

Teammates,

You often face challenges with addressing their individual readiness requirements with our Active Component MTFs in a timely manner. This can affect your ability to perform duty or accomplish administrative items like getting orders. Recently, our team was able to sit down with AF/REM and discuss how we can better inform and assist you with getting required readiness items addressed. In the discussion, they asked us to forward the following information to our IR population to inform you on what policy is in place to ensure you are treated no differently than our RegAF counterparts.

This is a reminder to IRs about Individual Medical Readiness (IMR) requirements.

1) Per DHA-PI 6010.01, Healthcare Benefit Eligibility Verification and Patient Registration Procedures, *MTFs will provide medical readiness support regardless of the RC member's status*. All IRs assigned to RegAF units will have their PHAs completed by their servicing MTF.

2) Individual Medical Readiness (IMR) elements include:

- DoD Periodic Health Assessment (PHA)
- Deployment-Limiting Medical Condition (DLMC) status
- Dental readiness
- Immunization status
- Medical readiness laboratory studies
- Individual medical equipment

3) The DoD PHA occurs annually IAW DoDI 6025.19, Individual Medical Readiness Program.

- The DAF meets this requirement via AFI 10-250, Individual Medical Readiness
- PHAs are *required annually* and remain current up to 90 days past the due date
- If not completed within that time, the PHA is overdue and the IMR status is red
- The date that the PHA was last signed off is the due date for the next year

4) When the Service Member (SM) is due for a PHA, ASIMS will send a notification via email to alert the SM to check their IMR status.

- The PHA is available for completion no earlier than 11 months (*10 months, for ARC only*) and no later than 15 months from the previous PHA
- SMs have a responsibility to complete the questionnaire by following the IMR prompts and MTF instructions on the SM's ASIMS IMR page (<https://asimsimr.health.mil/imr/MyImr.aspx>)
- There are several steps, and individuals, involved in each PHA completion:
 - The SM completes the assessment via ASIMS
 - A provider will contact the SM to review the Mental Health Assessment (MHA) portion of the PHA
 - The MTF staff will perform a record review
 - The SM's record is then passed to a medical provider
 - PHAs are complete once the provider reviews and signs off on the assessment

5) The timeline to complete and close out a PHA can take several months IAW AFI 48-170, Periodic Health Assessment, as each component has different timelines for completion.

- Upon SM completion of the MHA questionnaire, the *MHA provider must complete and sign the MHA within 30 calendar days*

- Upon SM completion of the PHA questionnaire, the *healthcare provider must complete and sign the PHA within 120 calendar days*
- The MHA provider shall address all “priority” responses person-to-person within seven calendar days

We know it can be challenging, and even frustrating, for our teammates who must continually advocate for their own needs to stay ready as we pursue Lt Gen Healy’s priorities of *Ready Now* and *Transforming for the Future*.

If you are following the guidance above and still experiencing difficulties having your medical requirements met, please let your RIO DET and Reserve Advisor know. We can then address directly with the MTF leadership.

v/r

EDWARD C. SEGURA, Col, USAF
Commander, HQ RIO