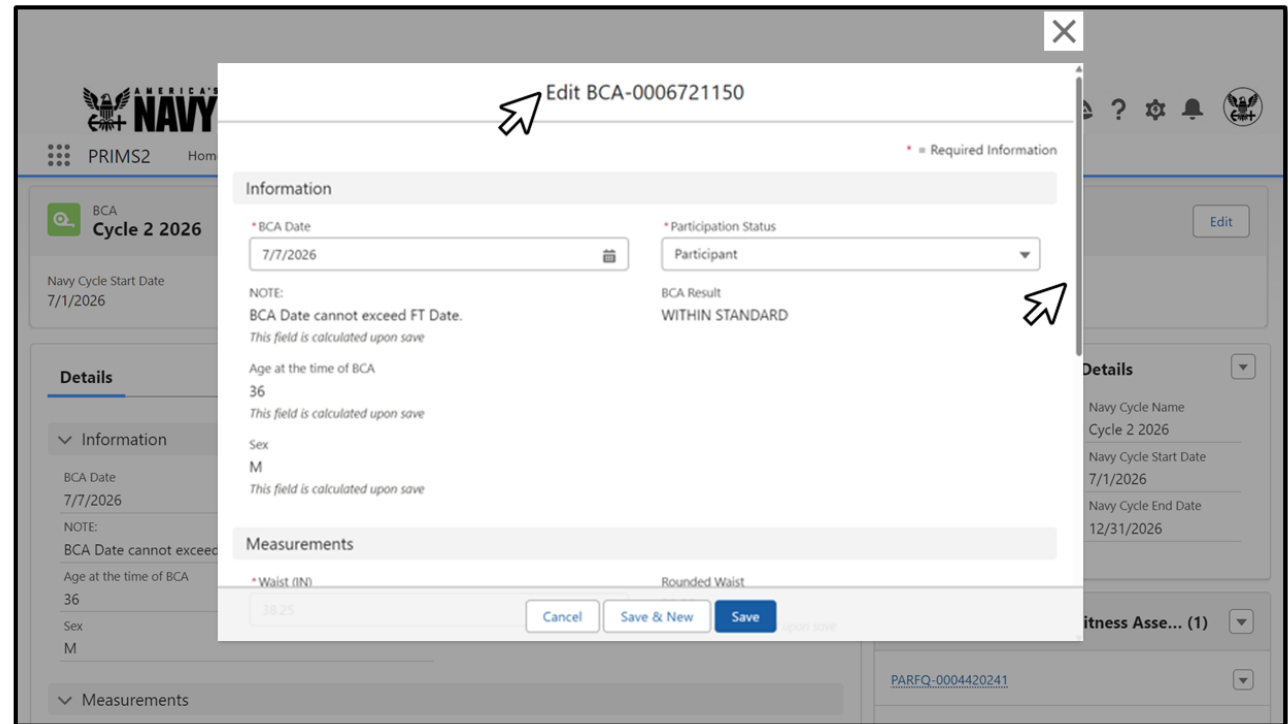
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



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



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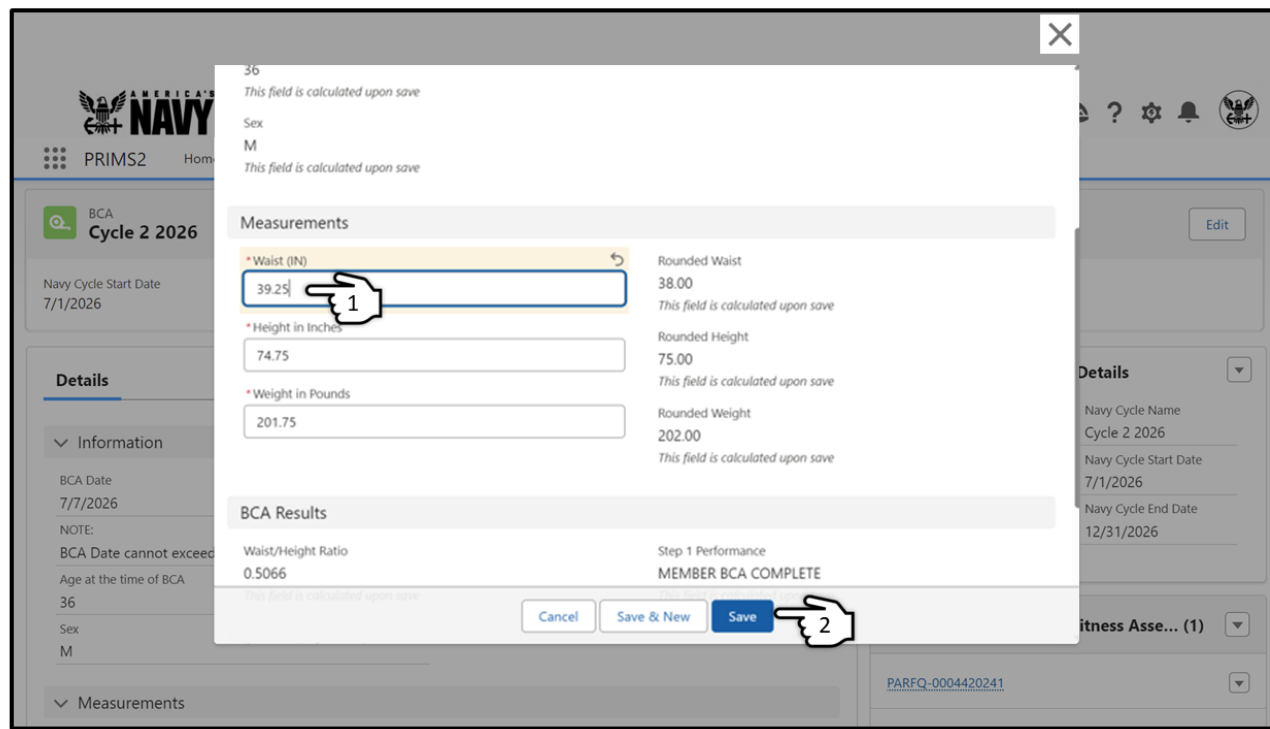
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



36
This field is calculated upon save

Sex
M
This field is calculated upon save

Measurements

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

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

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

BCA Results

Waist/Height Ratio
0.5066
This field is calculated upon save

Step 1 Performance
MEMBER BCA COMPLETE

Cancel Save & New Save

PARFQ-0004420241

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

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



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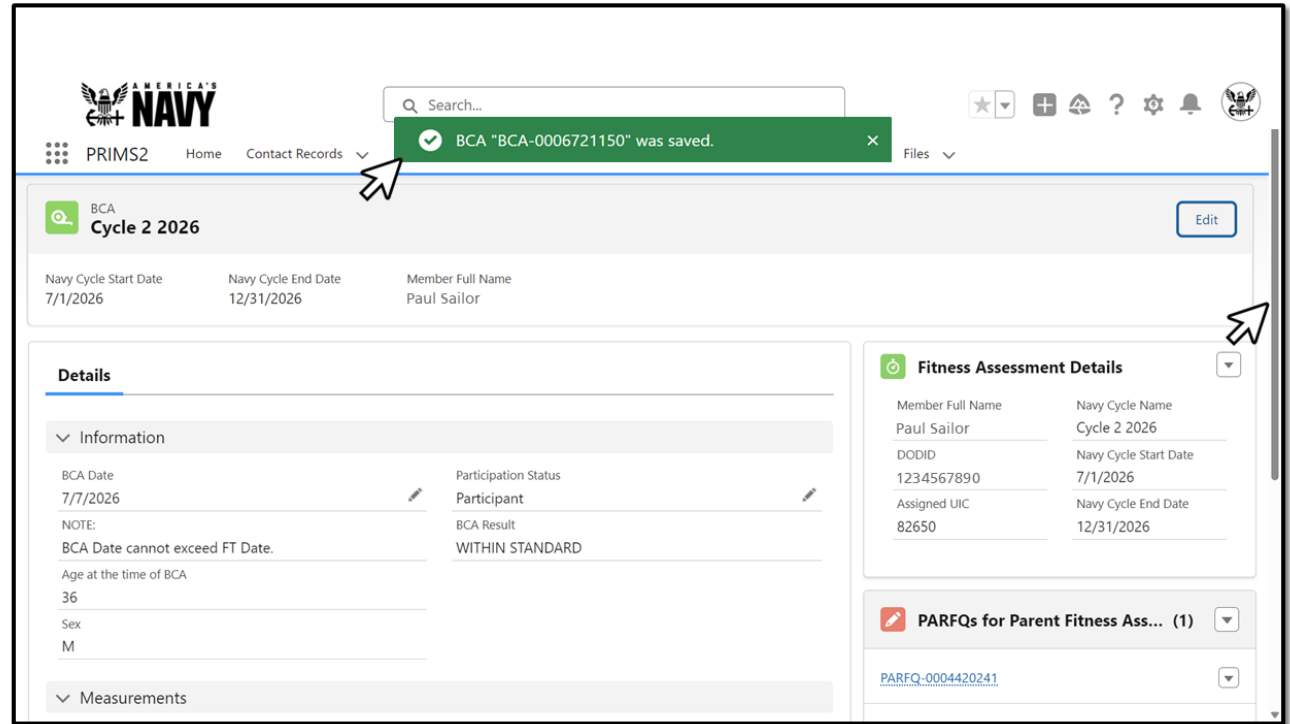
Step-By-Step
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Quick Steps



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



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

How To Edit a BCA

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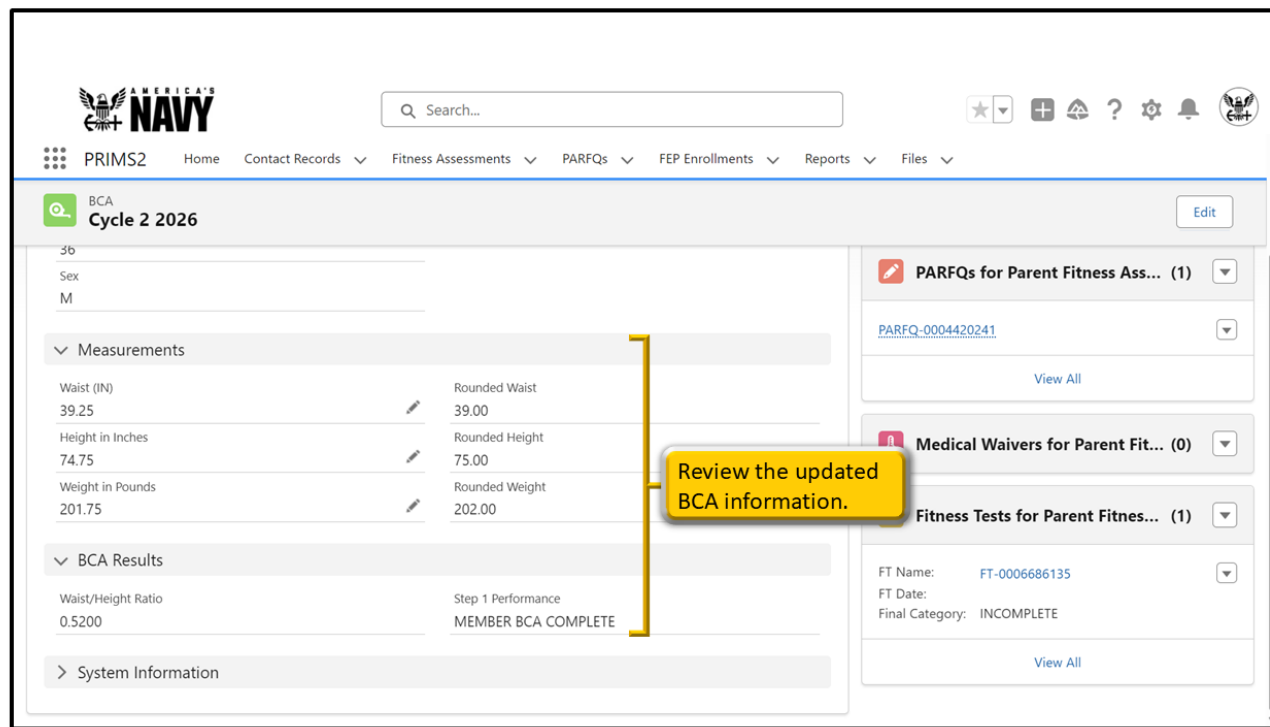
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

BCA Cycle 2 2026 Edit

3b
Sex
M

Measurements

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

BCA Results

Waist/Height Ratio	0.5200	Step 1 Performance	MEMBER BCA COMPLETE
--------------------	--------	--------------------	---------------------

System Information

PARFQs for Parent Fitness Ass... (1)
PARFQ-0004420241
View All

Medical Waivers for Parent Fit... (0)

Fitness Tests for Parent Fitnes... (1)
FT Name: FT-0006686135
FT Date:
Final Category: INCOMPLETE
View All



Review the updated Measurement information and BCA Results.

How To Edit a BCA

Step-By-Step Instructions



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



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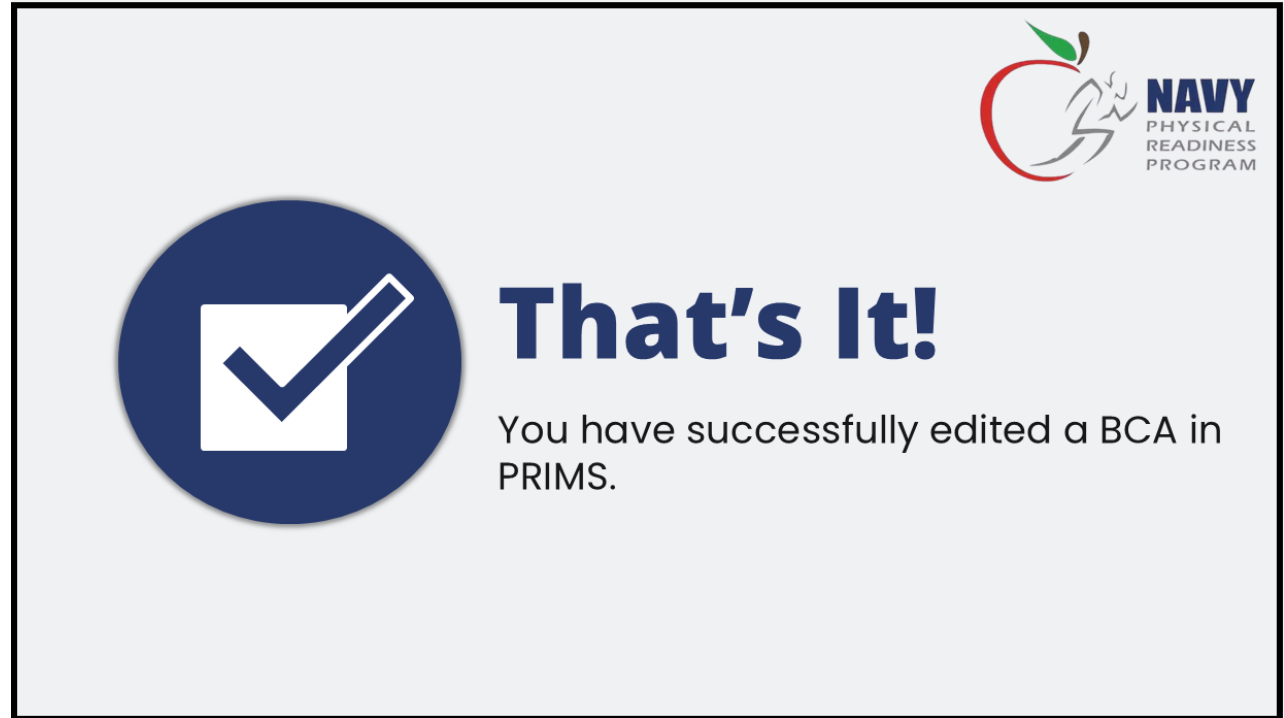
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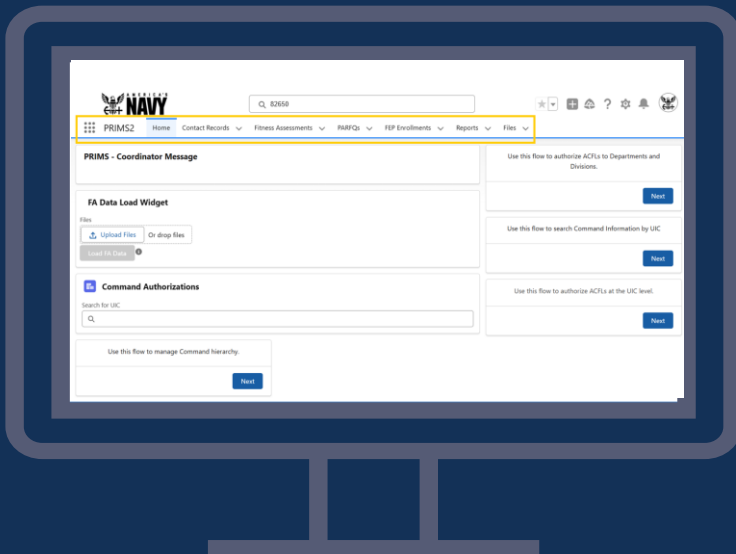
Return to the Medical Waiver lesson

Continue to the CFT lesson



CFL PRIMS Training

Combat Fitness Test (CFT) *Platform Display*

[Start Tutorial](#)



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Combat Fitness Test (CFT)

CFT Guidelines

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

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

CFT Guidance

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

How It Works



CFLs and/or ACFLs
administer the CFT.



