

Officer Secure Area (OSA) Dashboard and Readiness

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Goal

This document is to assist in familiarizing you with the CCMIS Officer Dashboard.

This document is to be used with the "Readiness: Down-to-Basics Guide," which provides detailed instructions to meet and report basic readiness requirements for U.S. Public Health Service Commissioned Corps officers: https://dcp.psc.gov/ccmis/ReDDOG/REDDOG_essentials_m.aspx

Commissioned Corps Headquarters (CCHQ)

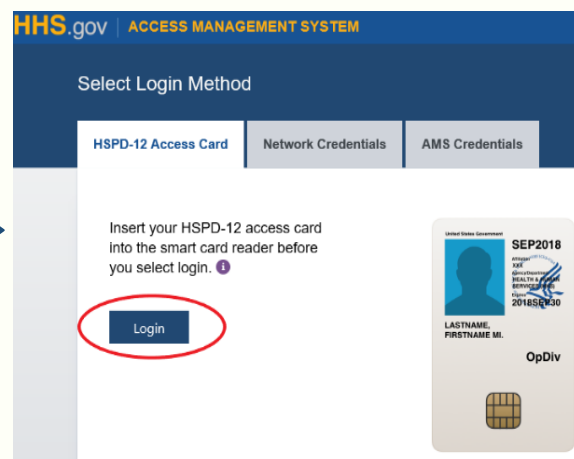
Each officer is responsible to maintain basic readiness standards as outlined in Commissioned Corps Instruction (CCI) 241.01 "Readiness and Duty Requirements," CCI 241.02 "Deployment of Corps Officers," Personnel Operations Memorandum (POM) 821.76 "Deployment Procedures," Commissioned Corps Directive 121.02 "Deployment and Readiness," POM 821.75 "Readiness Compliance," CCI 221.02 "Medical Readiness," POM 821.71 "Physical Examination Requirements."

Link to the most current policies: <https://dcp.psc.gov/ccmis/ccis/CCISForeword.aspx>

Login to your Officer Secure Area (OSA)

<https://dcp.psc.gov/ccmis/>

Two places to login from



Main Menu of the OSA Dashboard

OSA Dashboard Access Area

- CC Headquarters
- eCMCS Messaging Center
- Positions and Billets
- RedDOG – Self Service
- Access your Official Personnel Folder (OPF)
- eDOC-U (Document Upload)
- OPF Access granted by Officer

OSA Dashboard – Important Items (Upper Part)

License and Certification Details, Promotion Details, New Messages and Surveys, Retirement Eligibility Dates, Projected Readiness, On Call Status for Deployments with the Last and the Next On-Call Dates, Periodic Health Update (PHU) Details

Dashboard

License Status, Expiration Date

Projected Readiness

Readiness Status	Readiness Description	Date	Last Updated Date
Basic	Qualified	202005	4/10/2020

Next On-Call Date

Last On Call Date	Next On Call Date
10/1/2019	8/1/2020

Periodic Health Update Details

Report Date for Initial PHU	Next Report Date for PHU
11/30/2020	11/30/2021

OSA Dashboard – Important Items (Lower Part)

Up to 90 Days of Forecast for being Basic Readiness Qualified

Deployment Readiness: BLS, Deployment Role, Fitness

Training Readiness: BASIC and FEMA Training

Medical Readiness: Immunizations, Medical Exam, Verified Weight

Officership Readiness: License

Deployment Readiness					Training Readiness				
COMPONENT_DETAIL	30 Day Forecast	60 Day Forecast	90 Day Forecast	Date of Last Update	COMPONENT_DETAIL	30 Day Forecast	60 Day Forecast	90 Day Forecast	Date of Last Update
BLS	Qualified	Qualified	Qualified	04/01/2020	BASIC Training	Qualified	Qualified	Qualified	04/01/2020
Deployment Role	Qualified	Qualified	Qualified	04/01/2020	FEMA Training	Qualified	Qualified	Qualified	04/01/2020
Fitness	Qualified	Qualified	Qualified	04/01/2020					

