DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MEDICAL COMMAND
2050 WORTH ROAD
FORT SAM HOUSTON, TEXAS 78234-6000

REPLY TO
ATTENTION OF

05 JUL 2005

MCPO-SA

MEMORANDUM FOR COMMANDERS, MEDCOM REGIONAL MEDICAL COMMANDS

SUBJECT: Public Health Emergency Officer (PHEO) and Installation Medical Emergency Officer (IMEO) Appointment and Training

1. References:

a. Memorandum, US Army MEDCOM, MCPO-SA, 14 May 04, subject: Criteria for Selection of the Public Health Emergency Officer.

b. Department of Defense Directive 6200.3, Emergency Health Powers on Military Installations, 12 May 03.

c. MEDCOM Regulation 525-4, US Army Medical Command Emergency Management, 11 Dec 00.

2. Purpose. This memorandum provides guidance for the appointment and training of the PHEO and IMEO at US Army installations, in accordance with reference 1a.

3. The Regional Medical Command (RMC) Commanders will recommend PHEO and IMEO nominees to the Installation Commanders, including depot and other facility commanders, in consultation with the supporting Medical Center/Medical Department Activity (MEDCEN/MEDDAC) Commanders, for appointment.

a. The PHEO will be a senior leader (O-4 or GS-13 or above) with experience and training in functions essential to effective public health emergency management. The PHEO shall be an RMC/MEDCEN/MEDDAC Commander or a physician who is residency-trained in one of the Preventive Medicine specialties.

b. When a local qualified PHEO is not available on-site, the on-site IMEO will obtain the preparedness training outlined in the enclosure, and will consult with their PHEO for decisions on quarantine, isolation, or restriction of movement recommendations. The IMEOs at the depots and installations will work with their PHEOs to develop a written Standard Operating Procedure for consultation, duties, and delegation of authority for critical actions.

c. For Army tenants on other Service installations, they will rely on that installation for public health emergency management. If there is a part-time healthcare provider on-site, the MEDCEN/MEDDAC PHEO will work closely with this healthcare provider to develop the remote installation public health response plan. If there is no healthcare provider on-site, then the supporting MEDCEN/MEDDAC PHEO will provide support to the installation.

4. Training.

a. The PHEOs, IMEOs and any designees will, at a minimum, complete the training outlined in the enclosure. The training addresses the three different skill levels/groups: RMC PHEO, MEDCEN/MEDDAC PHEO, and IMEO; and includes topics on public health, terrorism, CBRNE operator and response, emergency management, and incident command process.

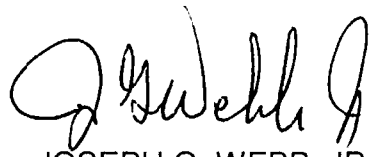
b. The Education and Training Division (ETD) of the MEDCEN will monitor course progress and provide this documentation to the RMCs for MEDCOM inspection. ETD will set the deadline for training completion, not to exceed 6 months upon appointment. If the PHEOs and IMEOs have taken equivalent recommended courses, they can get the recommended training waived through the approval of the RMC PHEO. Further guidance will be provided in MEDCOM Regulation 525-4 (reference 1c), which is currently under revision.

5. Points of contact.

a. LTC Evelyn Rodriguez-White, Proponency Office for Preventive Medicine-San Antonio (POPM-SA), DSN 471-6612 or Commercial (210) 221-6612, e-mail: evelyn.rodriguezwhite@amedd.army.mil; or Mr. Thomas Fletcher, POPM-SA, DSN 471-6526 or Commercial (210) 221-6526, e-mail: thomas.fletcher@amedd.army.mil.

b. LTC Deborah Knickerbocker, Homeland Security Branch, Plans Division, USAMEDCOM, DSN 471-6425 or Commercial (210) 221-6425, e-mail: deborah.knickerbocker@amedd.army.mil.