Sailor completes the 4
identified CFT events in
sequence.



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

✓ Swim ✓ Push-Ups ✓ Pull-Ups ✓ Run

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



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

How To Create a CFT

PRIMS Quick Steps



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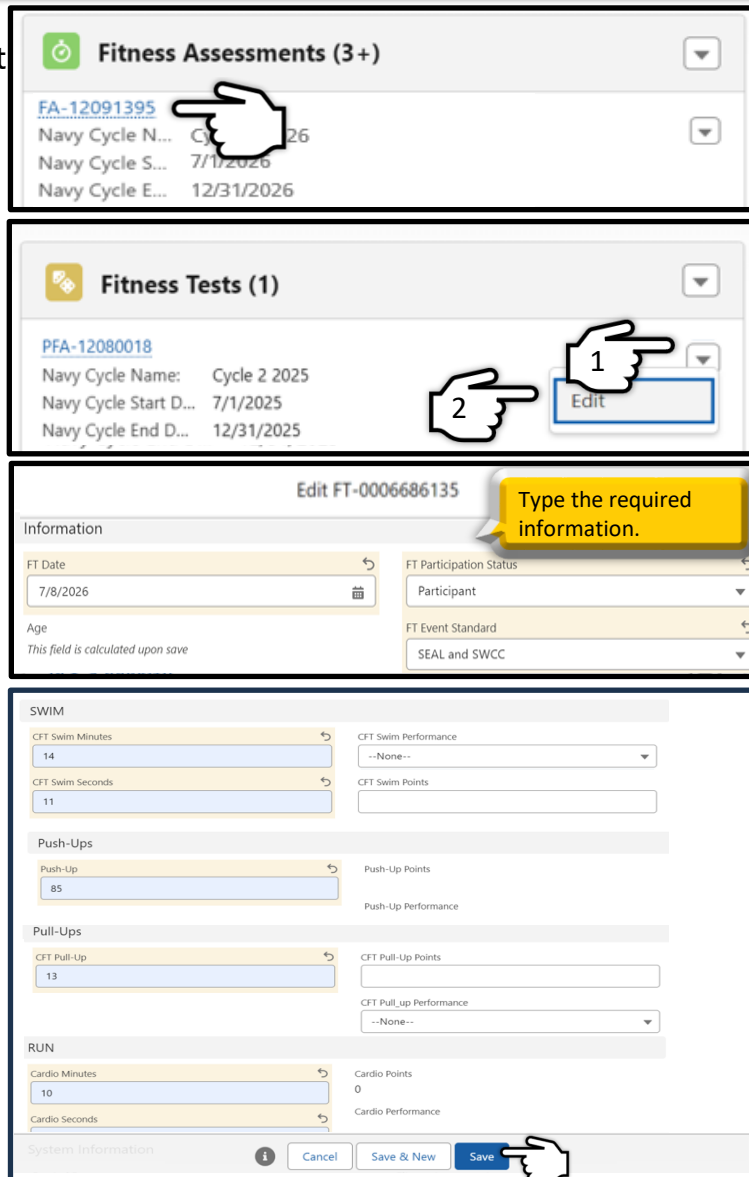


1 In the **Sailor's Contact Record**, Select the **Fitness Assessment (FA)** hyperlink.

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

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

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



Fitness Assessments (3+)

FA-12091395
Navy Cycle N... 26
Navy Cycle S... 7/1/2026
Navy Cycle E... 12/31/2026

Fitness Tests (1)

PFA-12080018
Navy Cycle Name: Cycle 2 2025
Navy Cycle Start D... 7/1/2025
Navy Cycle End D... 12/31/2025

Edit FT-0006686135

Information

FT Date: 7/8/2026

FT Participation Status: Participant

FT Event Standard: SEAL and SWCC

SWIM

CFT Swim Minutes: 14

CFT Swim Seconds: 11

CFT Swim Performance: --None--

CFT Swim Points:

Push-Ups

Push-Up: 85

Push-Up Points:

Push-Up Performance:

Pull-Ups

CFT Pull-Up: 13

CFT Pull-Up Points:

CFT Pull-up Performance: --None--

RUN

Cardio Minutes: 10

Cardio Seconds:

Cardio Points: 0

Cardio Performance:

System Information

Cancel Save & New Save



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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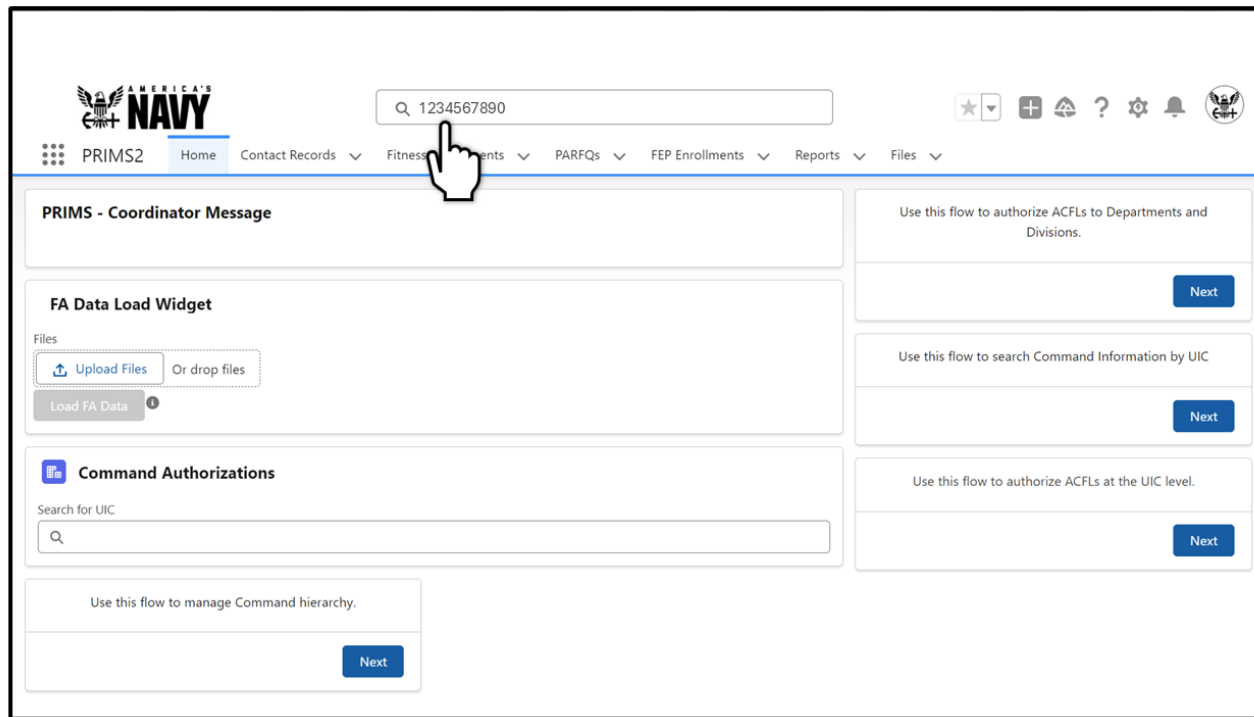
Step-By-Step
Instructions



Quick Steps



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



The screenshot shows the PRIMS2 web application interface. At the top, there is a search bar with the text "Q 1234567890" and a hand cursor pointing to it. Below the search bar is a navigation menu with tabs: "PRIMS2", "Home", "Contact Records", "Fitness", "Reports", "Files", and "PARFQs". The main content area is divided into several sections: "PRIMS - Coordinator Message", "FA Data Load Widget" (with "Upload Files" and "Load FA Data" buttons), and "Command Authorizations" (with a "Search for UIC" field). On the right side, there are three panels with "Next" buttons, each containing text about authorizing ACFLs and searching Command Information by UIC. At the bottom of the interface, there is a row of seven circular navigation buttons, with the first one being blue and the others grey.

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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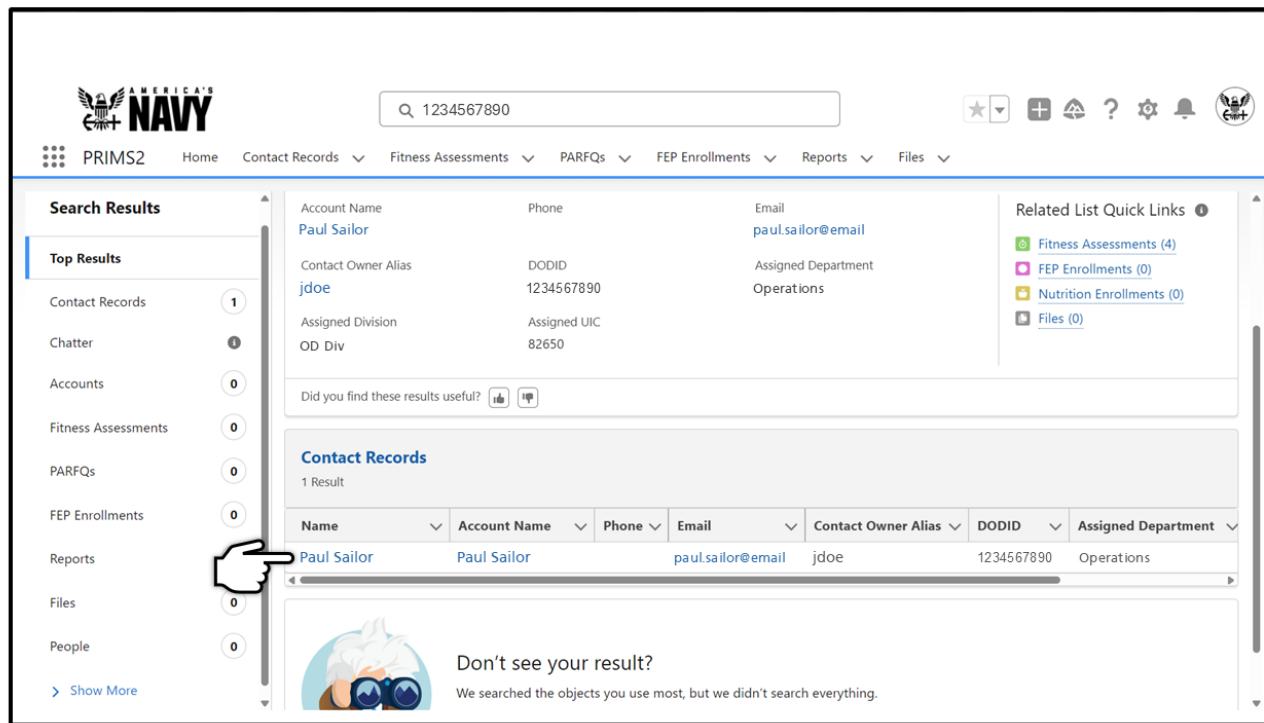
Step-By-Step
Instructions



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.



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

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



Overview



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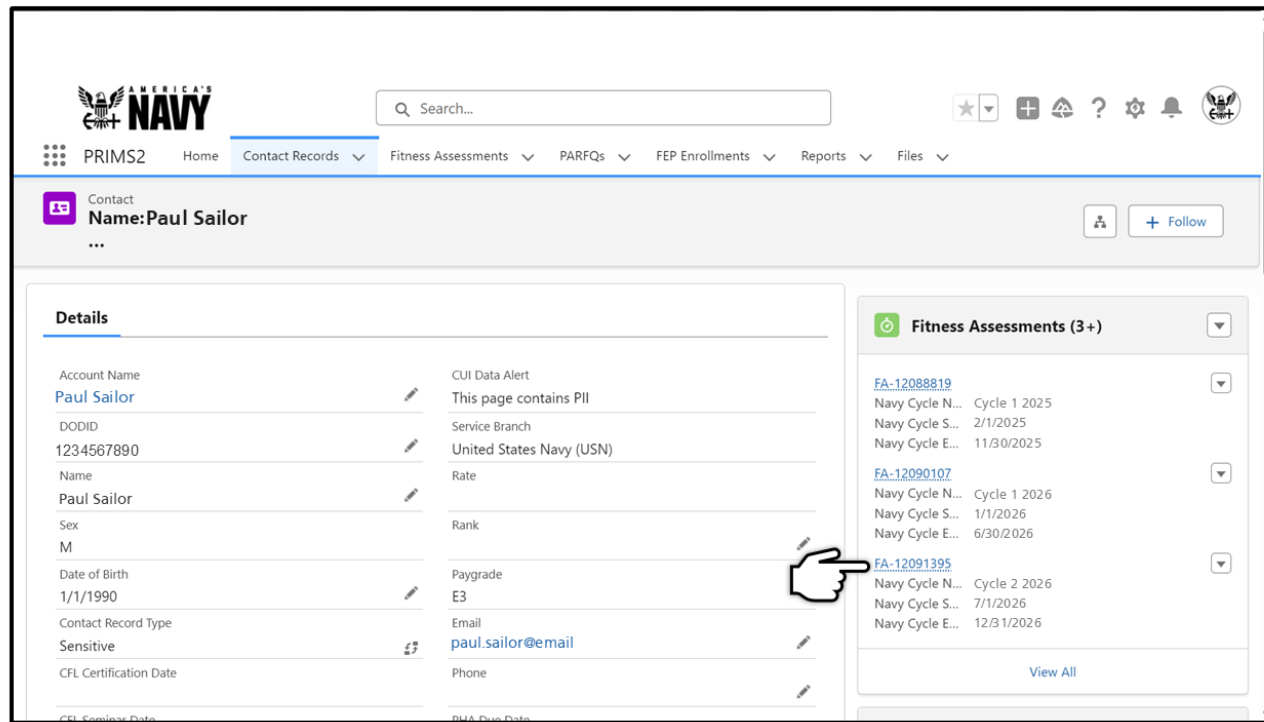
Step-By-Step
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Quick Steps



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	Sensitive	Email	paul.sailor@email
CFL Certification Date		Phone	

Fitness Assessments (3+)

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

[View All](#)

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

How To View a CFT

Step-By-Step Instructions



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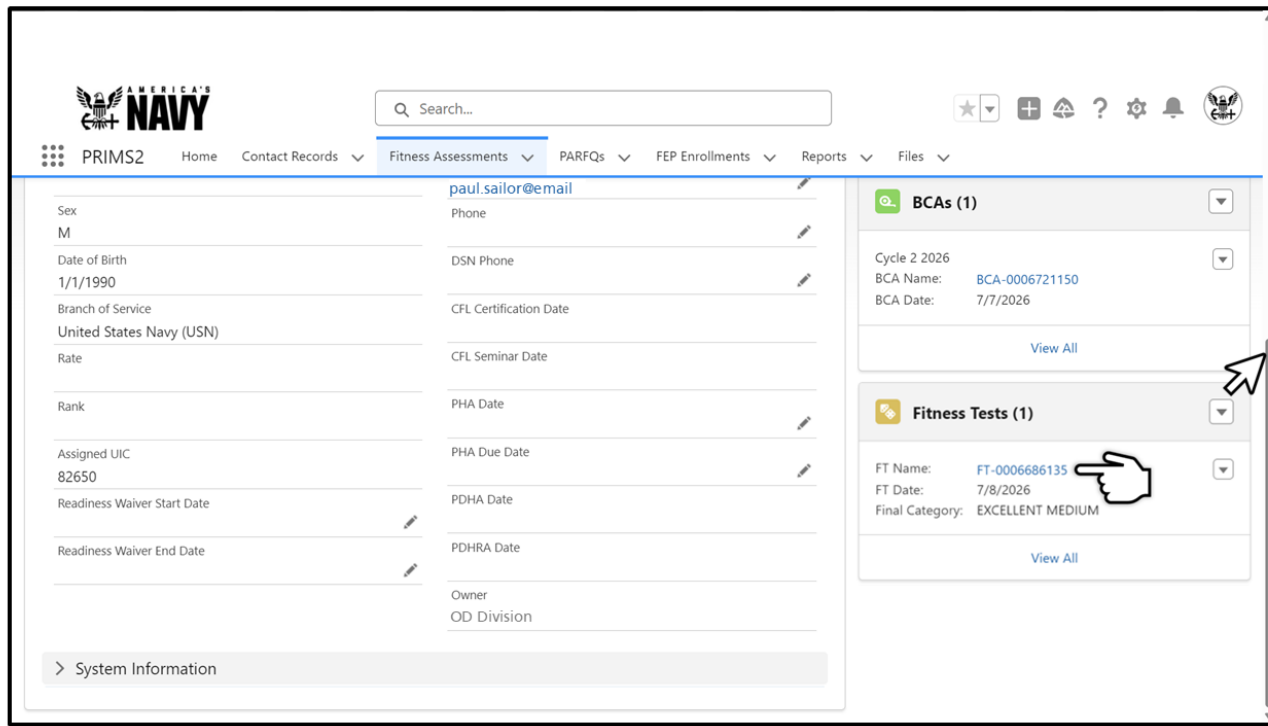
Step-By-Step
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Quick Steps



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 displays the Navy Physical Readiness Program interface. The top navigation bar includes the Navy logo, a search bar, and several icons. Below the navigation bar, the 'Fitness Assessments' tab is selected. The main content area shows a list of fitness assessments for the user 'paul.sailor@email'. The 'Fitness Tests (1)' section is highlighted, showing details for FT Name: FT-0006686135, FT Date: 7/8/2026, and Final Category: EXCELLENT MEDIUM. A hand icon points to the 'FT-0006686135' hyperlink.