Medical Readiness					Officership Readiness				
COMPONENT_DETAIL	30 Day Forecast	60 Day Forecast	90 Day Forecast	Date of Last Update	COMPONENT_DETAIL	30 Day Forecast	60 Day Forecast	90 Day Forecast	Date of Last Update
Hepatitis A Vaccination	Qualified	Qualified	Qualified	04/01/2020	License	Qualified	Qualified	Qualified	04/01/2020
Hepatitis B Vaccination	Qualified	Qualified	Qualified	04/01/2020					
Influenza Vaccination	N/A	N/A	N/A	04/01/2020					
Measles Vaccination	Qualified	Qualified	Qualified	04/01/2020					
Mumps Vaccination	Qualified	Qualified	Qualified	04/01/2020					
PHU	Qualified	Qualified	Qualified	04/01/2020					
Rubella Vaccination	Qualified	Qualified	Qualified	04/01/2020					
Tetanus/Diphtheria Vaccination	Qualified	Qualified	Qualified	04/01/2020					
Varicella Vaccination	Qualified	Qualified	Qualified	04/01/2020					

Accessing Messages and Surveys (eCMCS Messaging Center)

Check important Messages and Surveys from Commissioned Corps Headquarters (CCHQ).

The screenshot displays the eCMCS Messaging Center interface. On the left is a navigation menu with 'eCMCS Messaging Center' circled in red. The main content area shows 'Home / Dashboard' with a callout box stating 'Two places to enter eCMCS Messaging Center' pointing to the 'New Messages' and 'New Surveys' buttons. Below this are sections for 'Officer Details' (Category: Pharmacist, Agency: IHS), 'License and Certification Details' (License Status: Valid license, License Expiration Date: 10/31/2021), and 'Promotion Details' (T Grade Promotion Eligible Date: 7/1/2025, P Grade Promotion Eligible Date: 10/15/2025). At the bottom, a 'Dashboard' section features 'MESSAGES' (3 New) and 'SURVEYS' (0 Completed, 0 In Progress, 1 Not Started) buttons, both of which are circled in red.

Accessing RedDOG - Self Service

RedDOG Self Service is the main area to verify and upload readiness information.

Commissioned Corps Management Information System

- Home
- Logout
- CC Headquarters
 - Commissioned Corps Modernization
 - Health Professions Special Pay
 - OASH Leadership Presentations
 - Officer Resources
- All
 - Admin Code Lookup
 - eCMCS Messaging Center
 - Positions & Billets
 - RedDOG - Self Service**
- eOPF
 - Access Your Official Personnel Folder (OPF)
 - eDOC-U (Document Upload)
 - OPF Access granted by Officer

Dashboard

Home / Dashboard

Officer Details

Category

Agency

Projected Readiness

U.S. Department of Health & Human Services

Commissioned Corps of U.S. Public Health Service Management Information System

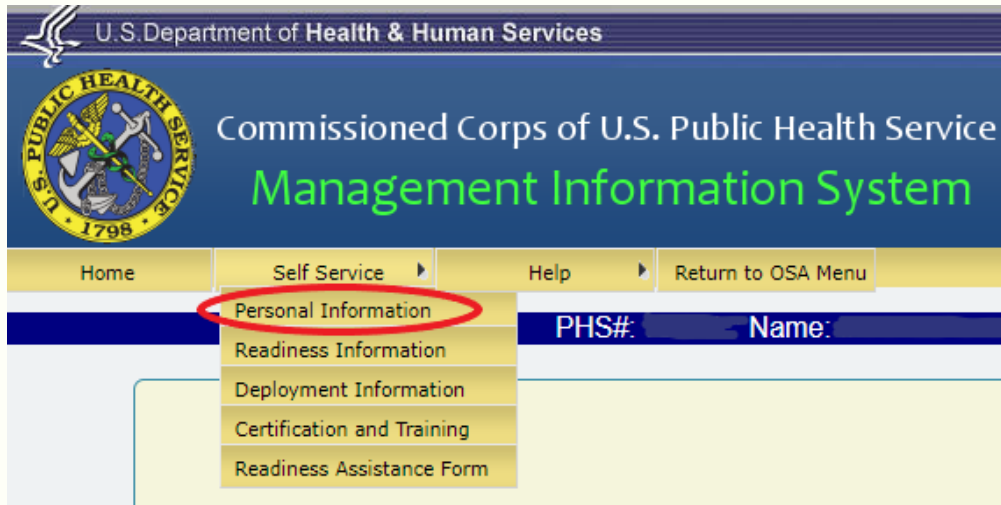
Home Self Service Help Return to OSA Menu

PHS# Name:

- Personal Information
- Readiness Information
- Deployment Information
- Certification and Training
- Readiness Assistance Form

RedDOG - Self Service - Personal Information

Self Service menu is the only official resource to provide and update contact information. Personal Information should be always kept up-to-date.