FOR THE COMMANDER:



Encl
as

JOSEPH G. WEBB, JR.
Major General
Chief of Staff

CF:
Commander, US Army Training and Doctrine Command, ATTN: Surgeon, Fort Monroe, VA 23651-5000
Commander, US Army Forces Command, ATTN: Surgeon, 1777 Hardee Avenue, Fort McPherson, GA 30330- 6000
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Commander, US Army Reserve Command, ATTN: Surgeon, 1401 Deshler Street SW, Fort McPherson, GA 30330-5000
Commander, US Army Installation Management Agency, ATTN: Secretary of the General Staff, 2511 Jefferson Davis Highway, Arlington, VA 22202-3926
Commander, US Army Reserve Medical Command, 2950 Gateway Center Parkway, Pinellas Park, FL 33782-6135
Commander, US Army Center for Health Promotion and Preventive Medicine, 5158 Blackhawk Road, Aberdeen Proving Ground, MD 21010-5302

Proposed "Basic Course" for the PHEO at Clinic/Depot Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
IS – 1 Emergency Manager: An Orientation to the Position.	IS - 1	This independent study course provides an introduction to Comprehensive Emergency Management (CEM) and the Integrated emergency Management System (IEMS). Included is an in-depth look at the four phases of comprehensive emergency management; mitigation, preparedness, response, and recovery.	10	None	Yes, enrollment is at the FEMA website and CEUs may be awarded. Additionally, military retirement points may be awarded.	Introductory course to the principles emergency and the four phases of emergency management.
IS – 3 Radiological Emergency Management	IS – 3	This independent study course provides an introduction to the nature of radiation and fundamentals of protecting the individual and community from a radiological emergency.	10	None	Yes, enrollment is at the FEMA website and CEUs may be awarded. Additionally, military retirement points may be awarded.	Introductory course on the principles of radiation and how what protective measures may be taken for the individual and the community.

Proposed "Basic Course" for the PHEO at Clinic/Depot Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
IS – 195 Basic Incident Command Course	IS – 195	This course will provide an introduction to the concepts and principles of ICS. The Basic ICS Course has been developed as self-instruction but also can be delivered, with the use of an instructor, in a classroom. As such, the course includes a large number of scenarios, examples, and opportunities for students to apply what they have learned through self-instruction.	10	None	Yes, enrollment is at the FEMA website and CEUs may be awarded. Additionally, military retirement points may be awarded.	This is an introduction to the methods used by local health and emergency management officials during an emergency. The structure and terminology are key for the local PHEO to understand his or her counterpart in the local community.
Note: Depending on the PHEO's duties that individual should pick ONE of the following courses appropriate to their duties.						

Proposed "Basic Course" for the PHEO at Clinic/Depot Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
767 F16 CBRNE Basic Course	767 F16	Identify facts about CBRNE agents, their hazards, and risks. Identify facts about how CBRNE agents can be used in criminal or terrorist activities and the potential outcome of a weapon of mass destruction (WMD) used by a terrorist. Identify indicators, signs, and symptoms of exposure to CBRNE agents. Identify facts about CBRNE crime scene and evidence preservation. Identify how to use self-protection measures in a CBRNE incident. Identify the procedures necessary to perform individual chemical and biological (CB) decontamination. Identify the steps required to protect others and safeguard property in a	5	None	Yes, requires enrollment in the Army Distance Learning web site.	Overview of CBRNE hazards, effects, and communicating hazards to military and local authorities.

Proposed "Basic Course" for the PHEO at Clinic/Depot Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
		CBRNE incident. Identify your role in the CBRNE response plan. Identify the steps required to notify and communicate a CBRNE hazard. Identify the steps required to recognize and communicate the need for additional resources during a CBRNE incident.				
767 F25 CBRNE OPERATOR/RESPONDER COURSE	767 F25	This course consists of 10 modules from the CBRNE Emergency Medical Preparedness/Response Course Matrix. It is written for military incident responders working in medical treatment facilities. This includes non-medical clinicians/technicians, dentists and basic EMS personnel. The areas of competency are to a basic and advanced level of subject and task knowledge proficiency. At this conclusion of this	12	None	Yes, requires enrollment in the Army Distance Learning web site	Responder oriented but provides the depth and breadth for a decision maker to understand the risks in CBRNE response.