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



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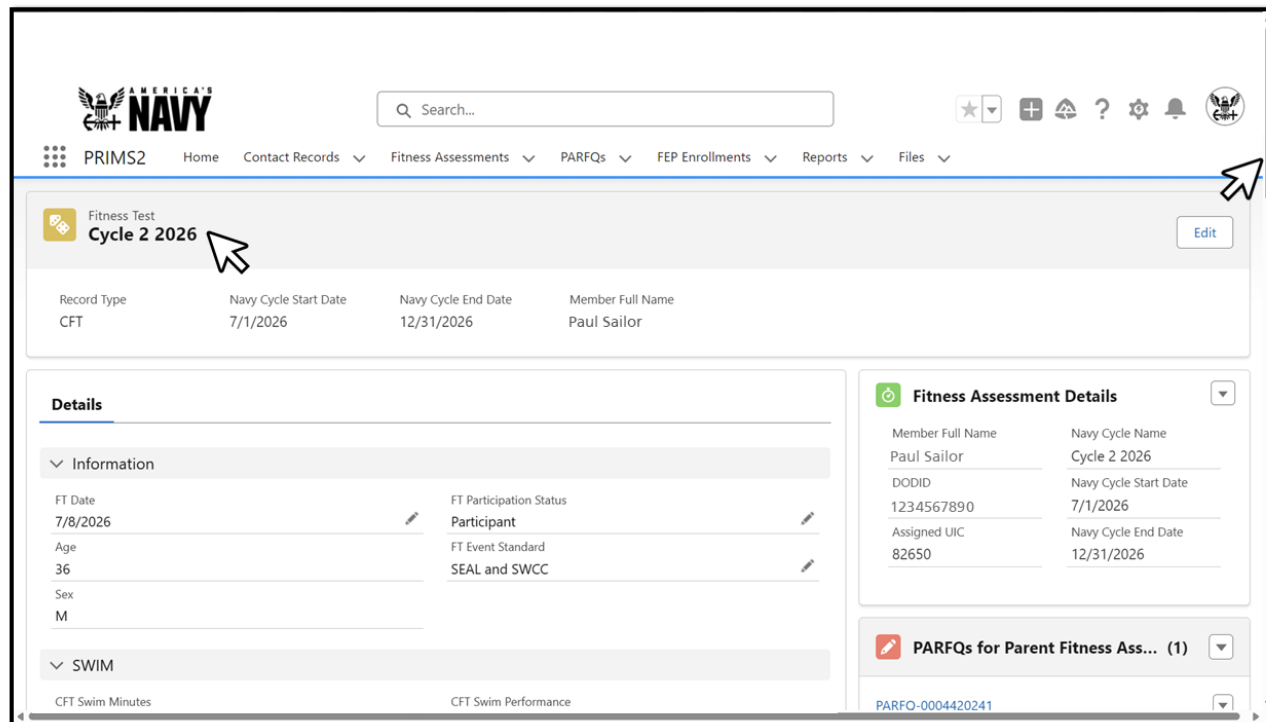
Step-By-Step
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Quick Steps



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



The screenshot displays the 'Fitness Test Cycle 2 2026' page. At the top, there is a search bar and navigation tabs: PRIMS2, Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. Below the tabs, a table lists record types, with 'CFT' selected. The table shows details for 'Paul Sailor' with a Navy Cycle Start Date of 7/1/2026 and a Navy Cycle End Date of 12/31/2026. An 'Edit' button is visible in the top right corner of the table. Below the table, there are two main sections: 'Details' and 'Fitness Assessment Details'. The 'Details' section includes a 'Information' tab with fields for FT Date (7/8/2026), Age (36), Sex (M), FT Participation Status (Participant), and FT Event Standard (SEAL and SWCC). The 'Fitness Assessment Details' section shows Member Full Name (Paul Sailor), Navy Cycle Name (Cycle 2 2026), DODID (1234567890), Navy Cycle Start Date (7/1/2026), Assigned UIC (82650), and Navy Cycle End Date (12/31/2026). At the bottom, there is a 'PARFQs for Parent Fitness Ass...' section with a dropdown menu showing 'PARFO-0004420241'.

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

1 How To View a CFT

Step-By-Step Instructions



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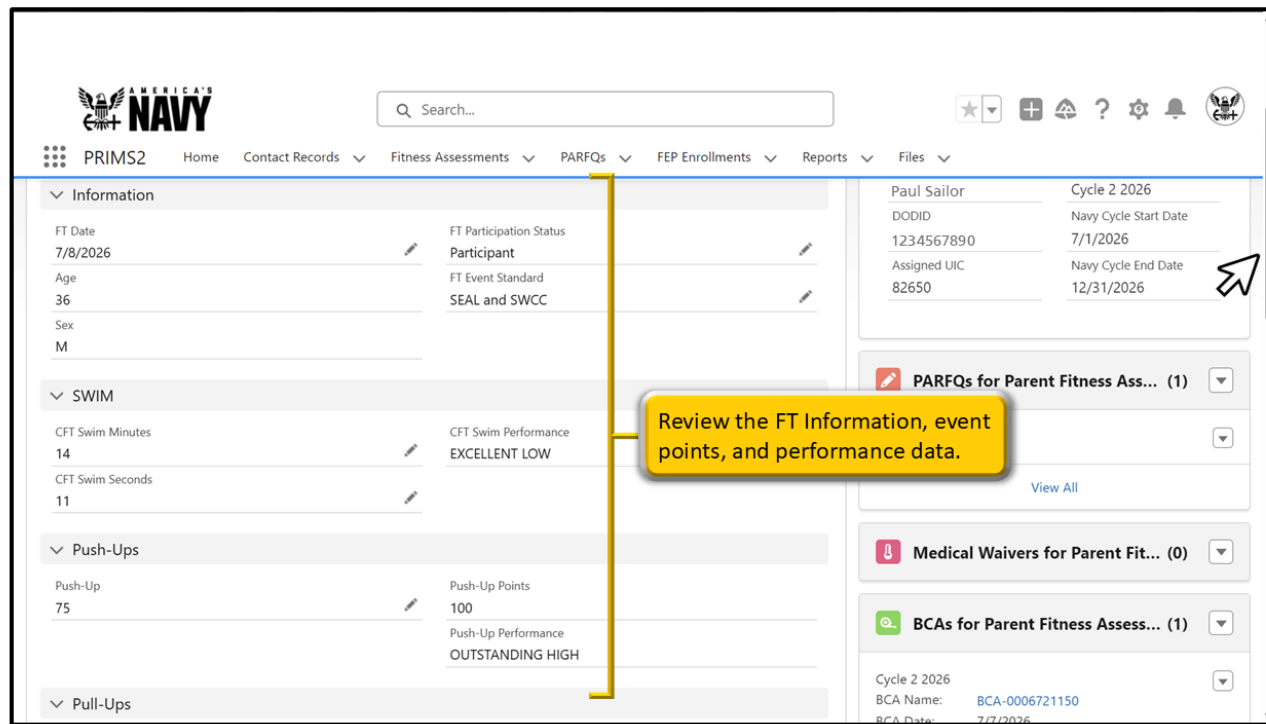
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Quick Steps



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 displays the PRIMS2 interface for a participant named Paul Sailor. The interface includes a search bar, navigation tabs (Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, Files), and a detailed view of the participant's fitness assessment for Cycle 2 2026.

Information Section:

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

SWIM Section:

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

Push-Ups Section:

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

Pull-Ups Section:

The interface also shows a sidebar with summary cards for PARFQs for Parent Fitness Assessments (1), Medical Waivers for Parent Fitness Assessments (0), and BCAs for Parent Fitness Assessments (1). A yellow callout box highlights the Information, event points, and performance data.

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

How To View a CFT

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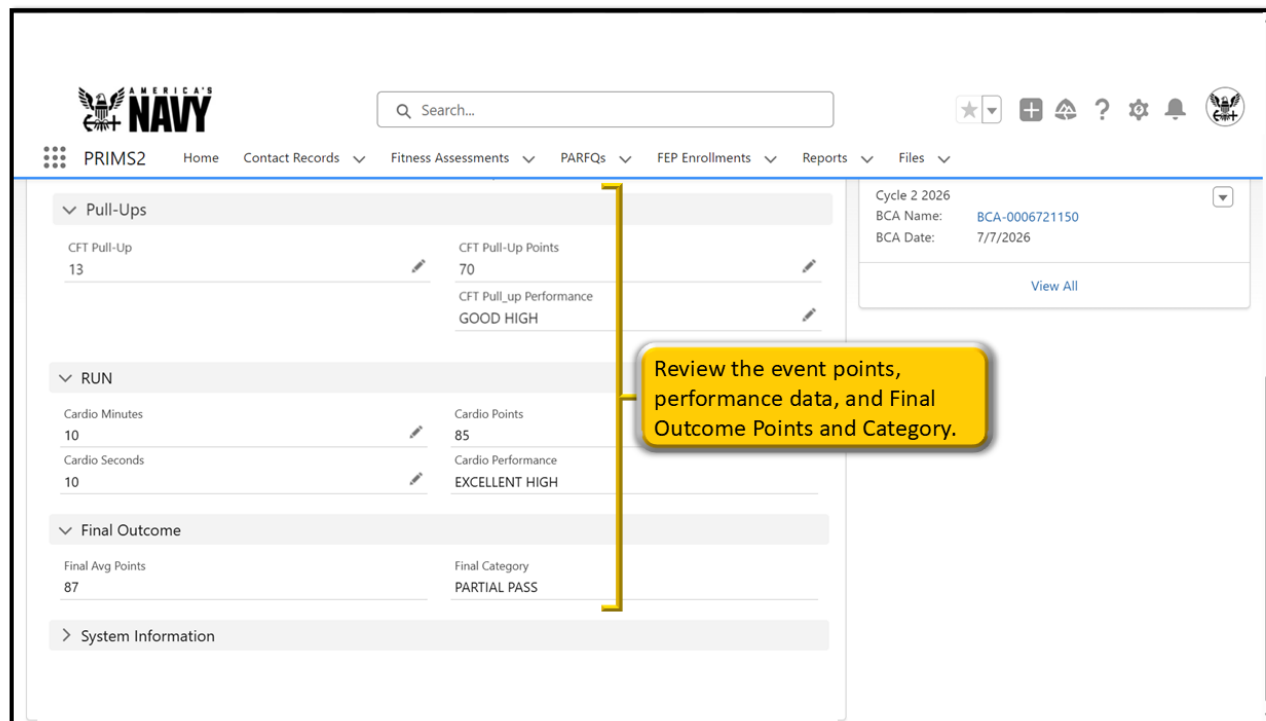
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Need to go back or move ahead? *Desktop Users:* Select the **Arrows (< >)** or the **Dots (...)** below the images. *Mobile Users:* Tap the **Dots (...)** below the images.



AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Search...

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

Pull-Ups

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

RUN

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

Final Outcome

Final Avg Points	Final Category
87	PARTIAL PASS

> System Information

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



View the Final Outcome details.

1 How To View a CFT

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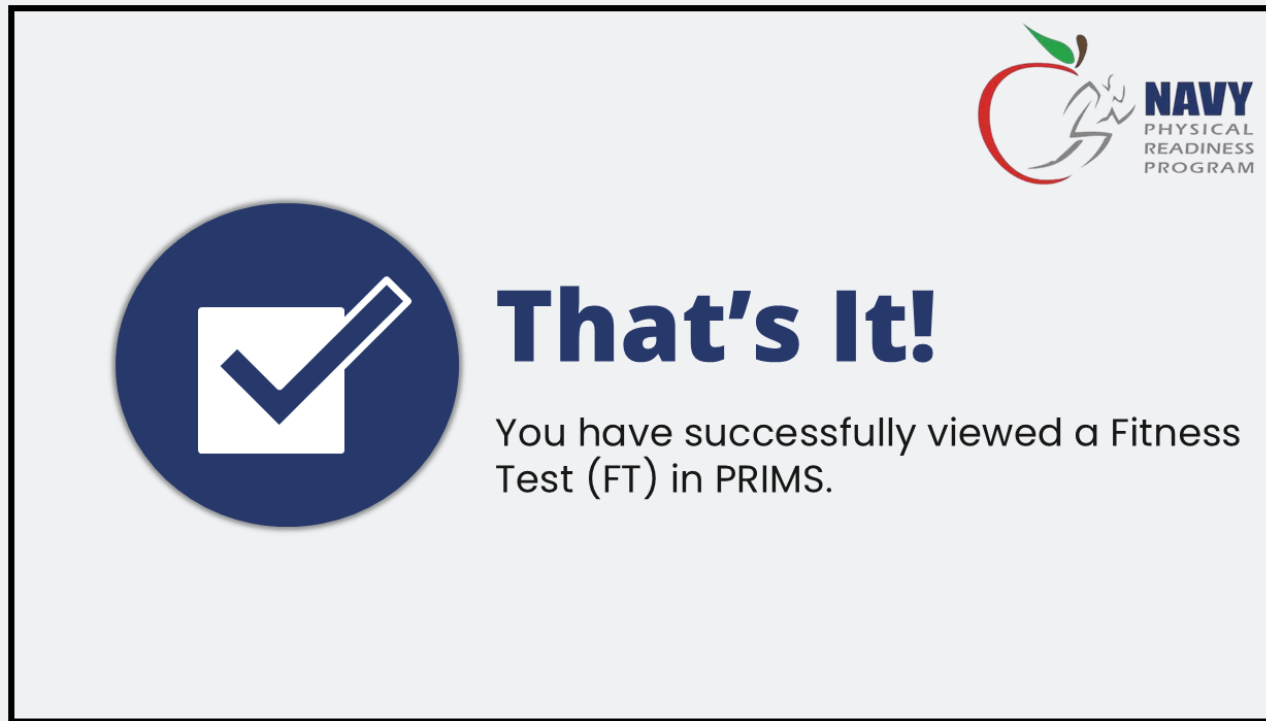
Step-By-Step
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Quick Steps



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.