Personal Information

1. Phone Numbers

#	Phone Type	Area/Country Code	Number	Extension		
1.	Cellular/Portable Phone				Edit	Delete
2.	Home Phone Number				Edit	Delete
3.	Work Phone Number	605	8873192		Edit	Delete

Add New Phone

2. Email Addresses

3. Home & Mailing Addresses

4. Emergency Contacts

5. Supervisor Information

RedDOG - Self Service - Readiness Information – Readiness History

View and verify the Readiness History.

U.S. Department of Health & Human Services
Commissioned Corps of U.S. Public Health Service
Management Information System

Home Self Service Help Return to OSA Menu

Personal Information
Readiness Information
Deployment Information
Certification and Training
Readiness Assistance Form

PHS#: Name:

Download Immunization Report Readiness Information

1. Readiness Status

Readiness History Info

#	Basic Status	Description	Date	Last Updated
1.	Basic	Qualified	04/2020	3/31/2020
2.	Basic	Qualified	03/2020	2/29/2020
3.	Basic	Qualified	02/2020	1/31/2020
4.	Basic	Qualified	01/2020	12/31/2019
5.	Basic	Qualified	12/2019	11/30/2019

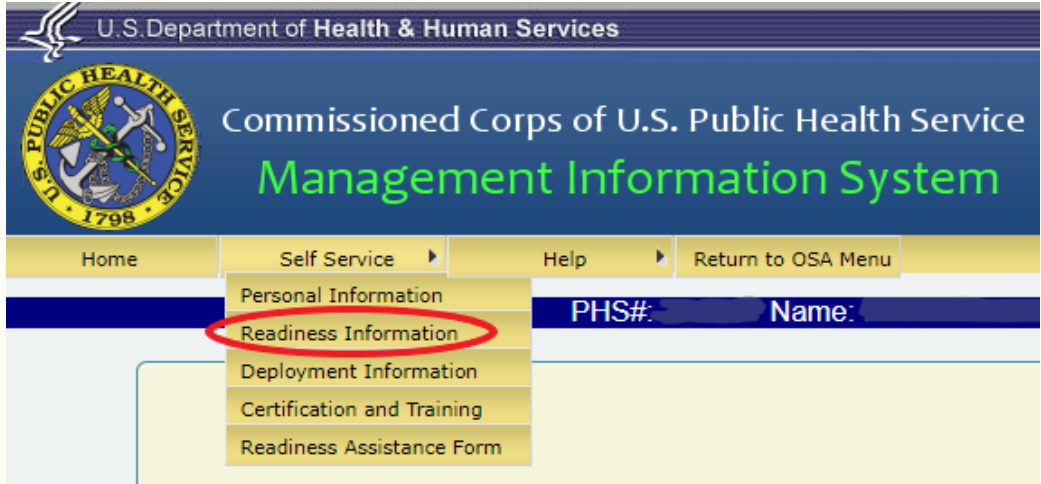
2. Physical Fitness
3. Waivers
4. Verified Weight
5. Weight Management
6. Immunization
7. Roles
8. FMRB Status

RedDOG - Self Service - Readiness Information – APFT

Enter APFT exam information using “Add New Physical Fitness Exam.”

AND

Upload signed APFT report (PHS 7044 form) using “Upload Verified APFT to eDOC-U” on the right side.



Download Immunization Report Readiness Information

1. Readiness Status
2. Physical Fitness

APFT Info

Please only upload a signed APFT report (7044 form) using the upload button for an APFT completed after 9/30/2018. Do not upload any other forms using this tool.

#	Exam Date	Overall Fitness Level	Uploaded to eDocU		
1.	11/19/2019	Excellent	<input checked="" type="checkbox"/>	Edit / View	Upload Verified APFT to eDOC-U
2.	02/07/2019	Excellent	<input checked="" type="checkbox"/>	View	
3.	05/22/2018	Excellent	<input type="checkbox"/>	View	
4.	08/09/2017	Excellent	<input type="checkbox"/>	View	
5.	10/30/2016	Excellent	<input type="checkbox"/>	View	

▶ ▶▶

Add New Physical Fitness Exam

3. Waivers
4. Verified Weight
5. Weight Management
6. Immunization
7. Roles
8. FMRB Status

RedDOG - Self Service - Readiness Information - Verified Weight - Weight Management

If required, enter the results AND upload PHS 7044-1 form.
Verify the weight under Verified Weight.

