ARMY RESERVE MEDICAL MANAGEMENT CENTER

AR-MMC MAIN PHONE LINE (910)771-5175

ROFILE REQUEST LETTER OF INSTRUCTION (LOI)

This form is subject to Privacy Act of 1974. The proponent is USARC SURGEONS OFFIC9

	Complete the following information	***ALL FIELDS IN							
	NAME (Last, First, MI):	DOD ID NUMB	SER	THIS SECT					
1.	MIL EMAIL ADDRESS	CIV EMAIL ADD	DRESS	PHONE NUM	MBER				
2.	Unit POC	Unit POC Em	nail		Unit POC Number				
	CDR Name and Rank:	CDR EMAIL 8	Phone Number:		Unit Name and UIC				
3.	Profile Request Type: (must select one)	Permanent	Temporary	Profile for					
	Profile Request Status: (must select one)	New	Continue	Condition(s):					
4.	Required Document Construction Summary of Care	by Civilian Prov	all items submit vider Form (see pa DR		packet)				
			e Letterhead and so Dated in last 60 days						
	Diagnosi	6	Diagnostic In	naging Reports					
	Specific I	_imitations	Labs						
	☐ APFT lim	itations (if any)	☐ Treatments						
	☐ Time len	gth of limitations	Prognosis for	improvement					
	NOTE: Letters from Chirop	ractors will be acc	epted for TEMP mus	sculoskeletal co	onditions only.				
5.	Approved LOD								
	Yes - include Approval Memo DODI 1241.01, IAW AR 600-8-4, USARC LOD Policy								
	THEIR UNIT FOR LOD AS inactive duty training (IDT)	SSISTANCE AND PROC ; performance of funeral while remaining overnig	CESSING. QDS includes: a honors duty; or while rema ht, between successive pe	active duty for a perio	OLDIER MUST CONTACT Id of 30 days or less; ediately before the the vicinity of the site of the				
	No - Case will be proce	ssed as Non Duty PE	B.						
6.	CERTIFICATION								
			iest packet is accura ation will result in re						
	Signature:		Da	ate:					
	onship to the Soldier (select one): Soldier	•							
	ail completed documentation to usarmy SUBJECT LINE: "Profile Request", Last		ıbx.armmc@maii.mi	I					
۷. ۷									