Proposed "Basic Course" for the PHEO at Clinic/Depot Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
		course, attendees will be able to analyze facts and principles about the subject and draw conclusions. They will be able to identify why the task must be done and why each step is needed.				
767 F24 CBRNE Clinician Course	767 F24	This course consists of 11 modules from the CBRNE Emergency Medical Preparedness/ Response Course Matrix. It is written for military clinicians working in medical treatment facilities. This includes physicians, nurses, physician assistants, independent duty medical technicians and advanced EMS Personnel. The areas of competency are to an advanced and specialized level of subject and task knowledge proficiency. At the conclusion of these courses attendees will be	13	None	Yes, requires enrollment in the Army Distance Learning web site	Clinician oriented and provides the depth and breadth for the clinician to understand the risks in CBRNE treatment.

Proposed "Basic Course" for the PHEO at Clinic/Depot Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
		able to analyze facts and principles about the subject, draw conclusions and make proper decisions about the subject. They will be able to identify why the task must be done, why each step is needed and resolve problems relating to the task.				

Proposed Intermediate for the PHEO at the MTF Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
The CDC Emergency Response and Preparedness Web Site	Various	http://www.bt.cdc.gov/planning/ This web site contains four links relevant to hospital preparedness including hospital preparedness for mass casualties. It is recommended the MTF Commander tailor his or her time and classes based on local threats and MTF capabilities with a minimum of ten hours of web based instruction.	Varies Recommendation is a minimum of 10 hours.	None	Yes, it is web based and may require a log in ID and password.	Give the MTF Commander a more broad based understanding of the threats of WMD and a better understanding of response activities.
IS – 195 Basic Incident Command Course	IS-195	This course will provide an introduction to the concepts and principles of ICS. The Basic ICS Course has been developed as self-instruction but also can be delivered, with the use of an instructor, in a classroom. As such, the course includes a large number of scenarios, examples, and opportunities for students to apply what they have learned through self-instruction.	10	None	Yes, enrollment is at the FEMA website and CEUs may be awarded. Additionally, military retirement points may be awarded.	This is an introduction to the methods used by local health and emergency management officials during an emergency. The structure and terminology

Proposed Intermediate for the PHEO at the MTF Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
						are key for the local PHEO to understand his or her counterpart
Note: Depending on the PHEO's duties that individual should pick ONE of the following courses appropriate to their duties.						
767 F24 CBRNE Clinician Course	767 F24	This course consists of 11 modules from the CBRNE Emergency Medical Preparedness/ Response Course Matrix. It is written for military clinicians working in medical treatment facilities. This includes physicians, nurses, physician assistants,	13	None	Yes, requires enrollment in the Army Distance Learning web site.	Clinician oriented and provides the depth and breadth for the clinician to understand the risks in CBRNE

Proposed Intermediate for the PHEO at the MTF Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
		independent duty medical technicians and advanced EMS Personnel. The areas of competency are to an advanced and specialized level of subject and task knowledge proficiency. At the conclusion of these courses attendees will be able to analyze facts and principles about the subject, draw conclusions and make proper decisions about the subject. They will be able to identify why the task must be done, why each step is needed and resolve problems relating to the task.				treatment
767 F25 CBRNE OPERATOR/RESPONDER COURSE	767 F25	This course consists of 10 modules from the CBRNE Emergency Medical Preparedness/Response Course Matrix. It is written for military incident responders working in medical treatment facilities. This includes non-medical clinicians/technicians, dentists and basic EMS personnel. The areas of	12	None	Yes, requires enrollment in the Army Distance Learning web site.	Responder oriented but provides the depth and breadth for a decision maker to understand the risks in CBRNE response.