Continue to How to Create a CFT



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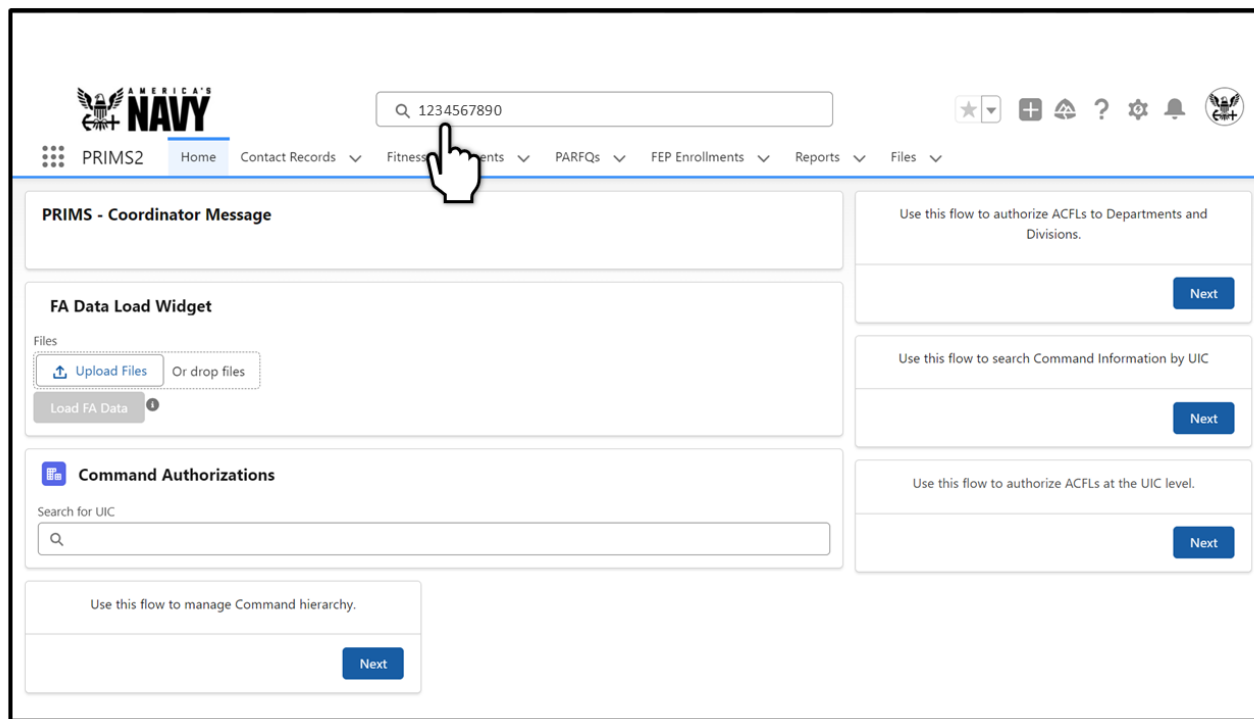
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Quick Steps



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.



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



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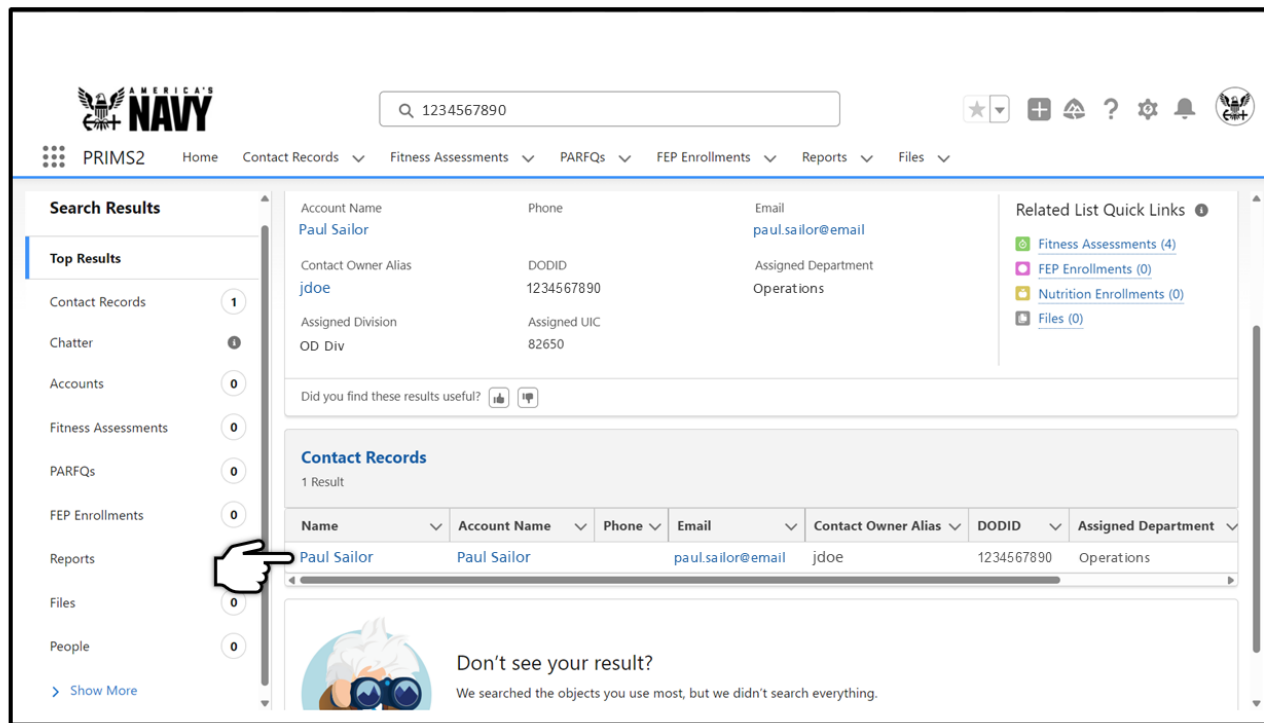
Step-By-Step
Instructions



Quick Steps



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



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

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



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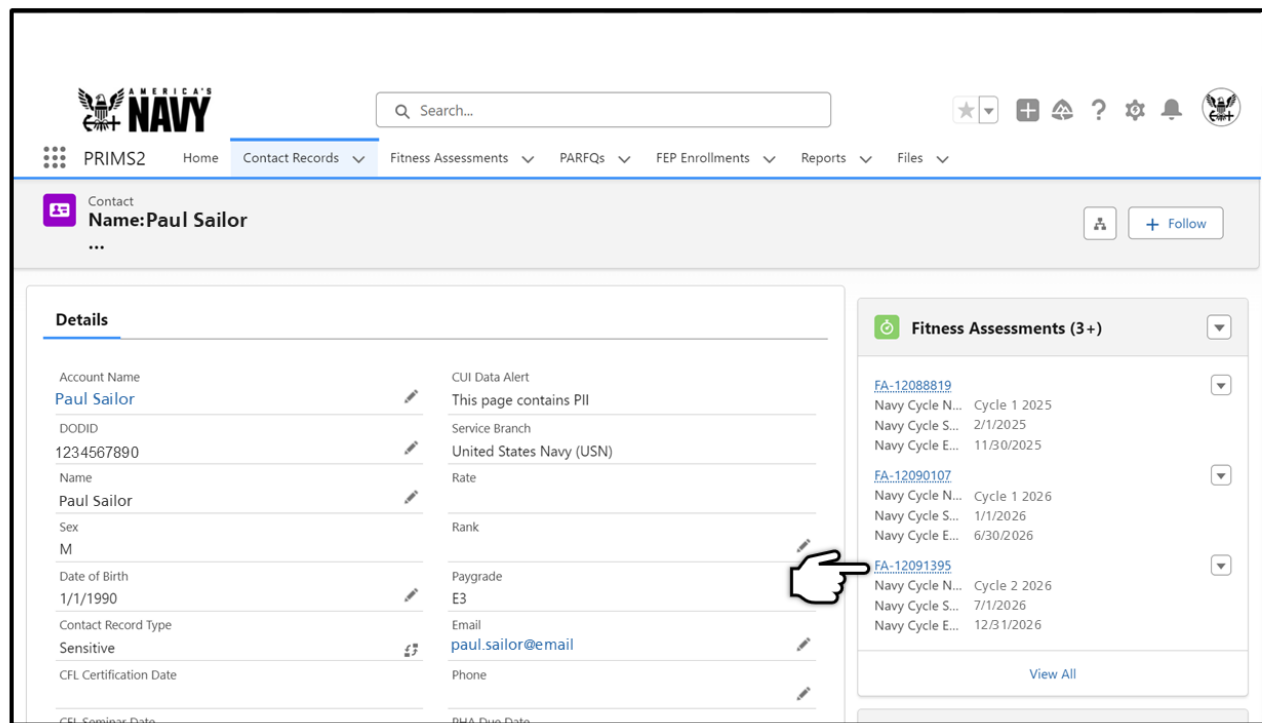
Step-By-Step
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Quick Steps



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.




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



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Learning Targets



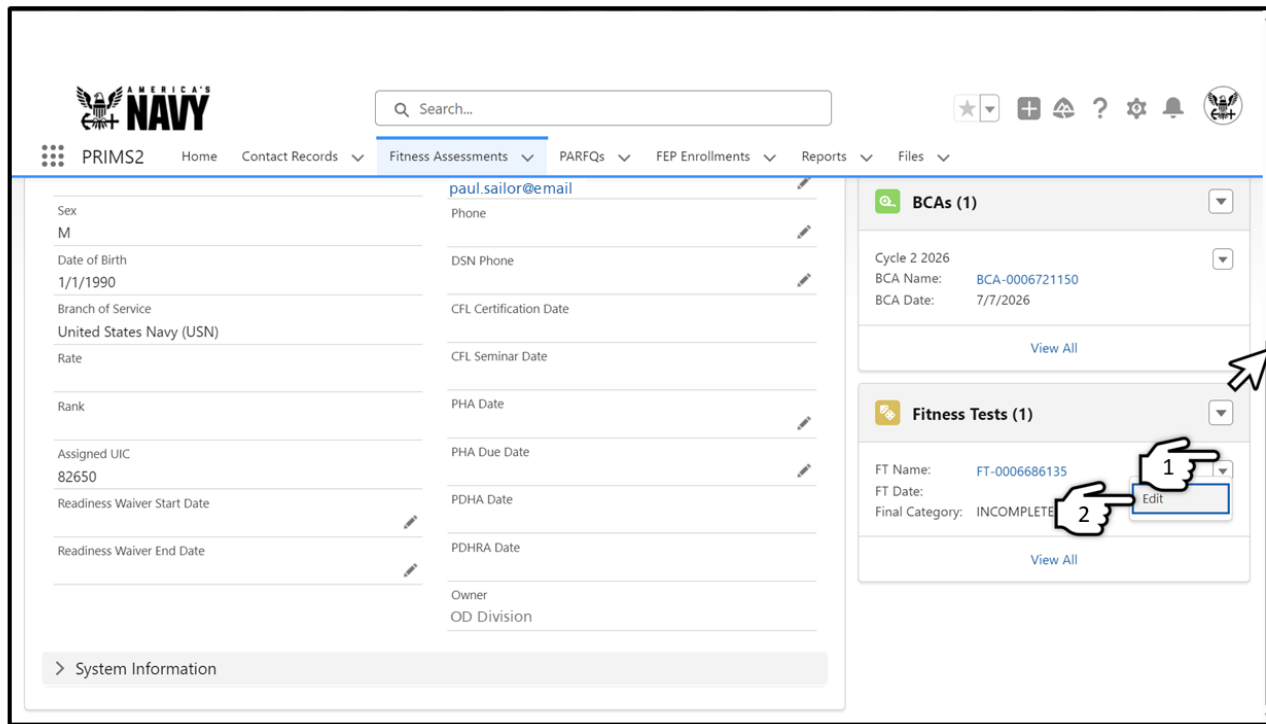
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Quick Steps



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



The screenshot shows the NAVY Physical Readiness Program interface. The user profile for paul.sailor@email is displayed on the left. The right sidebar shows the 'Fitness Assessments' section, which includes a list of 'BCAs (1)' and 'Fitness Tests (1)'. The 'Fitness Tests (1)' section shows a table with columns for 'FT Name', 'FT Date', and 'Final Category'. The 'FT Name' column has a drop-down list with the value 'FT-0006686135'. The 'Final Category' column has the value 'INCOMPLETE'. An 'Edit' button is visible next to the 'FT Name' drop-down list. A hand icon with the number '1' points to the drop-down list, and another hand icon with the number '2' points to the 'Edit' button.

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

How To Create a CFT

Step-By-Step Instructions



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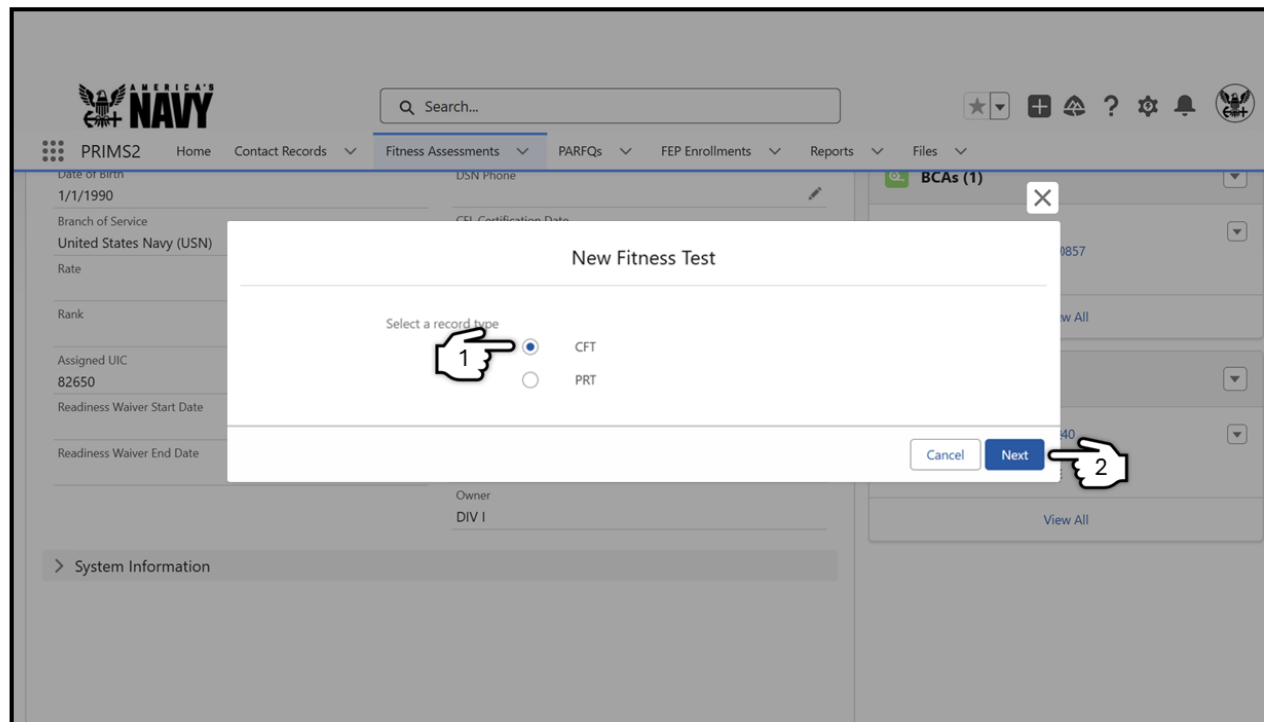
Step-By-Step
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Quick Steps



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.



