

REPLY TO
ATTENTION OFDEPARTMENT OF THE ARMY
OFFICE OF THE SURGEON GENERAL
5109 LEESBURG PIKE
FALLS CHURCH, VA 22041-3258

DASG-ZA

6 May 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Deployed Medical Documentation Guidance/Reporting Requirements

1. In the 11 April 2003 memorandum, entitled Safeguarding Deployment Medical Records, the Assistant Secretary of Defense, Health Affairs, stressed the importance of documenting the health care provided to all deployed service members and ensuring incorporation of that information into the permanent health records following deployments. Our goal is to ensure that proper documentation of healthcare is maintained in the DD Form 2766 (Adult Preventive & Chronic Flow Sheet). Request your immediate support of deployed medical documentation guidance and reporting requirements to accomplish this goal (Encl 1).
2. The DD Form 2766 serves as the medical record for all treatment provided during deployment. This information is critical for continued healthcare management of illness or injury that occurred in the theater and for maintaining an updated record for retrospective review. All levels of command are reminded of the importance of the following guidelines.
 - a. Ensure DD Form 2766 is annotated during the Solider Readiness Process to capture pre-deployment health assessments.
 - b. Use and maintain DD Form 2766 during deployment.
 - c. Ensure service members redeploy with their DD Form 2766 so it is available for post-deployment health assessments and forwarded for integration in the service member's permanent health record.
3. Request your support in meeting patient documentation and reporting requirements to enable timely patient tracking and data analysis of deployments to the senior leadership.
4. This guidance and reporting requirements will be incorporated in the next revision of AR 40-66, Medical Record Administration and Health Care Documentation.

DASG-ZA

SUBJECT: Deployed Medical Documentation Guidance/Reporting Requirements

5. My point of contact is COL Larry J. Clark, Director, US Army Patient Administration Systems and Biostatistics Activity, DSN 471-1102 or commercial (210) 221-1102.

FOR THE SURGEON GENERAL:



RICHARD L. URSONE
Brigadier General
Assistant Surgeon General
for Force Projection

Encl
as

DISTRIBUTION:

Headquarters, US Army Forces Command,
ATTN: AFMD, 1777 Hardee Avenue,
Fort McPherson, GA 30330-1062
US Army Central Command: CCSG (Command Surgeon),
APO AE 09365

Commander,
31st CSH (WBKXAA), Baghdad, Iraq,
APO AE 09342
67th CSH (WBJBAA), Tikrit, Iraq,
APO AE 09323
44th Medical Command, ATTN: G3 – MRO (MAJ Chris Amaker),
Bldg 2-1127, Ft. Bragg, NC 28310-5000
3rd Medical Command, ATTN: AFRC-MCGA (MAJ Thaddeus Spencer),
1650 Corey Blvd., Decator, GA 30032
US Army Institute of Surgical Research, ATTN: (COL John Holcomb),
3400 Rawley E. Chambers, Ft Sam Houston, TX 78234-6315

Psychiatry Consultant to The Surgeon General (COL David T. Orman),
36000 Darnall Loop, Ft Hood TX 76544-4752
US Army Records Management Declassification Agency,
ATTN: AHRC-PDD-RR (Ms. Kandy Light), Casey Bldg,
Rm 102, 7701 Telegraph Road, Alexandria, VA 22315-3860
Office of The Surgeon, ATTN: DASG-HS (Ms. Terry Foley), Skyline 6,
Room 684, 5109 Leesburg Pike, Falls Church, VA 22041-3258