U.S. Department of Health & Human Services
Commissioned Corps of U.S. Public Health Service
Management Information System

Home | Self Service | Help | Return to OSA Menu

Personal Information
Readiness Information
Deployment Information
Certification and Training
Readiness Assistance Form

PHS#: _____ Name: _____

Readiness Information

[Download Immunization Report](#)

1. Readiness Status
2. Physical Fitness
3. Waivers
4. Verified Weight

Verified Weight

#	Date Completed	Frequency	Height	Weight	BMI	Waist	Hip	Neck	PBF
1.	11/29/2019	Annual	66	128	20.7	0	0	0	0
2.	2/7/2019	Annual	66	128	20.7	0	0	0	0
3.	8/6/2018	BASE LINE	66	128	20.6	0	0	0	0

5. Weight Management
6. Immunization
7. Roles
8. FMRB Status

RedDOG - Self Service - Readiness Information – Immunization

If desired, you may download the Immunization Report, check Immunization History and update immunization prior to expiration by uploading new immunization record via eDOC-U (Document Upload) under Medical.

U.S. Department of Health & Human Services
Commissioned Corps of U.S. Public Health Service
Management Information System

Home Self Service Help Return to OSA Menu

Personal Information
Readiness Information
Deployment Information
Certification and Training
Readiness Assistance Form

PHS# Name:

Download Immunization Report Readiness Information

1. Readiness Status
2. Physical Fitness
3. Waivers
4. Verified Weight
5. Weight Management
- 6. Immunization**
7. Roles
8. FMRB Status

#	Description	Date Received	Expiration Date
1.	HERPES ZOSTER	10/19/2018	
2.	Tetanus/Diphtheria	1/25/2018	1/25/2028
3.	Hepatitis A	11/5/2010	
4.	Hepatitis A	5/5/2010	
5.	TB	12/1/2009	

Navigation: [Next] [Previous]

RedDOG - Self Service - Readiness Information – Role

Enter Role, Add New Role and Edit/Delete Current Role.

U.S. Department of Health & Human Services
Commissioned Corps of U.S. Public Health Service
Management Information System

Home Self Service Help Return to OSA Menu

Personal Information
Readiness Information
Deployment Information
Certification and Training
Readiness Assistance Form

PHS#: Name:

[Download Immunization Report](#) Readiness Information

1. Readiness Status
2. Physical Fitness
3. Waivers
4. Verified Weight
5. Weight Management
6. Immunization
7. Roles

#	Role	PRIMARY		
1.	Pharmacist	<input checked="" type="checkbox"/>	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

8. FMRB Status

RedDOG - Self Service - Deployment Information

Required items to enter: Passport, Airport.

Items to enter if needed: Visa, Language, Specialty.

Items for review for verification only: Team Information and Deployment History.

The screenshot shows the top navigation bar of the system. It includes the U.S. Department of Health & Human Services logo and the text "U.S. Department of Health & Human Services". Below this is the "Commissioned Corps of U.S. Public Health Service Management Information System" header. The main navigation menu has four items: "Home", "Self Service", "Help", and "Return to OSA Menu". The "Self Service" menu is expanded, showing a list of options: "Personal Information", "Readiness Information", "Deployment Information" (highlighted with a red circle), "Certification and Training", and "Readiness Assistance Form". To the right of the menu, there are input fields for "PHS#" and "Name:".

The screenshot shows the "Deployment Information" page. It features a list of information sections on the left: "1. Passport Information", "2. Visa Information", "3. Language Information", "4. Airport Information", and "5. Specialty Information". The "Specialty Information" section is expanded, displaying a table of specialties. Below the table are navigation buttons: "Previous", "Next", and "Add New Specialty". At the bottom, there are sections for "6. Team Information" and "7. Deployment History".

#	Specialty	Certified	Certified Date		
1.	PHARMACIST-AMBULATORY	Y	07/01/2016	Edit	Delete
2.	PHARMACIST-CLINICAL	Y	07/01/2016	Edit	Delete
3.	PHARMACIST-HOSPITAL	Y	07/01/2016	Edit	Delete
4.	PHARMACIST-KINETICS	Y	07/01/2016	Edit	Delete
5.	PHARMACIST-PHARMACEUTICS	Y	07/01/2016	Edit	Delete

RedDOG - Self Service - Certification and Training

Verify expiration dates of BLS, ACLS, ATLS, PALS certifications.