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



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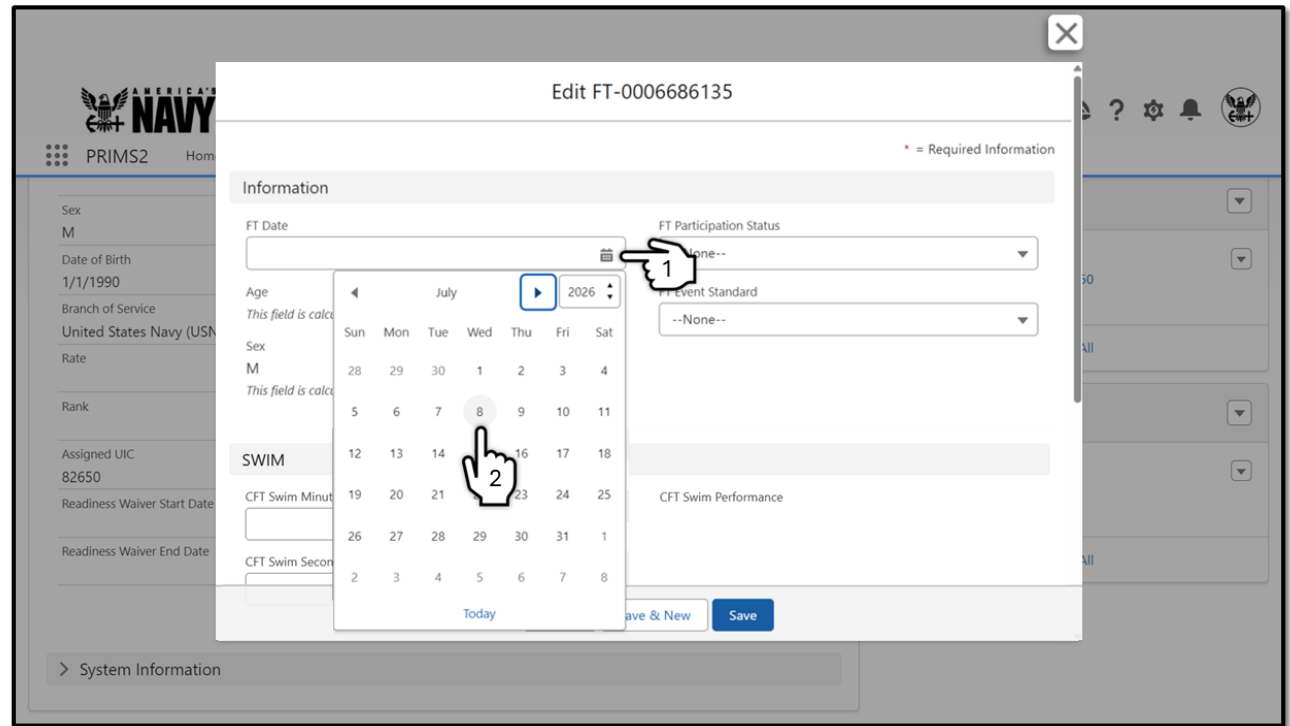
Step-By-Step
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Quick Steps



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



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



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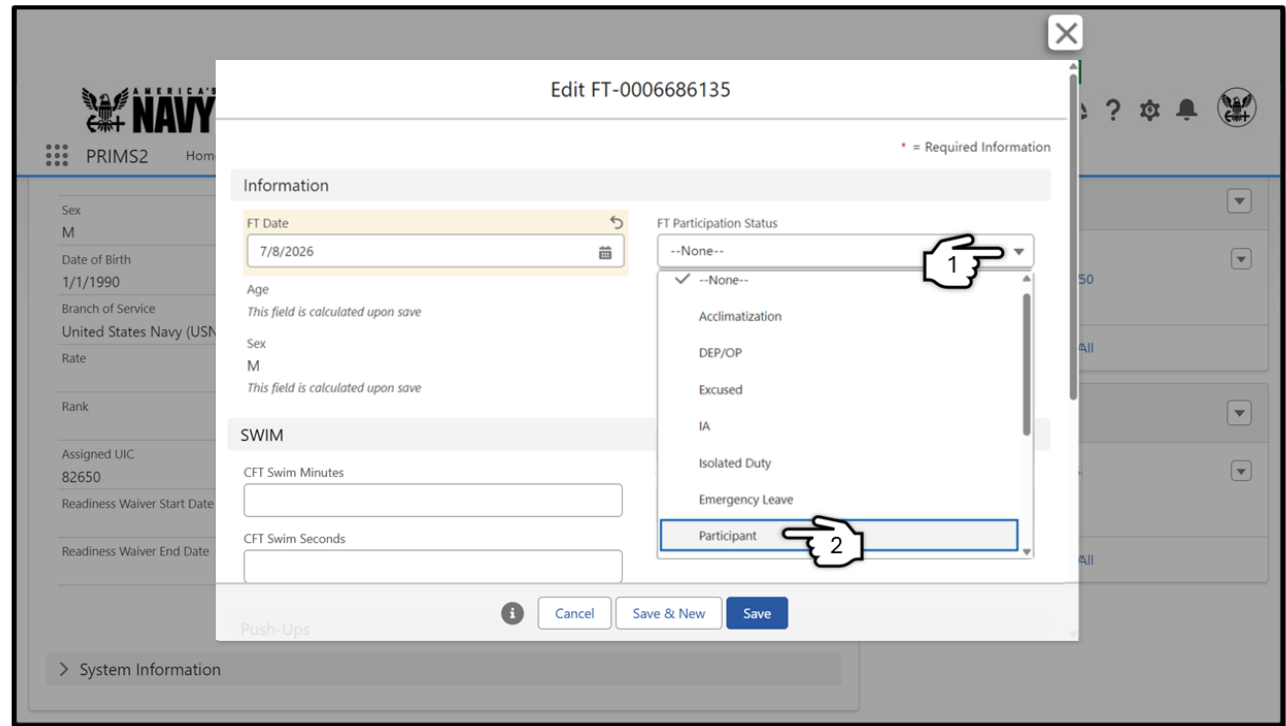
Step-By-Step
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Quick Steps



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 **PRT Participation Status** drop-down list and select the **Status**.

How To Create a CFT

Step-By-Step Instructions



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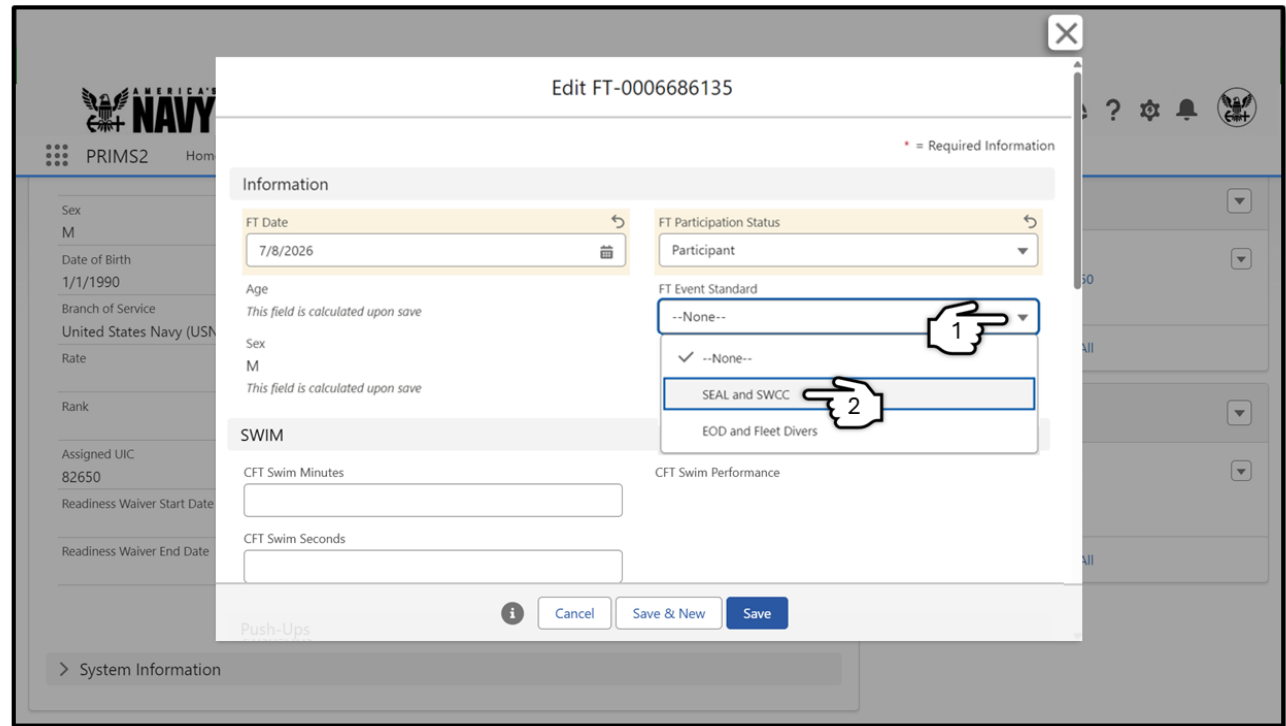
Step-By-Step
Instructions



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.



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

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.



Overview



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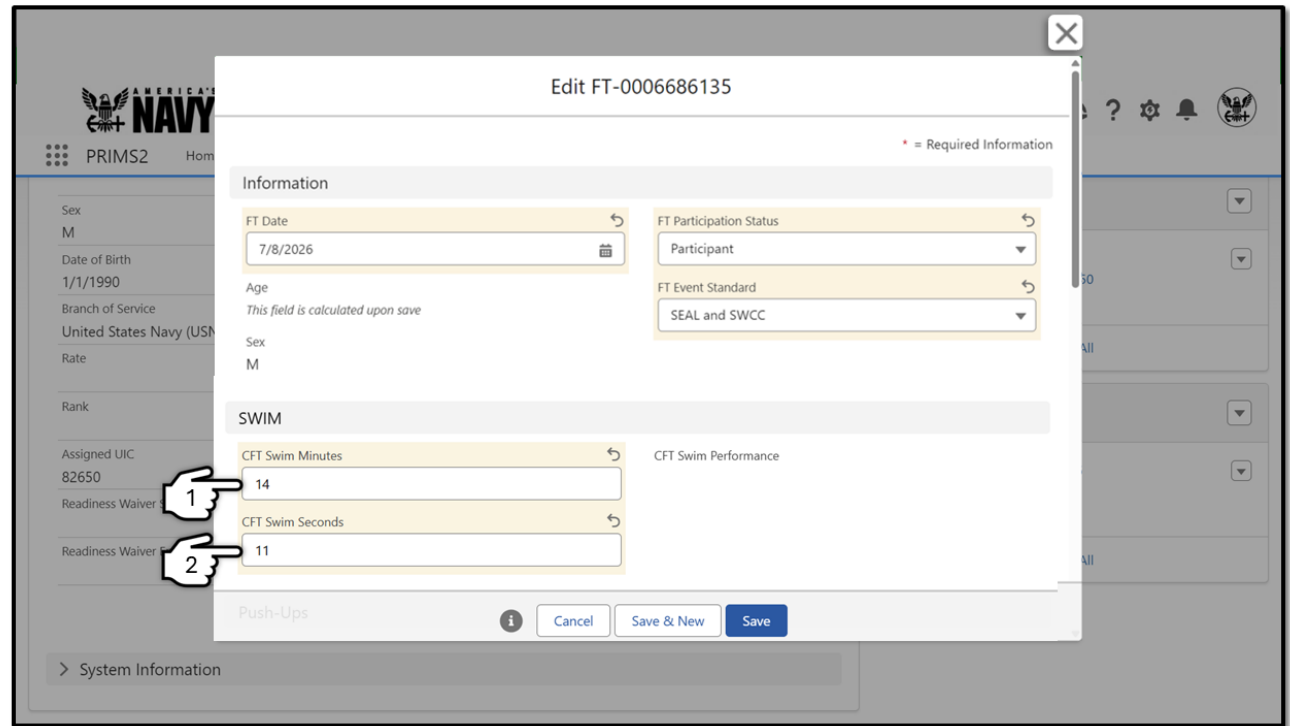
Learning Targets



Step-By-Step
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Quick Steps



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



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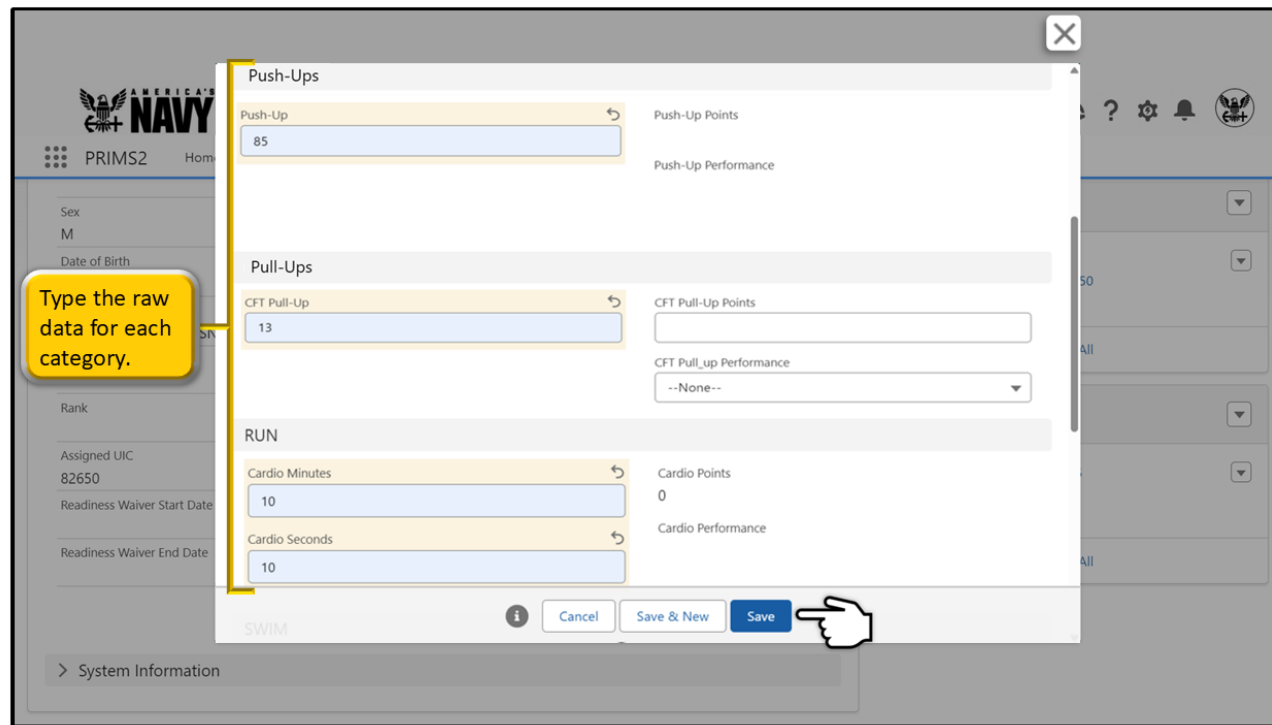
Step-By-Step
Instructions



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 creating a CFT. A modal window titled "Push-Ups" is open, displaying input fields for "Push-Up" (85), "Pull-Ups" (13), and "RUN" (Cardio Minutes: 10, Cardio Seconds: 10). The "Save" button is highlighted with a hand icon. A yellow callout box points to the input fields with the text: "Type the raw data for each category."

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



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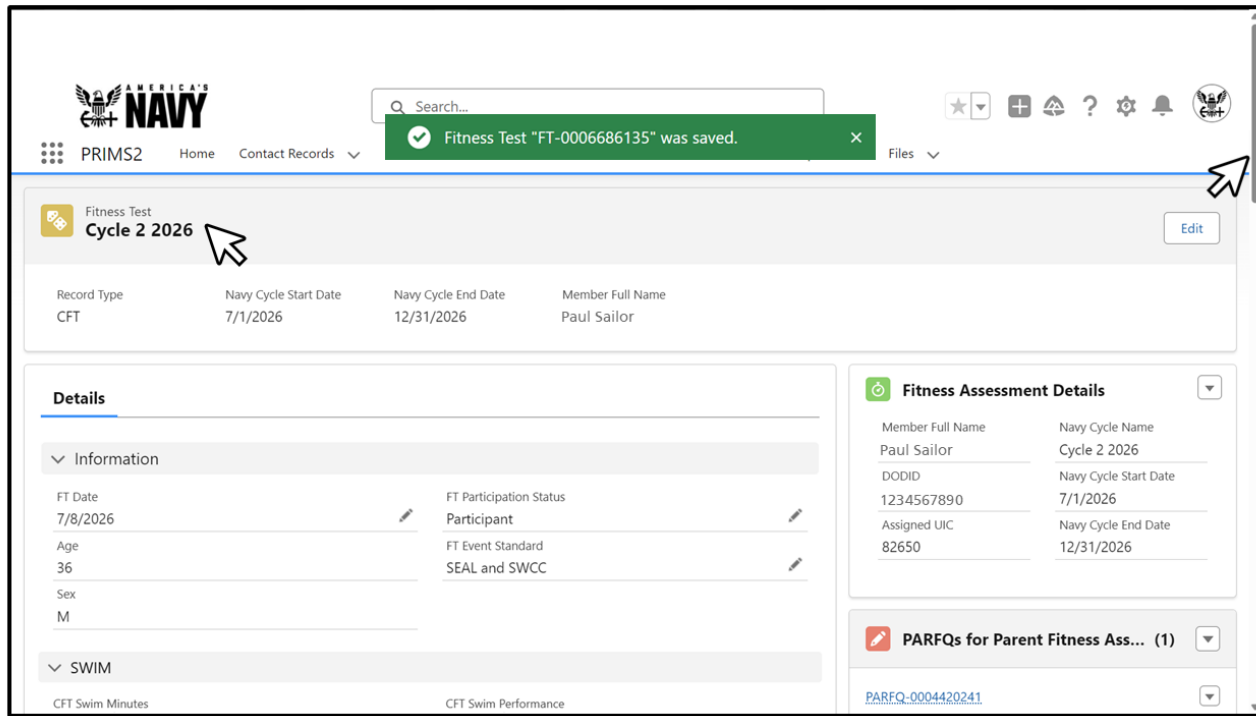
Step-By-Step
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Quick Steps



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



AMERICA'S NAVY

Search...

