



2016

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## Guide 6

# Physical Fitness Assessment (PFA) Medical Clearance/Waiver

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## Section 1- Physical Fitness Assessment (PFA) Medical Clearance/Waiver

### 1. Medical Clearance/Waiver Overview.

The Medical Clearance/Waiver process is to ensure members receive appropriate screening/clearance prior to participating in the PFA.

a. PFA medical clearance includes three components:

(1) Annual Periodic Health Assessment (PHA)

(2) Physical Assessment Risk Factor Questionnaire (PARFQ) each PFA cycle

(3) Pre-physical Activity Questions prior to the Physical Readiness Test (PRT)

b. PFA medical waivers are authorized for members with an injury, illness or for members recovering from a surgical or medical procedure, which will prevent them from participating in an official PFA with the command or prior to the end of the Navy PFA cycle.

c. PFA Medical Waivers will only be issued on NAVMED 6110/4, Physical Fitness Assessment (PFA) Medical Clearance/Waiver and must include an effective and expiration date.

d. Instructions on completing the PFA Medical Clearance/Waiver are provided in Section 3.

### 2. PFA Medical Waiver Documentation.

The NAVMED 6110/4 form is the official PFA medical clearance/waiver documentation. Standard Form (SF) 600s are not authorized.

### 3. PFA Medical Clearance/Waiver Responsibilities.

a. Commanding Officer (CO)

(1) COs with medical department staff must designate Authorized Medical Department Representatives (AMDR) in writing to recommend PFA waivers.

(2) Approve/disapprove all command PFA waivers prior to the official command PFA. COs have the authority to designate an officer with "By direction" authorization to approve medical waivers, where it would be unfeasible or impractical for the CO to bottom line every waiver. CFL may not be granted "By direction" authority on PFA medical waivers.

(3) Refer Individuals who receive medical waivers for two consecutive PFA cycles or three medical waivers in the most recent four-year period to the MTF for a record review.

b. Military Treatment Facility (MTF)

(1) Designate Authorized Department Representative (s) to make PFA medical recommendations.

(2) Conduct PFA medical screenings.

(3) Complete NAVMED 6110/4 for clearance following a positive PARFQ or for a waiver recommendation for all or part of the PFA and file in the medical record.

(4) Review medical records of members with multiple waivers and determine plan. (See medical waiver management flow chart).

(5) Forward Medical Evaluation Board (MEB) findings to NAVPERSCOM, Career Progression (PERS-82) for disposition (see SECNAVINST 1850.4E for guidance on how to refer medical findings to NAVPERSCOM for disposition).

c. COMNAVPERSCOM (PERS 8)

(1) Receive MEB findings and determine disposition.

(2) Provide written disposition back to command.

d. Command Fitness Leader (CFL)

(1) Ensure no member takes the PFA without proper screening/clearance.

(2) Ensure members with positive screens (yes answer to PARFQ) report to medical and receive a NAVMED 6110/4 prior to participating in the PFA.

(3) Review all NAVMED 6110/4 and document PFA waivers status prior to forwarding to CO/OIC for approval.

(4) Ensure only CO/OIC approved PFA waivers for the current cycle are documented in the Physical Readiness Information System (PRIMS).

(5) Inform CO/OIC of members meeting requirements for a referral to the MTF for MEB.

e. Member

(1) Maintain current PHA during birth month recall;

(2) Complete PARFQ with accurate information;

(3) Obtain NAVMED 6110/4 from MTF for any positive PARFQ responses; and

(4) Honestly answer the pre-physical activity questions prior to PFAs.

#### 4. Return to Full Duty

When a member is returned to a full duty status, the member is required to participate in the PFA or receive a failing score for non-participation in BCA, cardio event and one muscular endurance event at a minimum.

#### 5. Medical Waiver Expiration

All medical waivers are valid for one PFA cycle only and must be properly documented in PRIMIS in accordance with per OPNAVINST 6110.1 (series). Medical waivers that are granted for an entire PFA cycle are not to exceed the dates established in the official Navy PFA cycles (30 June and 31 December).