Update certifications as needed via [eDOC-U \(Document Upload\)](#) under Readiness.

Verify Training Courses.

U.S. Department of Health & Human Services
Commissioned Corps of U.S. Public Health Service
Management Information System

Home Self Service ▾ Help ▾ Return to OSA Menu

Personal Information
Readiness Information
Deployment Information
Certification and Training
Readiness Assistance Form

PHS#: Name:

Certification / Training

1. Certification

Certification				
#	BLS Exp Date	ACLS Exp Date	ATLS Exp Date	PALS Exp Date
1.	9/30/2021	4/30/2021		4/30/2020

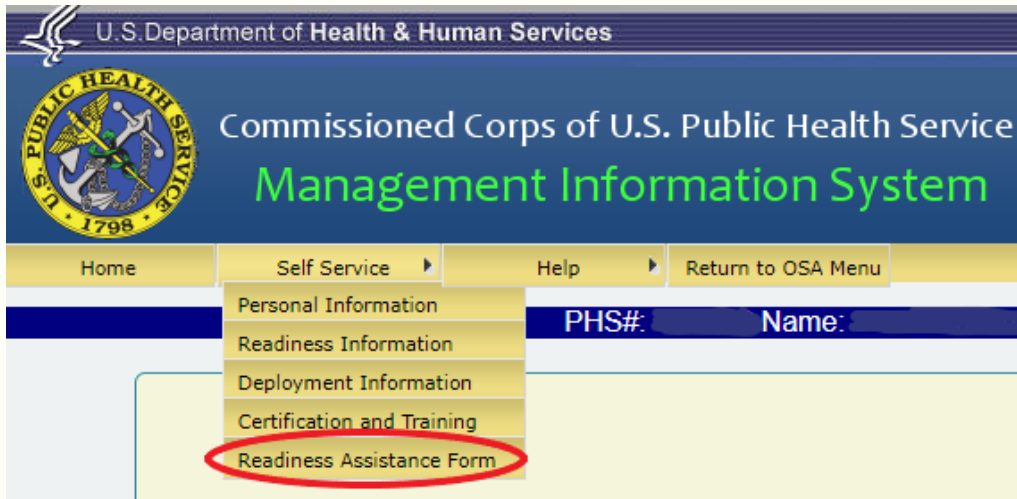
2. Training

Training		
#	Course Name	Date Completed
1.	IS-800.A National Response Plan (NRP), An Introduction	12/31/2017
2.	IS-200 ICS for Single Resources and Initial Action Incidents	12/31/2017
3.	IS-700 National Incident Management System (NIMS), An Introduction	12/31/2017
4.	IS-100 Introduction to Incident Command System, I-100	12/31/2017
5.	156 - Heat Exposure Injuries	6/28/2011

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RedDOG - Self Service - Readiness Assistance Form

Fill out Readiness Assistance Form and Submit electronically, if needed.



The screenshot shows the top navigation bar of the RedDOG system. It includes the U.S. Department of Health & Human Services logo and the text "Commissioned Corps of U.S. Public Health Service Management Information System". Below this is a yellow navigation bar with buttons for "Home", "Self Service", "Help", and "Return to OSA Menu". A dropdown menu is open under "Self Service", listing "Personal Information", "Readiness Information", "Deployment Information", "Certification and Training", and "Readiness Assistance Form". The "Readiness Assistance Form" option is circled in red. To the right of the dropdown, there are input fields for "PHS#" and "Name:".

Readiness Assistance Form

- INSTRUCTIONS:
Please provide as much detail as possible in the notes section.
All supporting documentation should be sent to RedDOG@hhs.gov.

Support email:

Enter your email:

First Name: 20 Characters Left.

Last Name: 30 Characters Left.