PRIMS2 Home Contact Records

Fitness Test "FT-0006686135" was saved.

Fitness Test Cycle 2 2026 Edit

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

Details

Information

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

SWIM

CFT Swim Minutes CFT Swim Performance

Fitness Assessment Details

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

PARFQs for Parent Fitness Ass... (1)

PARFQ-0004420241

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



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Learning Targets



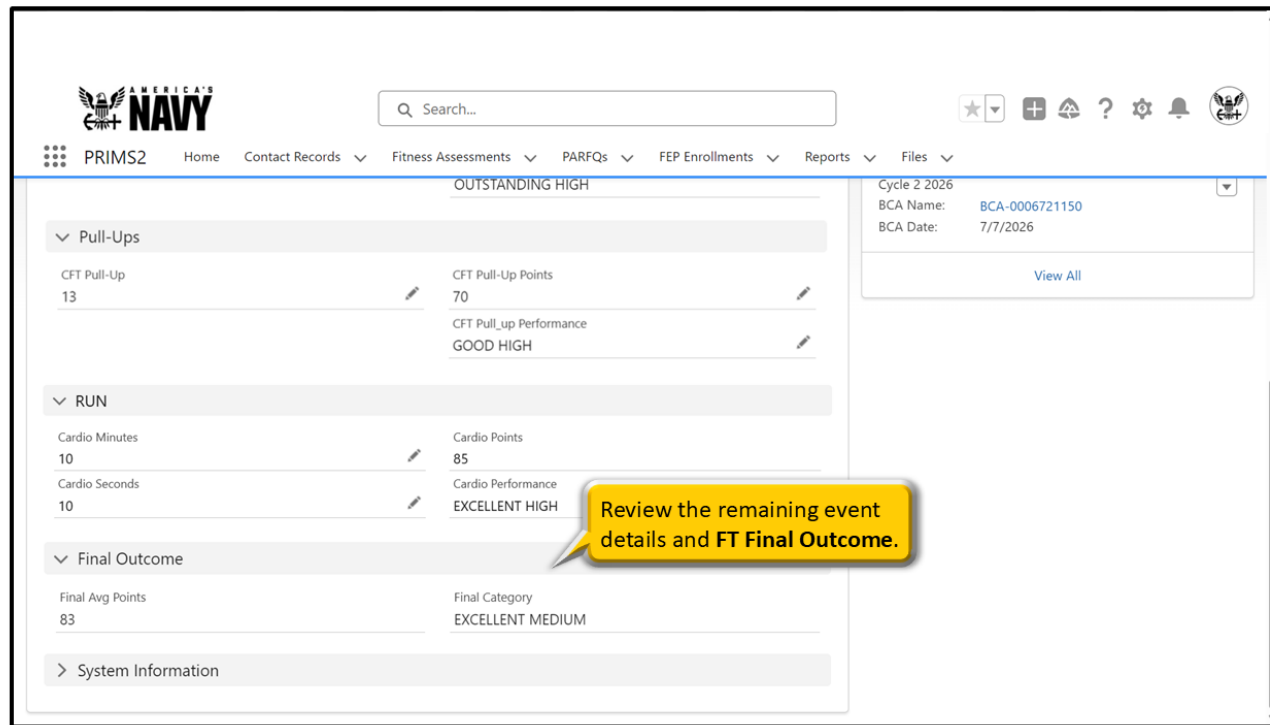
Step-By-Step
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Quick Steps



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.



AMERICA'S NAVY

Search...

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

OUTSTANDING HIGH

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

Pull-Ups

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

RUN

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

Final Outcome

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

> System Information

Review the remaining event details and FT Final Outcome.

Review the additional event performed values and Final Outcome.

How To Create a CFT

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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Navigation



Policy Insights



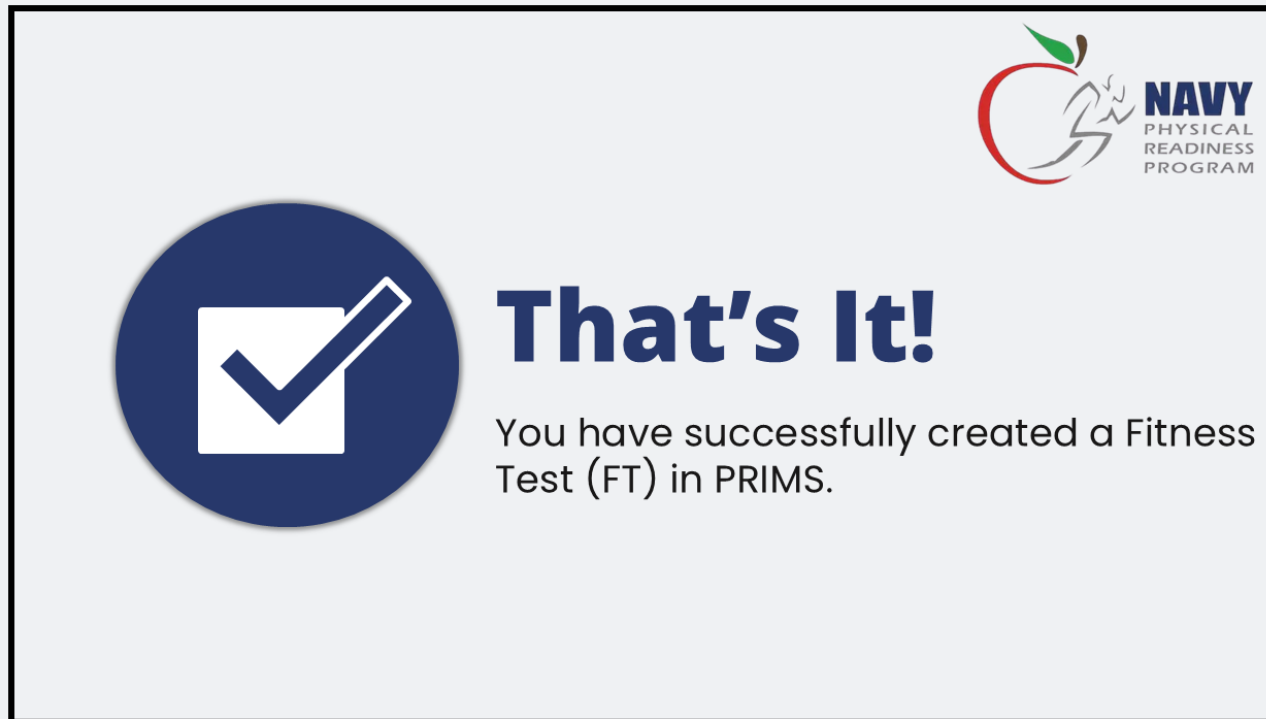
Learning Targets



Step-By-Step
Instructions



Quick Steps



Continue to How to Edit a CFT

How To Edit a CFT

Step-By-Step Instructions



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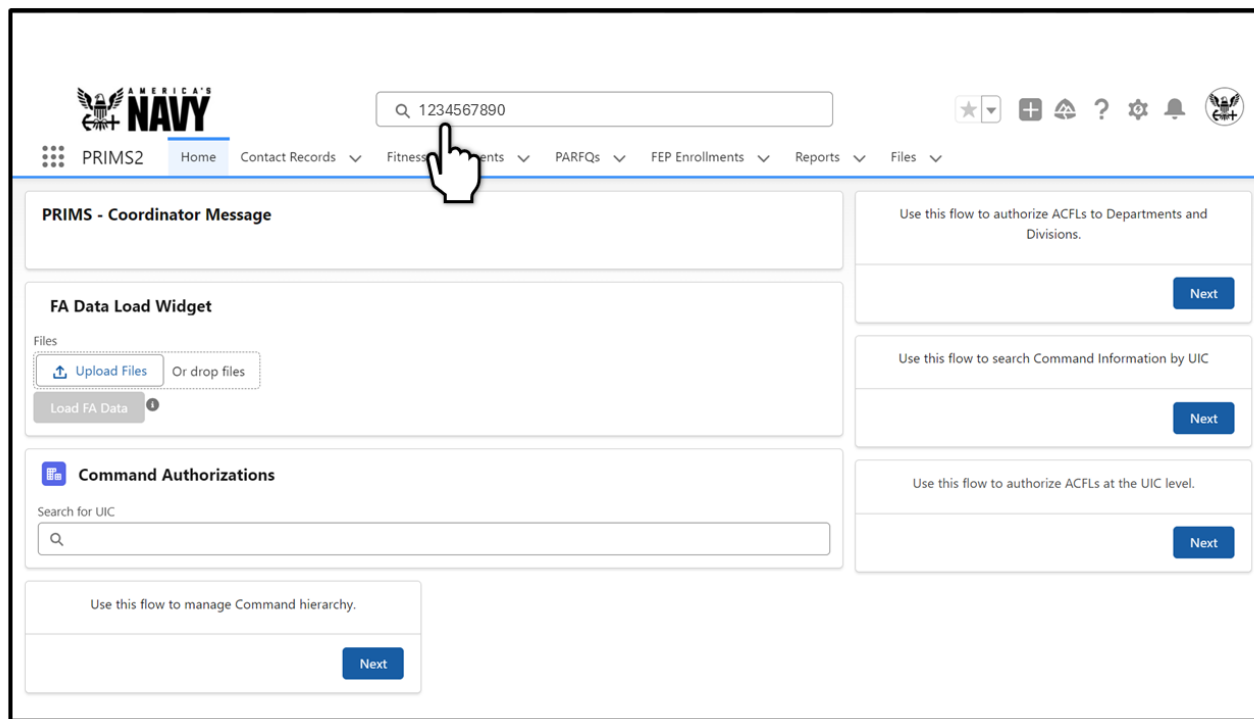
Step-By-Step
Instructions



Quick Steps



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



The screenshot shows the PRIMS2 interface. At the top, there is a search bar with the text "Q 1234567890". Below the search bar, there are several tabs: "PRIMS2", "Home", "Contact Records", "Fitness", "Reports", "Files", "PARFQs", "FEP Enrollments", and "Reports". A hand icon is pointing to the search bar. Below the tabs, there are several sections: "PRIMS - Coordinator Message", "FA Data Load Widget" (with "Upload Files" and "Load FA Data" buttons), "Command Authorizations" (with a "Search for UIC" field), and a "Next" button. On the right side, there are three panels with "Next" buttons. Below the screenshot, there is a row of 10 dots, with the first dot highlighted in blue.

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



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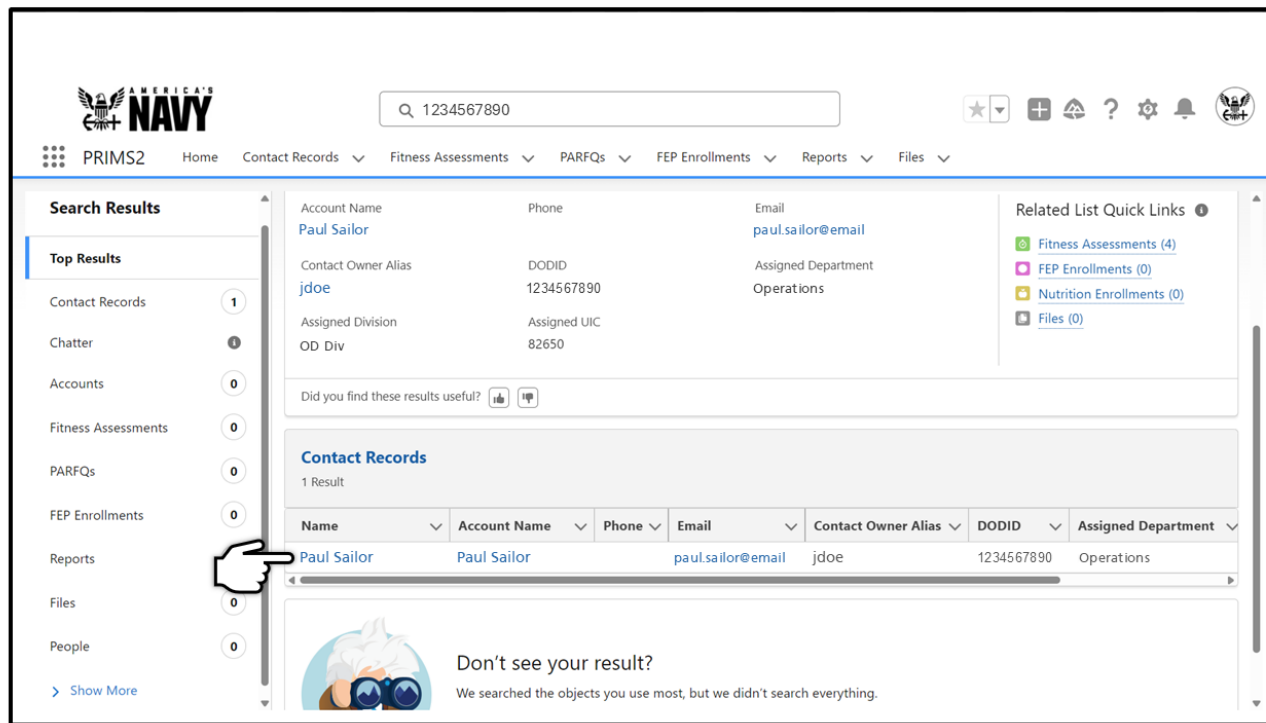
Step-By-Step
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Quick Steps



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



The screenshot shows the PRIMS2 interface. At the top, there's a search bar with '1234567890' and a navigation bar with links like Home, Contact Records, Fitness Assessments, PARFQs, FEP Enrollments, Reports, and Files. The main content area displays search results for 'Paul Sailor'. A sidebar on the left lists various categories with counts: Contact Records (1), Chatter (0), Accounts (0), Fitness Assessments (0), PARFQs (0), FEP Enrollments (0), Reports (0), Files (0), and People (0). A hand icon points to the 'Contact Records' tile. The 'Contact Records' section shows 1 result in a table with columns: Name, Account Name, Phone, Email, Contact Owner Alias, DODID, and Assigned Department. The result for 'Paul Sailor' is shown. Below the table, there's a message: 'Don't see your result? We searched the objects you use most, but we didn't search everything.'