#### 6. Authorized Medical Department Representatives (AMDRs)

PFA medical waivers may only be recommended by an AMDR. The AMDR is the only authorized member of the medical staff that may recommend a PFA medical waiver. AMDRs may be an Independent Duty Corpsman (IDC), Adult Nurse Practitioners (NP), Physicians, and Physician Assistants (PA). For BCA waivers, the member must be under the care of a physician.

The AMDR is required to submit a copy of the NAVMED 611/04 to the medical record and record an encounter in the member's Electronic Health Record (EHR) or hard copy medical record.

#### 7. Non-Navy Military Providers

If a member is treated at a non-Navy military facility and the treating provider is non-Navy, the treating physician is authorized to recommend a PFA medical waiver.

#### 8. Civilian Treating Providers

When a civilian specialist is the treating provider for Reservists and active duty members using Tri-Care Remote, the member must present the PFA Medical Clearance/Waiver form to the civilian treating provider and forward to an MTF for a military endorsement (AMDR/military medical provider) prior to forwarding to the member's CO.

#### 9. Body Composition Assessment (BCA) Medical Waiver

A BCA medical waiver may only be recommended by a physician (board eligible or certified specialist). The inability to exercise is not a valid reason for a BCA waiver.

BCA waivers may be granted in the setting of an inability to obtain an accurate weight (e.g., leg cast) or measurement (e.g., recent surgery on an area directly involved with the measurements used to calculate BCA).

BCA waivers may also be granted due to a medical condition or medical therapy which has been newly diagnosed, worsened in severity, or increased in dosage in that six month period which is known to result in weight gain.

If a member is approved for a BCA waiver, the bike and elliptical alternate cardio options cannot be used. An official BCA must be conducted in order to determine a cardio score.

All BCA medical waivers will be issued on a NAVMED 6110/4 and will require two signatures:

- a. The physician (military or civilian) recommending the waiver; and
- b. AMDR physician. A military physician must endorse the waiver.
- c. If the AMDR is the recommending physician, the AMDR supervisor's signature is required.

#### 10. Retroactive (After-the-Fact) BCA Medical Waiver Policy

Retroactive BCA waivers are not authorized. It is each member's responsibility to address potential medical circumstances affecting accurate measurement prior to the official BCA.

Once the command PFA cycle commences, all BCA results are official. When a member arrives for the official BCA, the results are final. If the member is subsequently diagnosed with a condition that may have affected their BCA status, the member will develop a plan with health care providers to achieve a healthy weight and will be eligible to participate in the next official BCA.

#### 11. Physical Readiness Test (PRT) Medical Waiver

PRT waivers are issued to address a member's inability to complete all or a portion of the PRT during the member's official command PFA cycle. PRT medical waiver recommendations are initiated on NAVMED 6110/4 by the command/MTF AMDR or civilian provider.

#### 12. Medical Waiver Expiration and PFA Participation Requirement

Per OPNAVINST 6110.1 series, medical waivers are valid for one PFA cycle only. CFLs must ensure waivers are properly documented, signed and entered into PRIMIS. Medical waivers granted for the entire PFA cycle are not to exceed the official Navy PFA cycles (30 June and 31 December).

If the expiration date of the medical waiver occurs prior to the end of the command PFA cycle, the member will be required to complete the PFA. Monthly mock PFAs may be used to

conduct an official PFA for stragglers. If the expiration of the waiver occurs after the command PFA cycle, the member may be waived from the PFA events indicated on the waiver.

### 13. PRT Injury/Illness

The CFL is responsible for reporting any injuries related to PT or the PFA to the Navy Safety Center (NAVSAFCEN). If an injury or illness prevents a member from finishing a PRT, the CFL/ACFL must refer the member to medical for an evaluation. If medical determines that the member's injury/illness was due to the member's failure to actively participate in a physical conditioning program, a medical waiver will not be approved.

The CFL will enter the current scores in PRIMS. If the member's injury occurred during the PRT:

- a. The CFL will enter the number of curl-ups or push-ups completed prior to injury.
- b. If the member was injured during the curl-ups and did not complete the push-ups and it was determined that the member's injury was due to non-conditioning for the PFA, the CFL will enter "1" in PRIMS.
- c. If the member did not complete the run the CFL will enter 59:59 for cardio in PRIMS.