**While not mandatory, use of Military e-mail with encryption is Strongly encouraged

example- PROFILE REQUEST: Snuffy

AUTHORIZATION FOR DISCLOSURE OF MEDICAL OR DENTAL INFORMATION PRIVACY ACT STATEMENT In accordance with the Privacy Act of 1974 (Public Law 93-579), the notice informs you of the purpose of the form and how it will be used. Please read it carefully. **AUTHORITY:** Public Law 104-191; E.O. 9397 (SSAN); DoD 6025.18-R. PRINCIPAL PURPOSE(S): This form is to provide the Military Treatment Facility/Dental Treatment Facility/TRICARE Health Plan with a means to request the use and/or disclosure of an individual's protected health information. ROUTINE USE(S): To any third party or the individual upon authorization for the disclosure from the individual for: personal use; insurance; continued medical care; school; legal; retirement/separation; or other reasons. DISCLOSURE: Voluntary. Failure to sign the authorization form will result in the non-release of the protected health information. This form will not be used for the authorization to disclose alcohol or drug abuse patient information from medical records or for authorization to disclose information from records of an alcohol or drug abuse treatment program. In addition, any use as an authorization to use or disclose psychotherapy notes may not be combined with another authorization except one to use or disclose psychotherapy notes. **SECTION I - PATIENT DATA** 1. NAME (Last, First, Middle Initial) 2. DATE OF BIRTH (YYYYMMDD) 3. SOCIAL SECURITY NUMBER 4. PERIOD OF TREATMENT: FROM - TO (YYYYMMDD) 5. TYPE OF TREATMENT (X one) INPATIENT OUTPATIENT BOTH **SECTION II - DISCLOSURE** 6. I AUTHORIZE TO RELEASE MY PATIENT INFORMATION TO: (Name of Facility/TRICARE Health Plan) a. NAME OF PHYSICIAN, FACILITY, OR TRICARE HEALTH PLAN b. ADDRESS (Street, City, State and ZIP Code) c. TELEPHONE (Include Area Code) d. FAX (Include Area Code) 7. REASON FOR REQUEST/USE OF MEDICAL INFORMATION (X as applicable) OTHER (Specify) PERSONAL USE CONTINUED MEDICAL CARE SCHOOL **INSURANCE** RETIREMENT/SEPARATION LEGAL 8. INFORMATION TO BE RELEASED 9. AUTHORIZATION START DATE (YYYYMMDD) 10. AUTHORIZATION EXPIRATION DATE (YYYYMMDD) **ACTION COMPLETED SECTION III - RELEASE AUTHORIZATION** I understand that: a. I have the right to revoke this authorization at any time. My revocation must be in writing and provided to the facility where my medical records are kept or to the TMA Privacy Officer if this is an authorization for information possessed by the TRICARE Health Plan rather than an MTF or DTF. I am aware that if I later revoke this authorization, the person(s) I herein name will have used and/or disclosed my protected information on the basis of this authorization. b. If I authorize my protected health information to be disclosed to someone who is not required to comply with federal privacy protection regulations, then such information may be re-disclosed and would no longer be protected. c. I have a right to inspect and receive a copy of my own protected health information to be used or disclosed, in accordance with the requirements of the federal privacy protection regulations found in the Privacy Act and 45 CFR §164.524. d. The Military Health System (which includes the TRICARE Health Plan) may not condition treatment in MTFs/DTFs, payment by the TRICARE Health Plan, enrollment in the TRICARE Health Plan or eligibility for TRICARE Health Plan benefits on failure to obtain this authorization. I request and authorize the named provider/treatment facility/TRICARE Health Plan to release the information described above to the named individual/organization indicated. 11. SIGNATURE OF PATIENT/PARENT/LEGAL REPRESENTATIVE 12. RELATIONSHIP TO PATIENT 13. DATE (YYYYMMDD) (If applicable) SECTION IV - FOR STAFF USE ONLY (To be completed only upon receipt of written revocation) 15. REVOCATION COMPLETED BY 14. X IF APPLICABLE: 16. DATE (YYYYMMDD) **AUTHORIZATION REVOKED** 17. IMPRINT OF PATIENT IDENTIFICATION PLATE WHEN AVAILABLE

FMP/SPONSOR SSN:
BRANCH OF SERVICE:
PHONE NUMBER:

SPONSOR NAME: SPONSOR RANK:

MEDICAL RECORD - CONSENT FORM

Authorization To Send Ar For use of this form see, MEDCo	OM Supplement 1 to	AR 40-66; the		-		
NAME (Last, First, Middle Initial)	2. DATE OF BIRTH		0) 3.	SOCIAL SECURITY NU	JMBER (Last	four only)
4. E-MAIL ADDRESS				TELEPHONE NUMBER	२	
	ION II - CONDITIONS F					
Health care providers cannot guarantee but will use reasonab	le means to maintain	security and c	onfiden	tially of electronic mail (E	E-mail) informa	ation sent
and received. You must acknowledge and consent to the fol	lowing conditions:					
1. E-mail is not appropriate for urgent or emergency situati	ons. Healthcare prov	iders will resp	ond with	in	<u> </u>	
Contact the clinic telephonically if you have not receive	ed a response after					
2. E-mail must be concise. You should schedule an appoi	ntment if the issue is	complex or se	ensitive	precluding discussion by	v E-mail.	
E-mail should not be used for communications regarding		· ·				
HIV/AIDS, spouse or child abuse, chemical dependen	•			,		
·	•	ae.				
4. Medical or dental treatment facility staff may receive an		55.				
5. E-mails related to health consultation will be copied, pa		TIONS E MAII				
	ECTION III - RISKS OF		Direction of	A. Alex Fall accident dialogs		
Transmitting information by E-mail has risks that you should			limited	to the following risks:		
E-mails can be intercepted, altered, forwarded. or used values.	without authorization	or detection.				
2. E-mails can be circulated, forwarded and stored in pape	r and electronic files.					
3. E-mail senders can easily type in the wrong E-mail add	ress.					
4. E-mail may be lost due to technical failure during comp	osition, transmission,	, and/or storag	e.			
	SECTION IV - PATIENT	GUIDELINES				
To communicate by E-mail, the patient shall:						
Place the category (topic) of the communication in the sadvice, etc.)	subject line of the E-r	mail (for examp	ole, app	ointment, prescription, m	nedical	
2. Include the patient's name, telephone number, family m	ember prefix, and the	e last 4 numbe	rs of the	e sponsor's social securi	tv number	
(for example: 30/0858) in the body of the E-mail.	,				.,	
	so by a boalth care	orovidor				
3. Acknowledge receipt of the E-mail when requested to do	•			anaant farm		
4. Inform the medical or dental treatment facility of change						
5. Notify the health care provider of any types of informatio	• •	patient to be in	appropri	ate for E-mail.		
6. Take precautions to preserve the confidentiality of E-ma						
	PATIENT ACKNOWLED					
I have read and fully understand the information in this author above. I futher understand that this E-mail relationship may be				•	by the guidelir	nes listed
I understand and accept the risks associated with the use of	unsecure E-mail con	nmunications.	I furthe	r understand that, as wit	h all means o	f electronic
communication, there may be instances beyond the control of						
exposed, such as during technical failures, acts of God, acts				ore innormation may be re		J
exposed, such as during technical failures, acts of God, acts	or war, and 30 form.					
I understand that I have he right to revoke this authorization, i	n writing, at any time					
By signing this form I acknowledge the privacy risks associated	ed with using E-mail	and authorize	health o	care providers to commu	ınicate with m	e or any
minor dependent/ward for purpose of medical advice, educati	on, and treatment.					
(Date) SIGNATURE of Patient or Pare			RE	LATIONSHIP (if other that	an patient)	
PATIENT IDENTIFICATION (For typed or written entries note: Name	-last, first, middle	atient's Name				Sex
initial; hospital or medical facility)		ear of Birth	Pelatio	nehin to Sponeor	Component/	Statue
] **	cai UI DII (II	ixeiali0i	nship to Sponsor	Component/s	Jiaius
		 epart/Service		Sponsor's Name		
		cpai i/Oci vice		oponsor s Name		
		ank/Grade		FMP-SSAN (Last four o	nly)	
		unin Oraut		I IVII -OOMIN (LASTIOUI (orny)	
	Oi	rganization		l		

SUMMARY OF CARE BY NON-MILITARY MEDICAL PROVIDER

For use of this form, see PAM 40-502; the proponent agency is OTSG.

PURPOSE: The Summary of Care by Non-Military Medical Provider form provides the Army Healthcare team with essential current and relevant medical information for Soldiers seen by civilian network partners, to ensure that any functional limitation(s) is/are documented in a physical profile (DA Form 3349) when warranted. Appropriate and consistent Soldier profiles promote transparency and contribute to overall readiness of the Army. This form is applicable for Soldiers in the United States Army National Guard (ARNG), United States Army Reserves (USAR), and those on Active Duty receiving care covered by the Military Health System but at non-Military Treatment Facilities.

The following steps need to be taken to satisfy the requirement of completing the Summary of Care by Non-Military Medical Provider Form:

- 1. The Soldier will communicate with his/her Chain of Command within 7 business days any medical concerns being treated by a non-military healthcare provider that could negatively impact their physical capacity, deployability, or ability to perform satisfactorily. The Unit CDR or designee will provide a blank Summary of Care by Non-Military Provider Form to the Soldier, who will ensure completion by each civilian provider who performs any medical examination, evaluation, treatment, or consultation.
- 2. The civilian provider will complete the form based on the healthcare service(s) rendered.
- 3. The completed Summary of Care by Non-Military Medical Provider form and any additional available substantiating and supporting medical documents must be delivered by the Soldier to his/her Primary Care Manager (PCM) and the Regional Care Coordinator (RCC) within 7 business days of the civilian care encounter. Soldiers must also provide the form to his/her unit chain of command.
- 4. After review by the Soldier's PCM or RCC, appropriate processing will be made to ensure the form becomes part of the Soldier's Service Treatment Record (STR).

NOTE TO MEDICAL PROVIDER: ANY CONDITION(S) RESULTING IN FUNCTIONAL LIMITATIONS MAY LEAD TO THE ISSUANCE OF A TEMPORARY OR PERMANENT PROFILE AND MAY DIRECTLY IMPACT THE SOLDIER'S MEDICAL READINESS CLASSIFICATION AND ABILITY TO DEPLOY.