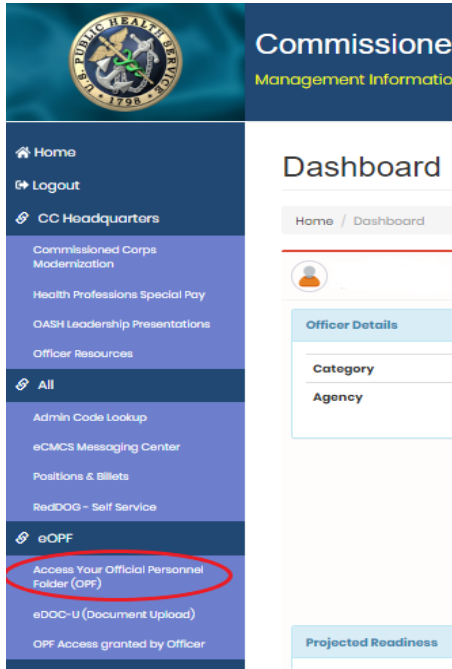
Nature of Question:

Notes:

Maximum 2000 Character

Accessing Your Official Personnel Folder (OPF)

Access the Official Personnel Folder (OPF) for verification and uploading important documents. Upload main documents related to Readiness, Medical, and eOPF.



Welcome to the Commissioned Corps Electronic File Room

Privacy Act Information

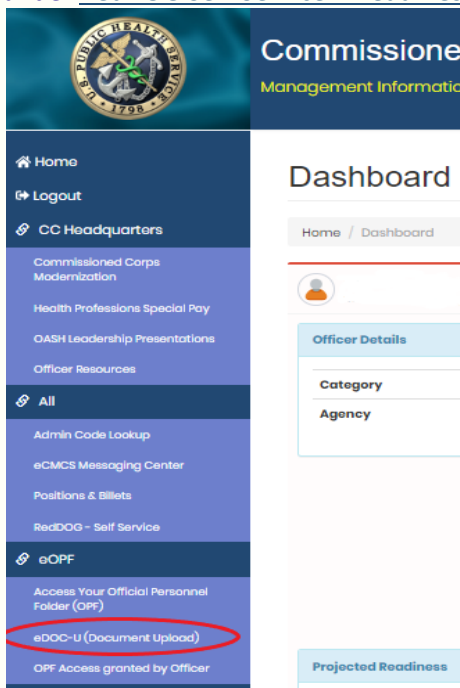
This official personnel folder is to be used only for official purposes.

I understand that the contents are confidential and are not to be disclosed to unauthorized persons. Unauthorized disclosures may subject the individual responsible to a substantial fine.

IMPORTANT NOTICE: The Document Viewer has been replaced in the eOPF, please refer to the instructions in the following Adobe Acrobat document: [Using the new eOPF Document Viewer \(PDF, 1.7 MB\)](#)

Uploading Documents – eDOC-U (Document Upload) - Readiness

Choose Readiness under Document Category to view what documents should be uploaded. Verify updated expiration dates for certifications and updated training under [RedDOG Self-Service Certification and Training](#). Verify APFT under [RedDOG Self-Service - Readiness Information - Physical Fitness - APFT](#). Verify the weight under [RedDOG Self-Service – Readiness Information - Verified Weight](#).



Document Category: I want to receive a notification email

Document Type:

Document Date:

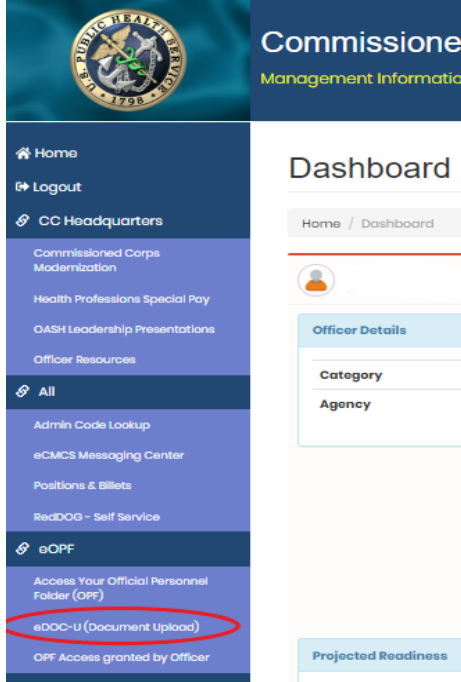
Upload File Name:

All fields are required

Uploading Documents – eDOC-U (Document Upload) - Medical

Choose Medical under Document Category. Upload Immunizations, Periodic Health Update, & other documents. Verify changed dates on the [Dashboard](#) for Periodic Health Update.

Verify that Immunizations can be viewed under [RedDOG Self-Service - Readiness Information - Immunization](#).