If the injury/illness is not due to lack of physical conditioning, the member may be authorized a PRT retest under Bad Day Guidelines or may incur a PRT waiver.

### 14. Light Duty (LD)

LD chits may be issued by a medical provider when, due to an injury or illness, a member will not be able to participate in individual or command/unit PT for a specific amount of time. Per NAVMED P-117, a LD is only to be granted for a maximum of 30 days before follow-up/re-evaluation. If the illness/injury is expected to be resolved prior to the next regularly scheduled PFA, medical may grant additional LDs up to 90 days. Anything exceeding 90 days must follow Limited Duty (LIMDU) procedures.

If the issue will not be resolved prior to the end of the command's PFA cycle, the member will be required to obtain a PRT medical waiver.

### 15. Limited Duty (LIMDU)

NAVMED P-117 mandates enrollment into the LIMDU system (105 Code) following three consecutive LDs (90 days). The member may also be directed to be evaluated by a MEB/PEB.

The LIMDU documentation must clearly spell out the member's PFA limitations. Unless otherwise stated, the member will be required to participate in BCA.

## Section 2 - Medical Waiver Management

### 1. Medical Waiver Management Overview

In accordance with OPNAVINST 6110.1 series Medical Waiver Management, members with multiple PFA medical waivers will be referred to the MTF for a medical evaluation board (MEB). MEB findings will be forwarded to NAVPERSCOM, Career Progression Department (PERS-8) for disposition.

### 2. Purpose of a MEB for PFA Medical Waivers

To evaluate medical conditions resulting in a Service member's inability to successfully complete the Navy PFA as directed by OPNAVINST 6110.1 series.

### 3. PFA MEB Eligibility

A PFA medical waiver issued after 1 July 2011 will activate medical waiver management procedures PER OPNAVINST 6110.1 (series) and all previous medical waivers exercised under 6110.1H will be considered when determining MEB eligibility. Members are subject to medical waiver management procedures and a medical records review by a MEB if:

a. Member receives a medical waiver for the same medical condition over two consecutive PFA cycles that resulted in the member not participating in the BCA, or not participating in a cardio event and at least one muscular endurance event (push-ups, curl-ups);

b. Member receives three medical waivers in the most recent four-year period for any medical condition that resulted in the member not participating in the BCA or a cardio event and at least one muscular endurance event (push-ups, curl-ups).

c. The CO requests a MEB when a member's fitness/health is questionable for continued Naval Service.

### 4. Initiating a MEB

The CFL is essential to effective management of PFA medical waivers and initiating the required MEB. Prior to PFA cycle completion, the CFL is required to inform the CO of any member that meets PFA MEB requirements. Once notified, the chain of command shall refer the member to a MTF for a MEB.

### 5. Medical Evaluation Board Report (MEBR)

For PFA purposes, the MEBR should include the following:

a. If the member is returned to medically unrestricted duty. Member will be required to participate in the next regularly scheduled PFA;

b. If the member requires additional time to recover from medical condition and will be waived from the PFA for a specific period of time, such as LIMDU); or

c. If the member is referred to PEB. NAVMED P-117, Chapter 18, and SECNAVINST 1850.4 series pertain.

6. NAVPERSCOM Review of the MEBR

The MEBR (excluding direct PEB referrals) is to be forwarded to NAVPERSCOM (PERS-82) for disposition. PERS-82 determinations can:

a. Approve LIMDU recommendations; or

b. Disapprove LIMDU recommendation, direct member to PEB.

c. Disapprove LIMDU. Member is directed to participate in the next regularly scheduled PFA per OPNAVINST 6110.1series.

## Section 3 - Completing the PFA Medical Clearance/Waiver (NAVMED 6110/4)

### 1. Member and CFL Information (This section is to be completed by the member).

a. **Command Name:** Full name of the command

b. **UIC/RUIC:** Five digit code

c. **CFL/POC:** Name of CFL or ACFL

d. **CFL Telephone No:** Phone number of CFL or ACFL

e. **Reason for referral:** (check all that apply)

(1) Positive PARFQ Screening

(2) Expired PFA

(3) Age $\geq$ 50. ("Yes" if 50 years old or older and "No" if less than 50 years of age)

(4) No PRT in last year. (Yes if waived from previous two PFA cycles and "No" if the member participated in at least one)

(5) **Injury/Illness.** The member acquired in injury during Physical Training (PT) or while participating in the PRT.