PRIVACY ACT STATEMENT

AUTHORITY: 5 USC 552e(3)(A); AR 40-501 Standards of Medical Fitness.

PRINCIPAL PURPOSE(S): This form is used to assess a Soldier's physical and functional capacity and limitations on both a temporary and permanent basis. Following this assessment, this form will be provided to the Soldier's physician and unit chain of command for the potential development of a temporary or permanent profile.

ROUTINE USE(S): Information in your records may be disclosed to:

- · Private physicians and Federal agencies, including the Department of Veterans Affairs, Health and Human Services, and
- Homeland Security (with regard to members of the Coast Guard), in connection with your medical care;
 Government agencies to determine your eligibility for benefits and entitlements;
- · Government and nongovernment third parties to recover the cost of MHS provided care;
- · Public health authorities to document and review occupational and environmental exposure data; and
- Government and nongovernment organizations to perform DoD-approved research.

Information in your records may be used for other lawful reasons which may include teaching, compiling statistical data, and evaluating the care rendered. Use and disclosure of your records outside of DoD may also occur in accordance with 5 U.S.C. 552a(b) of the Privacy Act of 1974, as amended, which incorporates the DoD Blanket Routine Uses published at: http://dpcld.defense.gov/Privacy/SORNsIndex/Blanket-Routine-Uses/

Any protected health information (PHI) in your records may be used and disclosed generally as permitted by the HIPAA Privacy Rule (45 CFR Parts 160 and 164), as implemented within DoD by DoD 6025.18-R. Permitted uses and disclosures of PHI include, but are not limited to, treatment, payment, and healthcare operations.

WHETHER DISCLOSURE IS MANDATORY OR VOLUNTARY AND EFFECT ON INDIVIDUAL OF NOT PROVIDING INFORMATION:

Failure to provide information or sign may delay development of a Soldier's profile.