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



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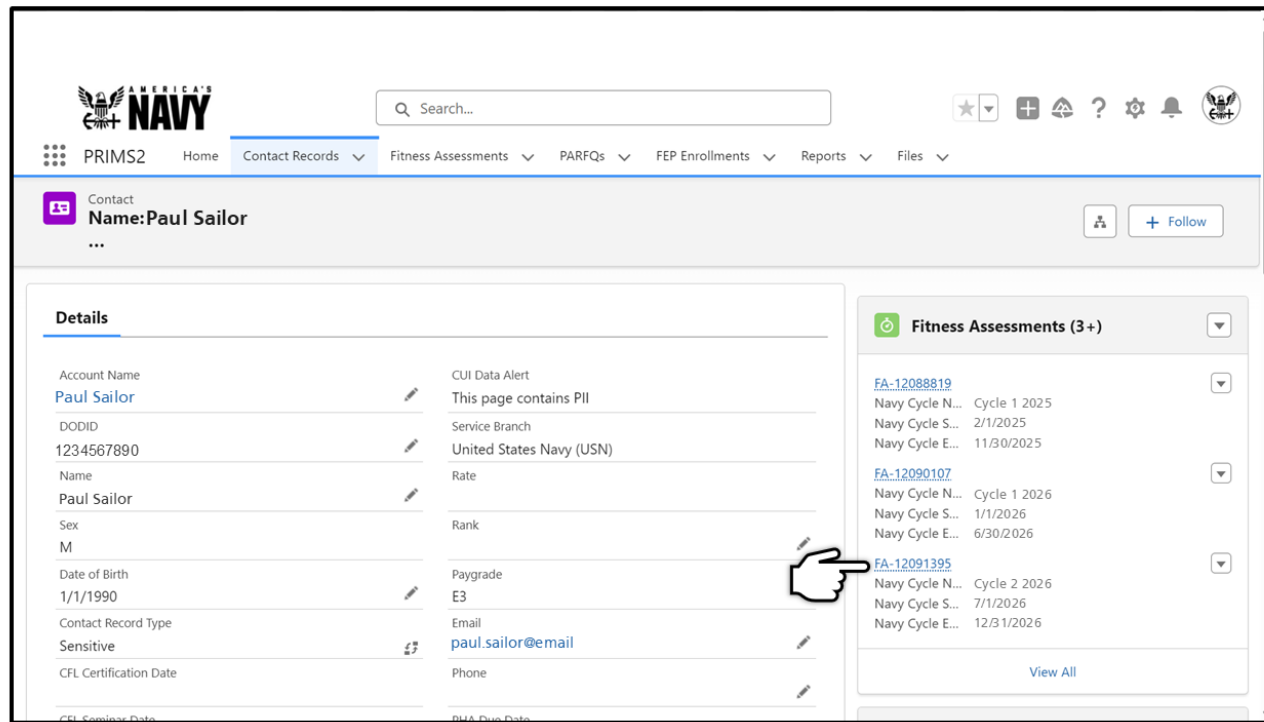
Step-By-Step
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Quick Steps



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



The screenshot shows the 'Contact Records' tab for 'Paul Sailor'. The 'Details' section includes fields for Account Name, DODID, Name, Sex, Date of Birth, Contact Record Type, and CFL Certification Date. The 'Fitness Assessments (3+)' section lists three assessments: FA-12088819, FA-12090107, and FA-12091395. A hand icon points to the FA-12091395 assessment.

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

How To Edit 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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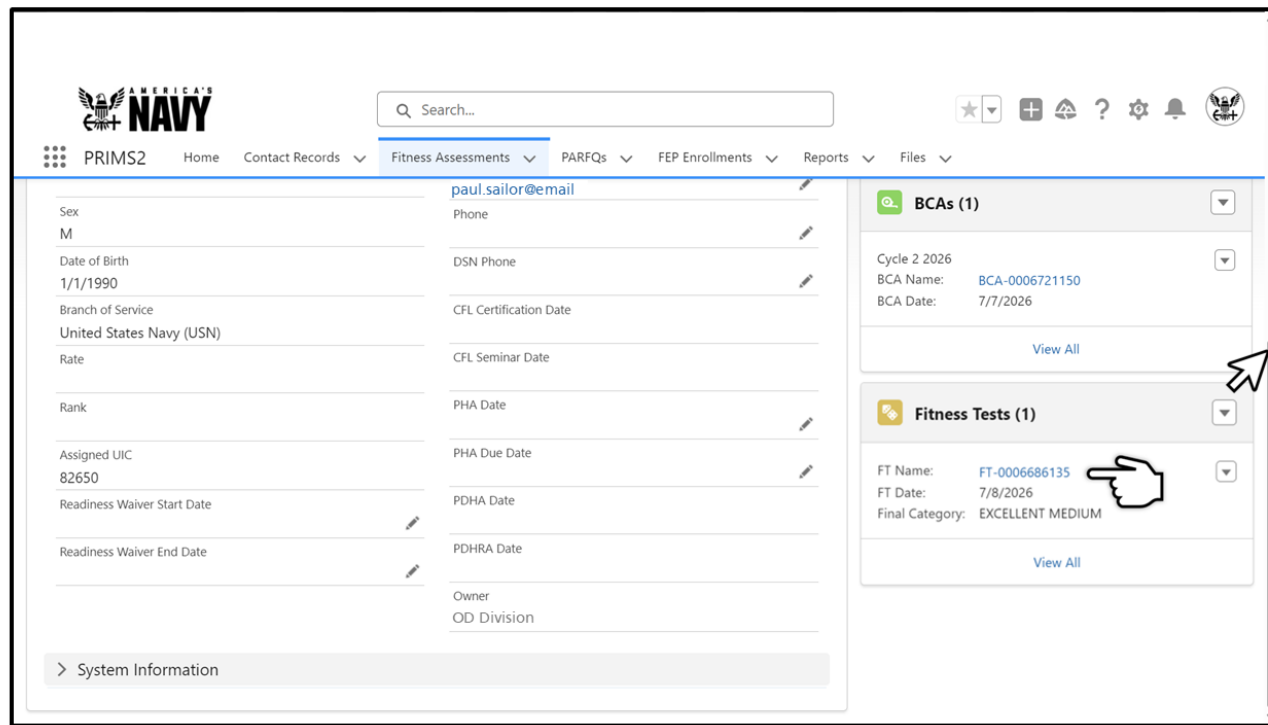
Learning Targets



Step-By-Step
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Quick Steps



AMERICA'S NAVY

Search...

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

paul.sailor@email

Sex: M

Date of Birth: 1/1/1990

Branch of Service: United States Navy (USN)

Rate:

Rank:

Assigned UIC: 82650

Readiness Waiver Start Date:

Readiness Waiver End Date:

Phone:

DSN Phone:

CFL Certification Date:

CFL Seminar Date:

PHA Date:

PHA Due Date:

PDHA Date:

PDHRA Date:

Owner: OD Division

BCAs (1)

Cycle 2 2026

BCA Name: BCA-0006721150

BCA Date: 7/7/2026

View All

Fitness Tests (1)

FT Name: FT-0006686135

FT Date: 7/8/2026

Final Category: EXCELLENT MEDIUM

View All

> System Information

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

How To Edit a CFT

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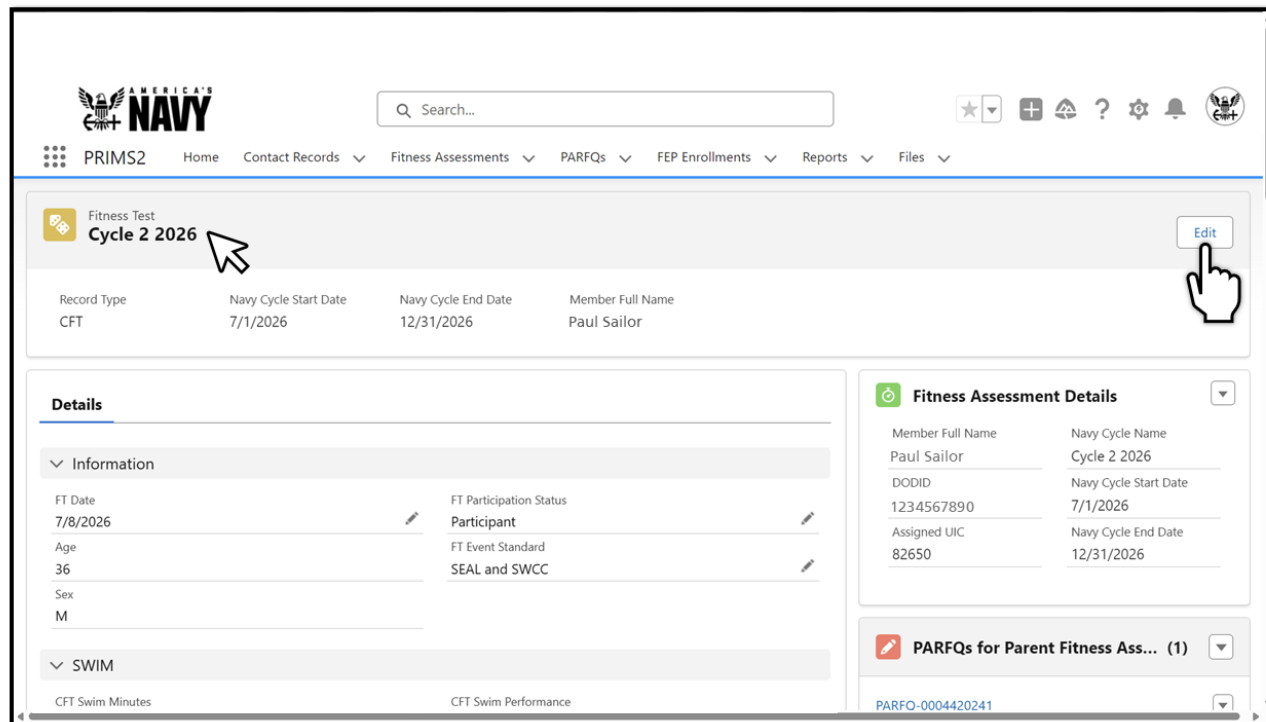
Step-By-Step
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Quick Steps



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.



Fitness Test Cycle 2 2026 [Edit](#)

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

Details

Information

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

SWIM

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

Fitness Assessment Details

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

PARFQs for Parent Fitness Ass... (1)

PARFO-0004420241

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

How To Edit a CFT

Step-By-Step Instructions



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Learning Targets



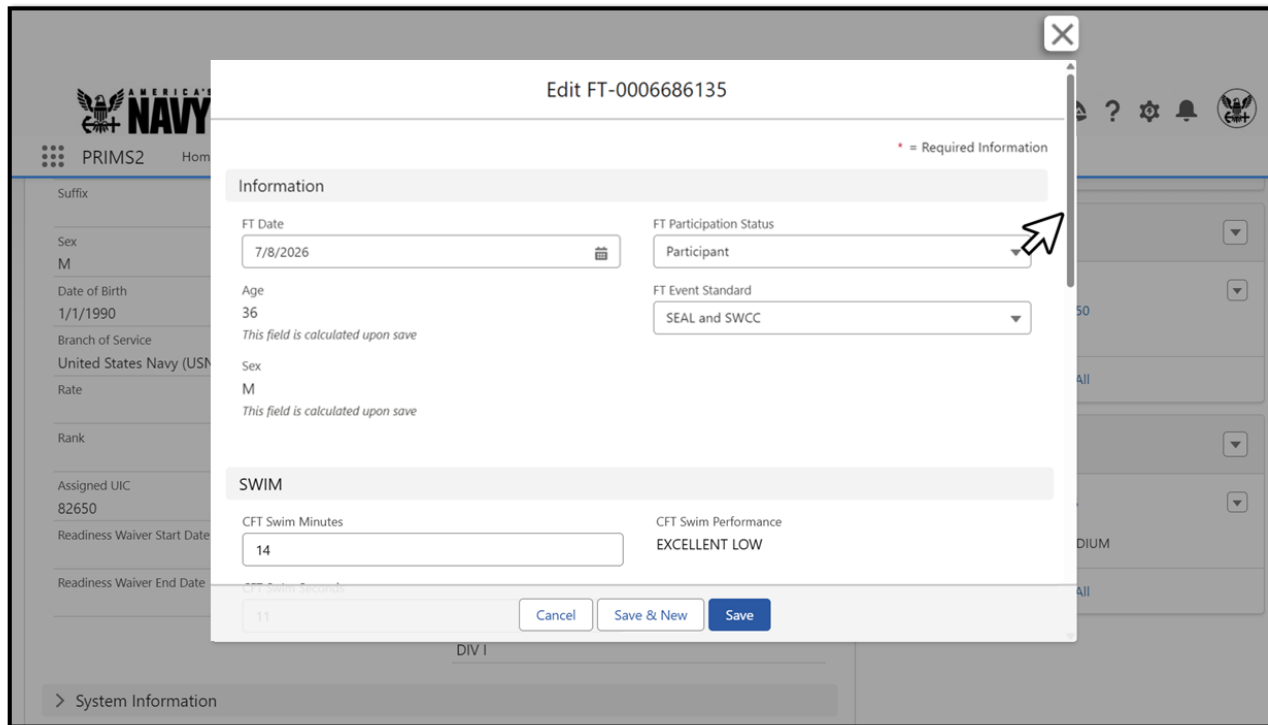
Step-By-Step
Instructions



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 **Push-Ups** event.

How To Edit a CFT

Step-By-Step Instructions



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Learning Targets



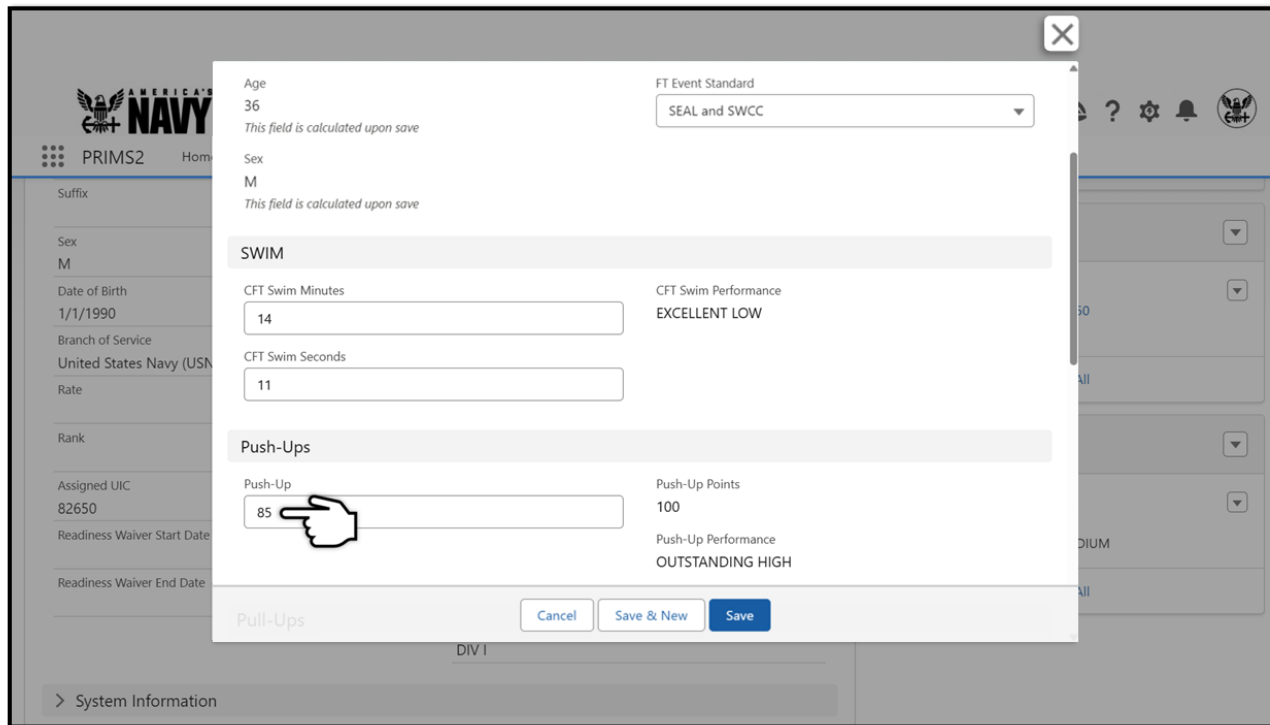
Step-By-Step
Instructions



Quick Steps



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



Age
36
This field is calculated upon save

Sex
M
This field is calculated upon save

Suffix

PRIMS2 Home

FT Event Standard
SEAL and SWCC

SWIM

CFT Swim Minutes
14

CFT Swim Performance
EXCELLENT LOW

CFT Swim Seconds
11

Push-Ups

Push-Up
85

Push-Up Points
100

Push-Up Performance
OUTSTANDING HIGH

Pull-Ups

Cancel Save & New Save

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

How To Edit a CFT

Step-By-Step Instructions



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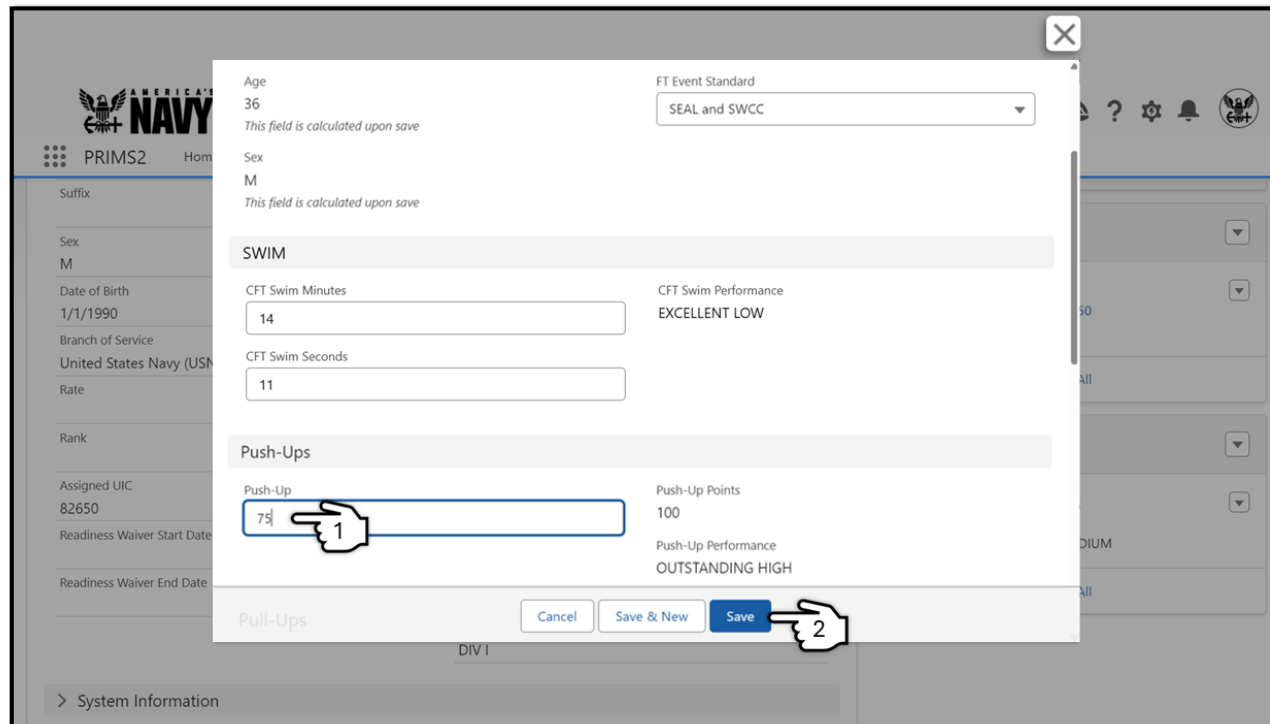
Step-By-Step
Instructions



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.