### 2. PRT Waiver Information

To be completed by the Treating Provider/AMDR. PRT medical waivers may be recommended by IDCs, Physician Assistant and civilian specialist.

**a. PRT Waiver.** Indicate which PRT event is being recommended for a PFA medical waiver and the date the waiver will expire. Date of waiver may not exceed the current 6 month Navy PFA cycle (30 June or 31 December)

(1) Curl-ups

(2) Push-ups

(3) Cardio event

(4) Waiver expiration date

**b. PRT Modifications.** Use this section to indicate which alternate cardio the

member is cleared to participate in for current PFA. If member is waived from cardio and this section is left blank, member is not authorized to participate in an alternate cardio option.

- (1) Treadmill
- (2) Elliptical Trainer
- (3) Stationary Bike
- (4) Swim

c. Physical Training (PT) portion indicates whether member is cleared to participate in:

- (1) Command /Unit PT and FEP
- (2) Individual PT
- (3) **AMDR Treating Provider Name. Printed Name.**
- (4) **AMDR/Treating Provider Signature. Signature block.**
- (5) **Date. Date recommendation is made.**

### 3. BCA Waiver Information

This section is reserved for BCA medical waiver recommendations and if granted, requires two different signatures. The Treating Physician may only be completed by the physician treating the underlying condition related to the BCA. See Section 1, paragraph 9. BCA Medical Waiver for BCA waiver requirements.

**a. Waiver.** “Yes” if recommended and “No” if not recommended.

(1) **AMDR/Treating Physician Signature.**

(2) **AMDR/AMDR Supervisor Signature.** If the AMDR is provider recommending the BCA medical waiver, the AMDR’s supervisor signature is also required.

(3) **Reason per OPNAVINST 6110.1series.** See paragraph (9) of Section 1 for BCA waiver requirements. Inability to exercise is not a valid reason for a BCA waiver. Check all that apply:

(a) Inability to obtain BCA measurement explanation.

(b) Medical Treatment/Therapy

**b. BCA Waiver Expiration Date.** Date the waiver expires. May not cross over PFA cycle dates of 30 June or 31 Dec.

#### 4. Authorized Medical Department Representative (AMDR) Endorsement Section

This section is to be completed by the AMDR. All sections must be completed.

a. **Member Cleared.** “No”, if PFA medical waiver is recommended. “Yes”, if no waiver is recommended.

b. **PRT Waiver Recommended.** “Yes” if waiver is recommended, “No” if not.

c. **BCA Waiver Recommended.** (Can only be recommended by an AMDR physician), “Yes if recommended, “No if not.

d. **Is member in LIMDU?** “Yes” if member is currently in the LIMDU status, “No” if not.

e. **LIMDU Expiration Date.** Date the LIMDU will expire.

#### 5. CO Endorsement Section

PRT and BCA medical waivers must be approved by the CO/OIC before CFL enters waiver into PRIMS. CO has authority to grant “By direction” signatures, however “By direction” authority for PFA medical waivers may not be granted to CFLs/ACFLs. COs have authority to request a second look on whether member requires a medical waiver for the PRT or BCA portion for the entire PFA cycle prior to approving a medical waiver.

a. **Waiver Status.** To be completed by CFL, prior to the CO/OIC signature:

(1) Number of waivers in last 4 years. Include the number of waivers documented in PRIMS in the most recent four-year period plus the current waiver.

(2) Meet MEB requirements? If the current waiver is approved, will the member require a MEB? Include the current waiver in the count.

(3) CFL: Signature of CFL

(4) Date: Date signed by the CFL.

b. **PRT Waiver Approved.** “Yes” if approved, “No” if disapproved.

c. **BCA Waiver Approved.** “Yes” if approved, “No” if disapproved.

d. **Member CO/OIC Signature:** Signature of CO/OIC.

e. **Date:** Date CO/OIC approved or disapproved the waiver.

# PFA Medical Waiver Management Chart