Document Category: **Medical**

Document Type: **IMMUNIZATIONS**

Document Date: _____

I verify that this information is accurate and true to the best of my knowledge.

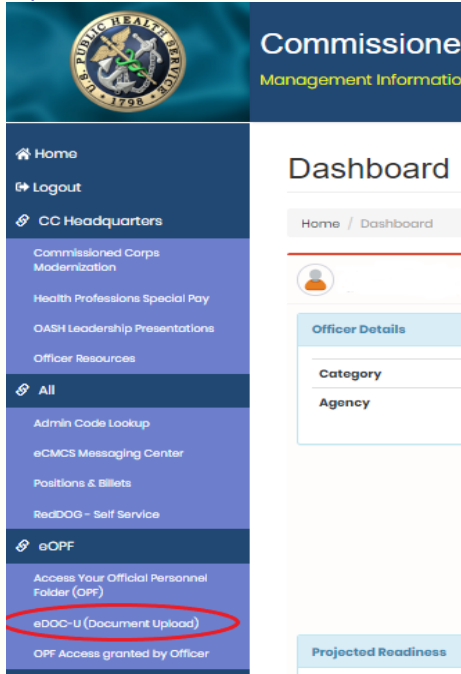
Upload File Name: _____

I want to receive a notification email

All fields are required

Uploading Documents - eDOC-U (Document Upload) - Licensure

Choose eOPF under Document Category and upload Licensure and other documents. Verify that your licensure expiration date extended via [OSA Dashboard](#) under License and Certification Details – License Expiration Date.



Document Category: **eOPF**

Document Type: **Licensure**

Document Date: _____

Upload File Name: _____

I want to receive a notification email

All fields are required

If Forecast is “Not Qualified”

- Determine which readiness requirement will be expiring soon and take the appropriate action to address the readiness deficiency.
- Identify the area of deficiency and correct the deficiency using the following resources:
 - RedDOG Self - Service
 - eDOC-U (Document Upload)
 - Access your Official Personnel Folder (OPF)
- Refer to “Readiness: Down-to-Basics Guide” for instructions on how to update readiness requirements for each specific item.

Examples of “Not Qualified” Forecast

Officer Dashboard

Deployment Readiness					Training Readiness				
COMPONENT_DETAIL	30 Day Forecast	60 Day Forecast	90 Day Forecast	Date of Last Update	COMPONENT_DETAIL	30 Day Forecast	60 Day Forecast	90 Day Forecast	Date of Last Update
BLS	Qualified	Qualified	Qualified	11/02/2018	BASIC Training	Qualified	Qualified	Qualified	11/02/2019
Deployment Role	Qualified	Qualified	Qualified	11/02/2018	FEMA Training	Qualified	Qualified	Qualified	11/02/2019
Fitness	Qualified	Not Qualified	Not Qualified	11/02/2018					

Recently Signed Documents

- COMMISSIONED CORPS INSTRUCTION 221.02 “MEDICAL READINESS”
- PERSONNEL OPERATIONS MEMORANDUM 821.71 “PHYSICAL EXAMINATION REQUIREMENTS”
- COMMISSIONED CORPS INSTRUCTION 241.01 “READINESS AND DUTY REQUIREMENTS”
- COMMISSIONED CORPS INSTRUCTION 241.02 “DEPLOYMENT OF CORPS OFFICERS”
- PERSONNEL OPERATIONS MEMORANDUM 821.75 “READINESS COMPLIANCE”
- PERSONNEL OPERATIONS MEMORANDUM 821.76 “DEPLOYMENT PROCEDURES”
- COMMISSIONED CORPS DIRECTIVE 121.02 “DEPLOYMENT AND READINESS”
- Link to the most current policies: <https://dcp.psc.gov/ccmis/ccis/CCISForeword.aspx>

Contacts if Questions

CCHELPDESK@HHS.GOV

for system issues while in the OSA, email to Commissioned Corps Help Desk

REDDOG@HHS.GOV or submit the [Readiness Assistance Form on Self-Service](#)

for non-medical data and Self-Service application issues

WEIGHTSTANDARDS@HHS.GOV

for Weight Standards Program questions

MACCHQ@HHS.GOV

for Medical information

PHSLICENSURE@HHS.GOV

for Licensure questions

AMSHelp@HHS.GOV

If issues accessing OSA