Proposed Intermediate for the PHEO at the MTF Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
		competency are to a basic and advanced level of subject and task knowledge proficiency. At this conclusion of this course, attendees will be able to analyze facts and principles about the subject and draw conclusions. They will be able to identify why the task must be done and why each step is needed				

Proposed "Executive Course" for the PHEO at the RMC Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
The Homeland Security Medical Executive Course (HLSMEC)	N/A	Major areas of instruction include: • Impact of Homeland Security on Emergency Management in the United States • Overview of the National Response Plan (NRP) • Federal Emergency Management Agency (FEMA) • Federal Bureau of Investigations (FBI) • Overview of the National Incident Management System (NIMS) • US Northern Command Concept of Operations • Joint Task Force Civil Support • Field Epidemiology/ Surveillance Analysis • Medical Surge Capacity • Logistics and Medical Assets • Fatality Management • Public Health Considerations in a	38	None	N/A, this class requires attendance at a site determined by DMRTI. The attendee must provide funding for attendance, per diem, and travel.	It is designed to train senior medical officers (O4 – O6) for command and senior staff positions in support of the National Response Plan (NRP). HLSMEC prepares them to meet the challenges and complexities of a CBRNE event or natural disaster in the United States and its territories.

Proposed "Executive Course" for the PHEO at the RMC Level

Title	Course Number	Description	Hours	Cost	Distance Learning	Course Objective
		CBRNE Incident • Healthcare Aspects of CBRNE • Preventive Medicine and Environmental Hazards • Water Security in a CBRNE Incident • Military and Federal Emergency Response Assets • Psychological Impact of a CBRNE Disaster • Legal & Ethical Issues Impacting an All-Hazards Event • Public Affairs Operations • All-Hazards Preparedness				

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REPLY TO
ATTENTION OF

S: 28 May 2004

MCPO-SA

14 MAY 2004

MEMORANDUM FOR COMMANDERS, MEDCOM REGIONAL MEDICAL COMMANDS

SUBJECT: Criteria for Selection of the Public Health Emergency Officer

1. Reference memorandum, Headquarters, U.S. Army Medical Command, MCPO-SA, 30 March 2004, subject: Severe Acute Respiratory Syndrome (SARS) Planning Guidance and Tasking.

2. In accordance with reference 1 above, this headquarters developed SARS Planning Guidance for implementation of Department of Defense Directive (DoDD) 6200.3. DoDD 6200.3 mandates the military commander designate a Public Health Emergency Officer (PHEO). The PHEO is responsible for identifying the existence of cases suggesting a public health emergency, investigating sources of infection, recommending control measures, and defining the distribution of illness or health condition.

3. The Director of Health Services for the Installation or his/her designee will serve as the PHEO. Contractor physicians will not be appointed. The Regional Medical Command PHEO will recommend the PHEO for all Medical Treatment Facilities (MTF) in the region and is responsible for their management. Coordination with Garrison Commanders is required for PHEO appointment. Provide the names and duty titles of the PHEO for each MTF to this headquarters, ATTN: MCOP-P (Mr. Grunwald), in accordance with reference 1 above.

4. This action is coordinated with the Army Assistant Chief of Staff for Installation Management and the Installation Management Agency. Coordination with Garrison Commanders is required for PHEO appointment.

5. Points of contact for this action are LTC Angela Ross, Proponency Office for Preventive Medicine-San Antonio, Commercial (210) 221-7998 or DSN 471-7998, e-mail: Angela.Ross@amedd.army.mil; and Mr. Michael Grunwald, MEDCOM Health Care Operations-Plans, Commercial (210) 221-6425 or DSN 471-6425, e-mail: Michael.Grunwald@amedd.army.mil.

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