Age
36
This field is calculated upon save

Sex
M
This field is calculated upon save

Suffix

PRIMS2 Home

FT Event Standard
SEAL and SWCC

SWIM

CFT Swim Minutes
14

CFT Swim Performance
EXCELLENT LOW

CFT Swim Seconds
11

Push-Ups

Push-Up
75

Push-Up Points
100

Push-Up Performance
OUTSTANDING HIGH

Pull-Ups

Cancel Save & New Save

DIV I

> System Information

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



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Learning Targets



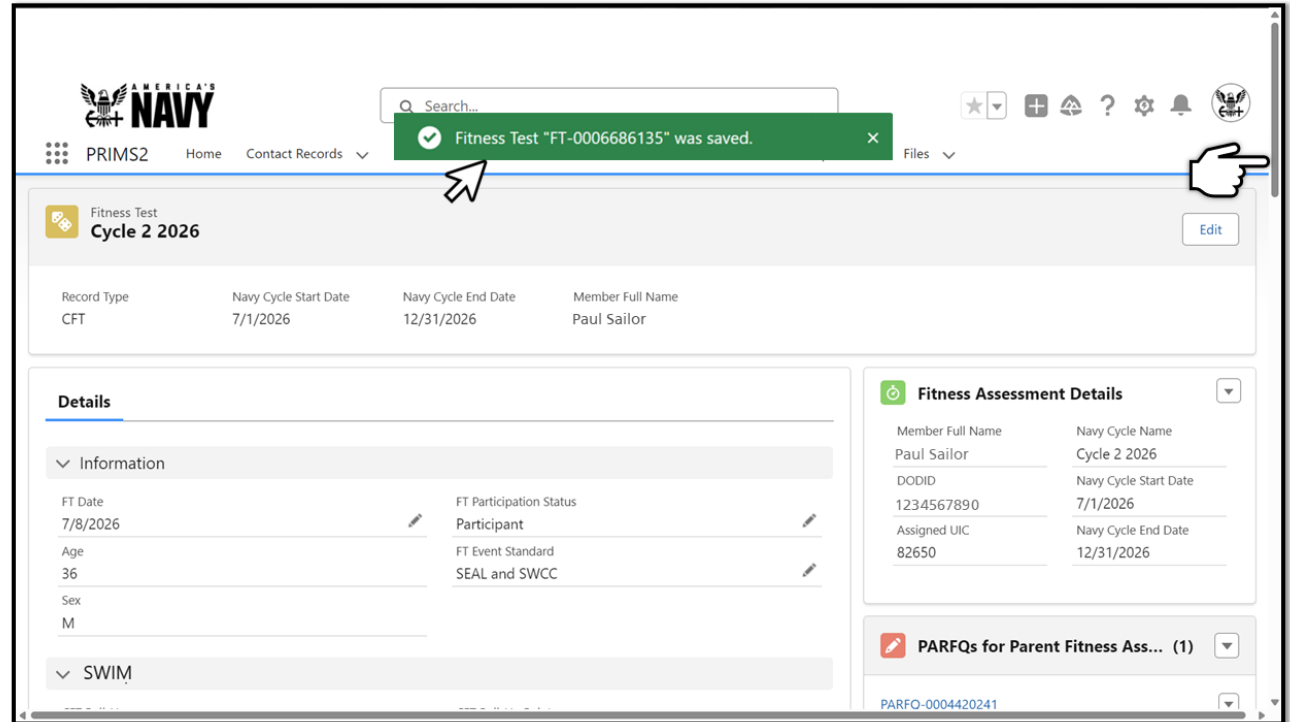
Step-By-Step
Instructions



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.



AMERICA'S NAVY

Search...

PRIMS2 Home Contact Records

Fitness Test "FT-0006686135" was saved.

Fitness Test Cycle 2 2026

Edit

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

Details

Information

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

SWIM

Fitness Assessment Details

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

PARFQs for Parent Fitness Ass... (1)

PARFO-0004420241

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



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Learning Targets



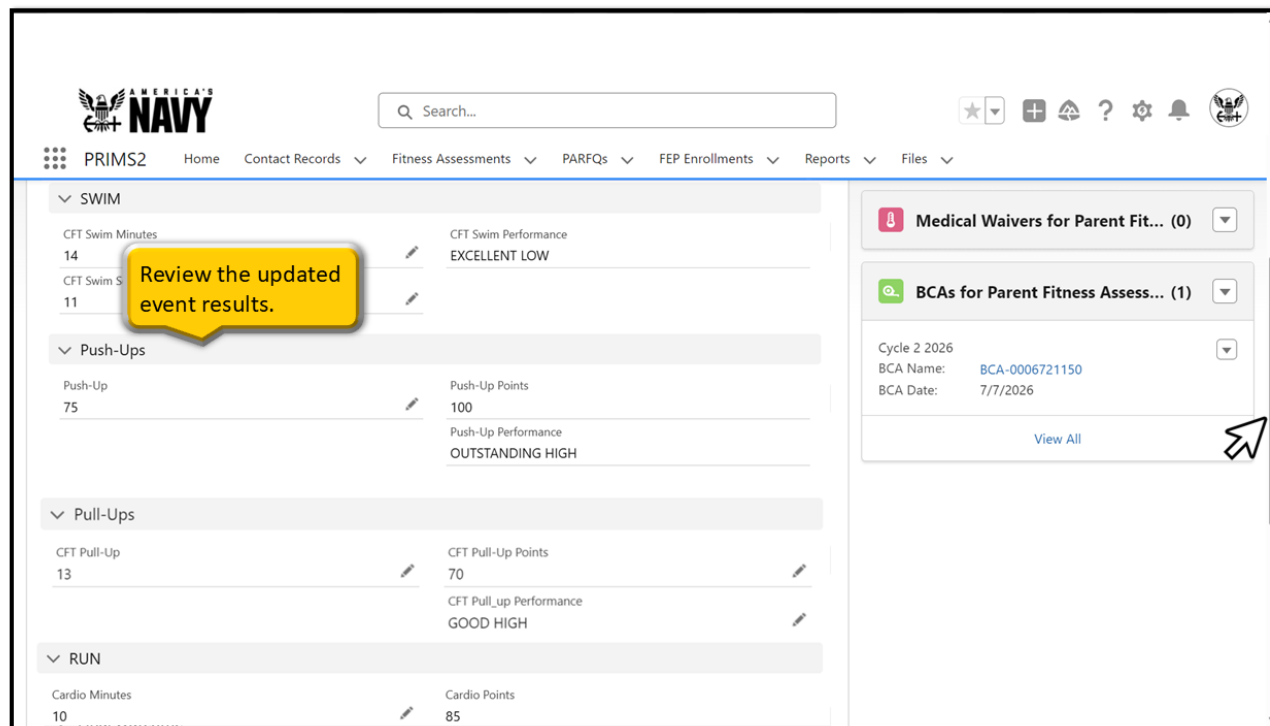
Step-By-Step
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Quick Steps



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



The screenshot shows the NAVY PRIMS2 interface. The main content area displays fitness assessment results for a swimmer. The results are organized into sections: SWIM, Push-Ups, Pull-Ups, and RUN. Each section shows the CFT score, the performance level, and the points earned. A yellow callout box with the text "Review the updated event results." is overlaid on the SWIM section. The right sidebar shows medical waivers and BCAs for parent fitness assessments. The bottom of the interface features a series of blue and grey dots, indicating the current step in the tutorial.

Activity	CFT Score	Performance Level	Points
SWIM	14	EXCELLENT LOW	
Push-Ups	75	OUTSTANDING HIGH	100
Pull-Ups	13	GOOD HIGH	70
RUN	10		85

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

How To Edit a CFT

Step-By-Step Instructions



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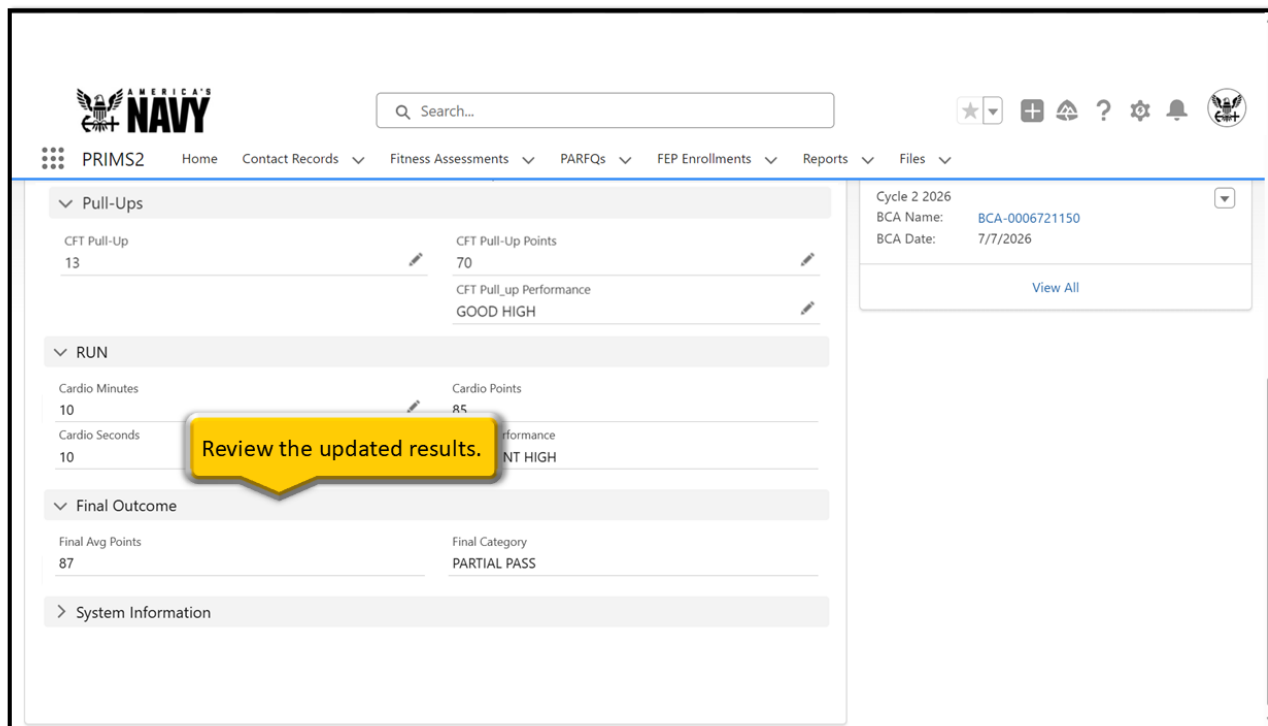
Step-By-Step
Instructions



Quick Steps



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AMERICA'S NAVY

PRIMS2 Home Contact Records Fitness Assessments PARFQs FEP Enrollments Reports Files

Search...

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

▼ Pull-Ups

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

▼ RUN

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

▼ Final Outcome

Final Avg Points	Final Category
87	PARTIAL PASS

> System Information

Review the updated results.



Review the updated Final Outcome.

How To Edit 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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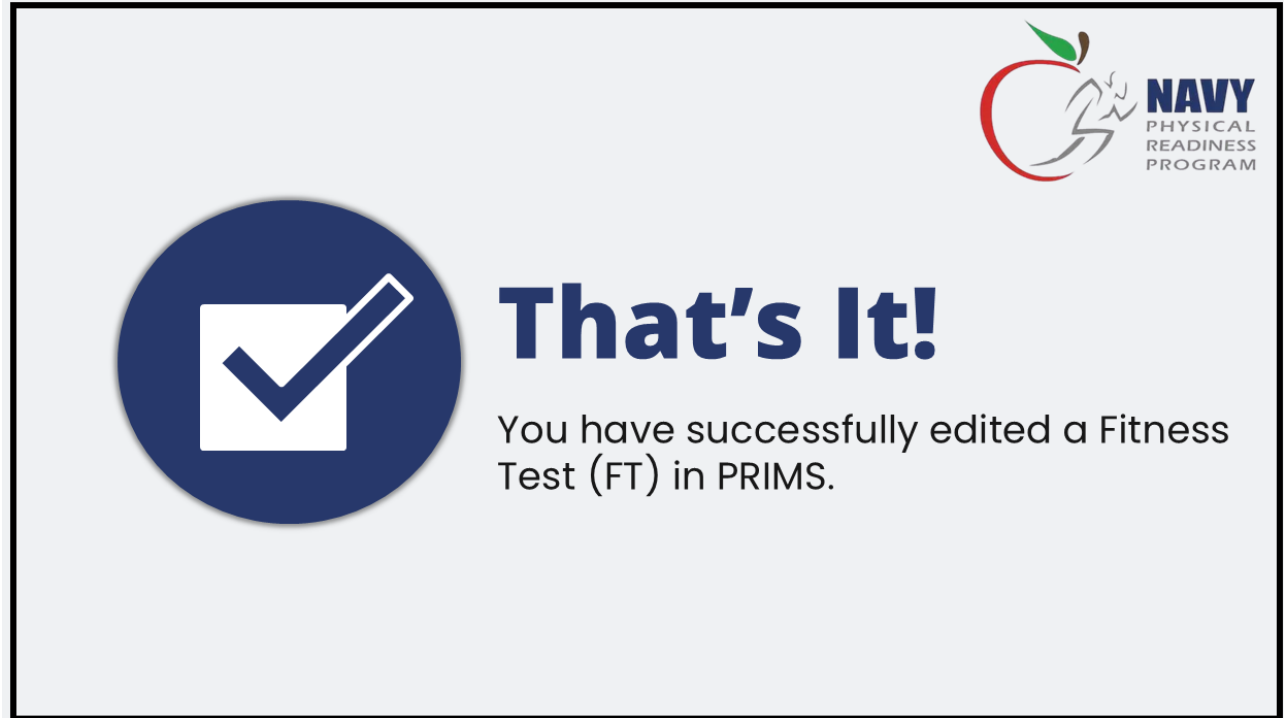
Learning Targets



Step-By-Step
Instructions



Quick Steps



[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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