			SUMMARY OF CARE BY N For use of this form, see PAN								
l.			PATIENT DATA (TO BE COMPLI	ETED I							
1. NAME (Last, First, Middle I	nitial)				2.	PATIENT HOME A	DDRESS	(Street	, Apt Number, City, State, a	nd ZIP	Code)
3. DOD ID NUMBER 4. RANK/GRADE /			5.	DOB (YYYYMMDI	6. PHO	NE NU	MBER (Include Area Code)				
7. COMPONENT: AC ARNG (AGR IDT/M-Day ING)					USAR (AGF	I R ∏ TPU	□ IN	1A			
			efits? YES NO, IF YES		-			verall r	rating %		
o. Allo you receiving any value	поцыпту	DOII	ono:120110, 11 120	o, pice	u30 II	ist medical condition	m(3) with 0	veranii	ating 70.		
II.			EXAM (TO BE COMPLETED BY M								
		-	P For acute injuries, please descr	ribe ho	ow th	ne injury occurred,	including w	here a	nd when:		
Soldier is here For Pe	riodic H	ealth	n Assessment (PHA)								
10. Please attach lab and x-ra	av result	s an	d provide brief summary of physi	ical ra	adiol	ogical and lab exa	m findings	when	available.	D D	16
See PHA for Pertinent				ioai, re	adioi	ogical, and lab cha	iiii iiiidii igs	WIICII	Attach Lab and X	-Ray Re	esults
	. Boodii	101110									
11 Does the Soldier have any	v allergi	as to	medications, food, insects (bees	c was	ene f	fire ante) grace ni	ante or oth	or2 If \	/ES place list:		
11. Does the Soldier have any	y allergi	J3 10	medications, tood, insects (bees	s, was	sps, i	ilie alits), grass, pi	arits, or our	ICI : II	i Lo, piease list.		
12. Does the Soldier take any	medica	tions	s, including prescription, over the	coun	nter, v	vitamins/minerals,	and supple	ments	? If YES, please list:		
III. HAS THE SO	LDIER E	EEN	DIAGNOSED WITH ANY OF THE F	OLLO	WINC	G CONDITIONS? (TO	BE COMPL	ETED	BY MEDICAL PROVIDER)		
13.		ES		YES		,		YES	,		YES
a. ADD/ADHD	ſ		b. Anxiety	\Box	C.	. Arthritis/Joint Pair	า	П	d. Asthma/Shortness of B	reath	П
e. Concussion/TBI/Head Trau	ıma [_	f. Depression	一	q.	. Diabetes/High blo	od sugar		h. Dizziness		一
i. Fainting			j. Headaches/Migraines	H	_	. High blood pressu			I. High cholesterol		
m. Insomnia		_	n. PTSD	H	+	. Seizures			p. Sleep apnea		
	L			ΙШ				ш	p. c.ocp up.icu		ш
q. Other (e.g. additional pertin	ient me	aicai			-ALI	OWING FUNCTION	A	500			
IV.			IS SOLDIER ABLE TO PERFORM							YES	NO
, ,		•	and fire an individual assigned wing a helmet (~3 lbs), body armo	•	•	, .	0.		•	TE3	NO
15. Ride in a military vehicle v	wearing	heln	net (~3 lbs), body armor (~30 lbs)), and l	load	bearing equipment	t (~10 lbs) \	without	worsening condition?	Щ	
16. Wear helmet (~3 lbs), bo	dy armo	or (~3	30 lbs), and load bearing equipment	ent (~	-10 lk	bs) without worsen	ing condition	n?			
17. Able to wear a protective	mask 8	full	protection outfit (HAZMAT) again	nst ch	emic	cal or biologic agen	ts for at lea	ast 2 co	ontinuous hours per day?		
18. Move greater than 40 lbs up to 100 yards?	(backp	ack/d	duffel bag) while wearing a helme	et (~3	lbs)	, body armor (~30	bs), and lo	ad bea	ring equipment (~10 lbs)		
· · · · · · · · · · · · · · · · · · ·	restrict	ons,	in ANY geographical or climatic a	area (l	Dese	ert, Jungle, Arctic, o	or Urban) w	rithout v	worsening condition?	$\overline{\Box}$	$\overline{\Box}$
20. Lifting/Carrying Restrictio	n: Maxir	num	weight restriction in lbs:	•	•		·				
21. Standing Limitation in mir	nutes:									H	
		all te	errains with Standard Field Gear	(40 lbs	s) foi	r m	inutes or		miles.	H	H
			Army Physical Fitness Test (AF	`	J) 101	· '''					
23. Able to perform two minu				,							
· · · · · · · · · · · · · · · · · · ·			· ·							片	片
24. Able to perform two minu		•	sii-ups ?							닏	닏
25. Able to perform timed 2-r If unable to perform the ti			run , can Soldier participate in a	timed	l alte	rnate aerohic even	t? (check s	all that	annly)		
			le Timed Stationary Rike				t: (UIICUK C	ııı uıal	αρρι <i>ÿ)</i>		

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V. DIAGNOSIS (10 BE COMPLETED BY MEDICAL PROVIDER. PLEASE PRINT LEGIBLY): THE FOLLOWING SECTION MUST BE COMPLETED AND SIGNED BY THE EXAMINING MEDICAL PROVIDER.								
Your evaluation of this Soldier's Functional Limitations in section IV is important								
26. Diagnosis:								
27. Treatment Plan (example: X Rays, Physical Therapy, Medication):								
28. Follow Up:								
29. Functional Limitations are:								
Permanent or Temporary: the expected duration of the limitation(s) is for	Days (Max 90)						
Can Soldier take record Army Physical Fitness Test now (Refer to 23-25 at	oove)?							
Yes No If No, anticipation date to take the APFT?								
MEDICAL PROVIDER'S FULL NAME (PRINT OR TYPE)	MEDICAL PROVI	DER'S MEDICAL	DEGREE (MD, DO, NP,	PA)				
MEDIAN PROMPERIO OPECIALTY	24TE OF EVALUE	ATION	TAAN ADDDEGG					
MEDICAL PROVIDER'S SPECIALTY	DATE OF EVALU	ATION	EMAIL ADDRESS					
OFFICE PHONE NUMBER (Include Area Code) FAX NUMBER (Include Area	l Code)	SIGNATURE		DATE SIGNED				
CONTIN (Please use this area to complete an	UATION v response from the	he previous page	es.)					

