



U.S. PUBLIC HEALTH SERVICE COMMISSIONED CORPS

COMMISSIONED CORPS HEADQUARTERS

Rockville, MD 20852

Periodic Health Update (PHU) 2022

Instructions for Officers: Updated December 1, 2021

You are required to complete and submit a PHU in your 2022 birth month period (from the first day of the month prior to your birth month until the last day of the month after your birth month). Some officers who entered the USPHS Commissioned Corps in 2021 may be exempt until 2023. Medical Affairs Branch (MAB) will contact those individuals directly with the due dates of their first PHU.

The 2022 PHU requirements are the same as the 2021 PHU with one exception:

Starting in 2022, on the DD-2807-1, "Report of Medical History," you should continue to complete field #8 (current medications), #9 (allergies), and fields #10-28 (the check boxes). In field #29, when asked to explain any affirmative answers in fields #10-28, you should only comment if there are changes from your last PHU. In other words, you are no longer required to list the date of an operation done 20 years ago or when your children were born. Only new medical conditions or changes in existing conditions should be explained in this section. If you are a newly commissioned officer, please explain all affirmative answers in fields #10-28 of the DD-2807-1 when you do your first PHU.

Important reminders:

1. Your height and weight [Body Mass Index (BMI)] and, if necessary, your Percent Body Fat determination must be submitted as part of the PHU. This will be considered your official annual retention weight standards submission. If your BMI exceeds 27.5 kg/m², you must submit a PHS-7044-1, "Verified Weight Form" signed by your provider, their designee, or another healthcare professional. Your PHS-7044-1 cannot be verified by another PHS officer unless that individual is also your official healthcare provider.
2. Many of you are submitting PHS-7083s, "Behavioral Health Survey," which when reviewed after uploading, appear not to have captured your responses. You must first download the form to your computer before you complete it, then print it out for your provider's signature. Unless this is done, your responses will not appear on the submitted form.
3. There are no required tests other than your pulse, blood pressure, height, and weight. Routine formal eye, hearing, or laboratory examinations are not required except as noted below. If your provider does order screening tests that are scheduled after your PHU due date, please upload your PHU file on time and submit the testing when completed via eDOC-U using the document name, Medical Records.
4. The most common reasons for rejection of a PHU submission:
 - a. Scanning errors or illegible scans
 - b. Missing PHU required components
 - c. PHU components are not submitted in a single PDF file
 - d. Forms are not dated
 - e. Required forms are not signed by the provider (An officer signature alone on the DD-2807-1 will be rejected)
 - f. Minimum requirements for the physical exam (Height, Weight, Blood Pressure, and Pulse) are not documented on the DD-2808
 - g. A PHS 7044-1 is not submitted with the PHU when an officer's BMI exceeds 27.5 kg/m²

The 2022 PHU has seven required components (plus Verified Weight form, if needed):

- 1. Medical History:** Self-reported update of medical history since the officer's last PHU, given to your medical provider for review, verification, and signature ([form DD-2807-1](#))
- 2. Physical Examination:** In-person examination based on your health history, as determined by the your provider. Minimal requirements are the your pulse rate, blood pressure, weight, and height ([form DD-2808](#)) [download prior to opening].
If the your Body Mass Index (BMI) is greater than 27.5 kg/m², body measurements (“taping”) to determine percent body fat must be performed by your provider (or your provider’s designee) and recorded on the “Verified Weight Form.”([form PHS-7044-1](#)). Again, your PHS-7044-1 cannot be verified by another PHS officer unless that individual is also your official healthcare provider.
- 3. Behavioral Health Survey:** Self-reported and given to your provider for review and signature. The form must be downloaded before completion to ensure that responses are saved. The behavioral health survey will facilitate a discussion with your provider about your mental well-being. ([form PHS-7083](#))
- 4. Dental Examination:** Done within the six (6) months prior to your PHU submission ([form DD-2813](#)) [download prior to opening]
- 5. Additional Tests:** Screening tests as recommended by the United States Preventive Services Task Force (USPSTF) (e.g. cervical, breast and colorectal cancer screening) and any other testing recommended by the your provider based on the your age, medical, family, and deployment history, and the your occupational and environmental exposures and risks. These screening tests should be done on the schedule recommended by the USPSTF.
- 6. Disclosure Statement** ([form](#)): signed by you.
- 7. 2022 PHU Submission Checklist** ([form](#)): completed and signed by you to attest to what components of the PHU are being submitted and why.

Commissioned Corps Headquarters recognizes that you may still have difficulty accessing your healthcare providers due to the public health emergency. For 2022, if after you have made a reasonable effort to get in-person appointments and your provider will only do a virtual visit, MAB will accept a PHU with the results of this virtual physical examination which contains:

- A provider verified history, with date and provider signature (Please do not sign the DD2807-1)
- A completed behavioral health survey dated and signed by your provider, and
- A report of a dental examination done within 12 months of the PHU submission or no dental examination, if you have been unable to schedule an appointment with your dental provider during the past year.

You must complete, sign, and submit a 2022 PHU Submission Checklist indicating which components of the PHU are being submitted and, if necessary, why you are not submitting a complete PHU. This will ensure that MAB does not reject your submission when you were unable to complete one or more components because of the pandemic.

You should provide all necessary forms and a copy of the [PHU Instructions for Providers](#) and [PHU Instructions for Completing DD-2807-1, 2808, 2813](#) to your medical providers at the time of your appointment. You should also take a copy of the dental form, DD-2813, to your dentist.

All forms and provider instructions are included in a single PDF file, “[PHU Appointment Documents](#),” which can be found on the CCMIS website under Forms/Medical.

HOW TO SUBMIT THE PHU:

You must scan all documents and test results into a SINGLE PDF file and submit it using the medical section of eDOC-U with the document name, “Periodic Health Update.” See instruction above if your provider orders screening tests that are scheduled after your PHU due date,