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Functional Capability Form - Army Combat Fitness Test (ACFT) 2.0

Soldier's Name: _____ Soldier's DoD ID Number: ____

Event #1 - Maximum Dead Lift (MDL)

Given this Soldier's permanent joint condition or restriction is he/she able to:

- a. Squat to touch the hands to mid-calf level while maintaining a flat back?
- b. Lift a weighted bar (of up to 140 pounds) from the floor with the arms straight at the side? YES NO c. Lift a weighted bar (of up to 180 pounds) from the floor with the arms straight at the side? YES NO
- d. Lift a weighted bar (of up to 200 pounds) from the floor with the arms straight at the side? YES NO
- e. Can Soldier participate in ACFT Event #1 (MDL) 3-rep Maximum Dead Lift?

May Participate
May NOT Participate



Event #2 – Standing Power Throw (SPT)

Given this Soldier's permanent joint condition or restriction is he/she able to:

- a. Grasp a 10 pound medicine ball with both hands and bend at the hips/knees to lower it between the legs?
- b. Throw a 10 pound medicine ball backward and overhead?

Can Soldier participate in ACFT Event #2 (SPT) – Standing Power Throw?

May Participate
May NOT Participate



Event #3 – Hand Release Push-up (HRP)

Given this Soldier's permanent joint condition or restriction is he/she able to:

- a. Perform a standard push-up from start to finish?
- b. Lie down in a push-up position and move both arms out to the side, extending the elbows to a T position?

Can Soldier participate in ACFT Event #3 (HRP) – Hand Release Push-up?

May Participate
May NOT Participate



Event #4 – Sprint Drag Carry (SDC)

Given this Soldier's permanent joint condition or restriction is he/she able to:

- a. Sprint 50 meters?
- b. Grasp a two-handled strap and move backwards pulling a sled with two 45-pound weights?
- c. Move in a lateral direction while leading with the left foot and repeat while leading with the right foot?
- d. Move in a forward direction while carrying a 40 pound kettle bell in each hand?

Can Soldier participate in ACFT Event #4 (SDC) – Sprint-Drag-Carry?

May Participate
May NOT Participate



Functional Capability Form - Army Combat Fitness Test (ACFT)

Event #5 - Leg Tuck (LTK)

Given this Soldier's permanent joint condition or restriction is he/she able to:

- a. Grasp with both hands, and hang from, a metal bar with a 1.25 inch diameter?
- b. Flex hips and knees while flexing the elbows and extending the shoulders to bring the knees to the elbows?
- C Soldie participate in ACFT Event #5 (LTK) Leg Tuck

May Participate
May NOT Participate



Event #6 – 2 Mile Run (2MR)

Given this Soldier's permanent joint condition or restriction is he/she able to:

a. Run 2 miles on level terrain?

Check means Soldier may participate in ACFT Event #6 (2MR) – 2 Mile Run

May Participate
May NOT Participate



Alternate Cardio Event

*	<u> Alternate Cardio</u>	Event is only	<u>to be inclu</u>	<u>ided it Soldie</u>	<u>r is deemed</u>	<u>l unable to</u>	participate in	ACFT Event #6	<u>above</u> '
		-							

Given this Soldier's permanent joint condition or restriction is he/she able to: (Swim restriction must be due to physical limitation)

a. Ride a <u>stationary bike</u> for up to 25 minutes to an equivalent distance of 12,000 Meters?

b. Row an ergometric <u>rowing machine</u> for up to 25 minutes to an equivalent distance of 5,000 Meters? \Box Yes \Box No

c. Swim laps in a pool for up to 25 minutes for a total distance of 1,000 meters?

A "yes" in the above boxes means Soldier may participate in that particular alternate cardio event for the ACFT

Soldier's Name: _____ Soldier's DoD ID number: _____

Physician's Name: ______ Physician's Signature: _____

Date:

For videos demonstrating ACFT Events #1-5, visit the links below:

https://www.youtube.com/watch?v=Eef09p0NIrM&spfreload=10

https://www.youtube.com/watch?v=ihpgz2Wtooc&spfreload=10

https://www.youtube.com/watch?v=1jMmXpHktn0

https://www.youtube.com/watch?v=e74I7lgNu 8&spfreload=10

https://www.youtube.com/watch?v=bXSHIJVjpIM&spfreload=10

For overall information on the ACFT and for links to ACFT training apps, visit the link below:

https://www.army.mil/acft/