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FM CG TECOM FORCE FITNESS DIVISION//C469//

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RUJDAAA/COMMARFORPAC G THREE

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RUJIAAA/COMMARFORCOM MEDICAL

RUJIAAA/CMC PPO WASHINGTON DC

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RUJIAAA/CMC HS WASHINGTON DC

RUJIAAA/CMC MRA MF WASHINGTON DC

RUOIAAA/NAVMEDLOGCOM FT DETRICK MD

RUOIAAA/BUMED FALLS CHURCH VA

RUJDAAA/CG I MEF G THREE

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RUJIAAA/CG MCRD ERR PARRIS ISLAND SC

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UNCLAS

SUBJ/SPORTS MEDICINE AND INJURY PREVENTION PROGRAM IMPLEMENTATION

GUIDANCE FOR OPERATING FORCE UNITS

SUBJ/ SPORTS MEDICINE AND INJURY PREVENTION PROGRAM IMPLEMENTATION

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REF/A/DOC/ TECOMO 6260

REF/B/DOC/ OPNAVINST/MCO 6400.2

REF/C/DOC/ GROUND BOARD 2-11 REPORT DTG 231440Z DEC 11

REF/D/DOC/ DON TRACKER 2017-TECOM\_FORCEFITNESSDIV-000000024

REF/E CGTECOM FFD MSG DTG 011816Z NOV 17/-//

NARR/REF A IS THE TECOM ORDER WHICH PROVIDES DIRECTION FOR THE USMC

SMIP PROGRAM. REF B IS OPNAVINST/MCO WHICH PROVIDES DIRECTION

REGARDING THE SCOPE, LIMITATIONS, CERTIFICATION, UTILIZATION, AND

PHYSICIAN OVERSIGHT OF CERTIFIED ATHLETIC TRAINERS. REF C IS THE GROUND BOARD 2-11 REPORT. REF D IS THE DON TRACKER TASK REQUESTING THE FEASIBILITY OF SUPPORT FOR SITE VISITS IN SUPPORT OF THE EXPANSION OF THE TRAINING AND EDUCATION COMMAND (TECOM) SPORTS MEDICINE AND INJURY PREVENTION (SMIP) PROGRAM TO REGIMENTS AND GROUPS. REFERENCE E IS THE AMHS MESSAGE REQUESTING MEF SUPPORT FOR FFD SITE VISITS IN SUPPORT OF THE SMIP PROGRAM EXPANSION.

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1. PURPOSE. PROVIDE GUIDANCE ON RECEIVING, UTILIZATION, SUPERVISION, AND REPORTING FOR UNITS RECEIVING CONTRACTED CERTIFIED ATHLETIC TRAINERS. ADDITIONALLY, THIS MESSAGE PROVIDES OVERVIEW OF THE POLICIES GOVERNING THE SPORTS MEDICINE AND INJURY PREVENTION (SMIP) PROGRAM.

2. SCOPE. THIS IS A COORDINATED MESSAGE BETWEEN TRAINING AND EDUCATION COMMAND (TECOM), FORCE FITNESS DIVISION (FFD), AND HEALTH SERVICES AND IS APPLICABLE TO THE ENTIRE SMIP PROGRAM INCLUDING CONTRACTED AND CIVILIAN ATHLETIC TRAINERS IN BOTH THE OPERATING FORCES (OPFOR) AND TECOM.

3. BACKGROUND.

3.1. THE PURPOSE OF SMIP IS TO INCREASE READINESS BY REDUCING ATTRITION AND LOST WORK-DAYS ASSOCIATED WITH MUSCULOSKELETAL INJURIES. THE SMIP PROGRAM HAS EXISTED AT ENTRY LEVEL TRAINING (ELT) LOCATIONS WITHIN TECOM SINCE 2003. THE PROGRAM HAS HAD THE INTENDED EFFECT AND IS BEING EXPANDED TO THE OPFOR.

3.2. TECOM FFD HAS BEEN TASKED BY THE COMMANDANT OF THE MARINE CORPS (CMC) AS THE UNITED STATES MARINE CORPS LEAD FOR EXPANDING THE SMIP PROGRAM TO THE OPFOR.

3.3. TECOM FFD CONDUCTED SITE VISITS TO EACH MARINE EXPEDITIONARY FORCE (MEF) FROM NOVEMBER THROUGH DECEMBER OF 2017. DURING THESE SITE VISITS, FFD PERSONNEL MET WITH KEY STAKEHOLDERS FROM SEMPER FIT, NAVY MEDICINE, MEFS, REGIMENTS, AND AIR WING GROUPS IN ORDER TO BUILD AWARENESS OF THE SMIP PROGRAM AND DETERMINE THE FEASIBILITY OF SUPPORT FOR THE PROGRAM.

3.4. EDUCATION, INJURY PREVENTION, INITIAL EVALUATION, TREATMENT, AND RETURN TO READINESS ARE THE TENETS BY WHICH THESE ATHLETIC TRAINERS OPERATE. THIS PROGRAM IS COMPLEMENTARY TO EXISTING FORCE FITNESS INSTRUCTORS (FFI), AND SEMPER FIT CAPABILITIES ESPECIALLY IN THE AREA OF INJURY PREVENTION, AND NAVY MEDICINE IN INITIAL DIAGNOSIS, EVALUATION, TREATMENT, AND REHABILITATION OF INJURIES.

#### 4. POLICY.

4.1. OPNAVINST/MCO 6400.2. ESTABLISHES SCOPE, LIMITATIONS, CERTIFICATION, UTILIZATION, AND PHYSICIAN OVERSIGHT GUIDELINES FOR ATHLETIC TRAINERS WORKING UNDER THE COGNIZANCE OF LOCAL NAVY MEDICAL

TREATMENT FACILITIES (MTF), OPERATIONAL FLEET PHYSICIANS, OR FLEET MARINE FORCE PHYSICIANS. THIS ORDER ALSO INCLUDES SAMPLE APPOINTMENT LETTERS, DETAILS ON UTILIZATION AND SCOPE OF PRACTICE, AND SPECIFIC REQUIREMENTS RELATING TO MEDICAL OVERSIGHT OF ATHLETIC TRAINERS WHEN PRACTICING IN A MEDICAL CAPACITY.

4.2. TECOMO 6260. GOVERNS ATHLETIC TRAINERS WITHIN TECOM.

ESTABLISHES THE PRECEDENT THAT THE SMIP PROGRAM IS CENTRALLY MANAGED THROUGH TECOM WITH DECENTRALIZED EXECUTION BY THE MAJOR SUBORDINATE COMMANDS (MSC).

5. RECEIVING.

5.1. SPORTS MEDICINE AND INJURY PREVENTION COORDINATOR (SMIP-C).

FFD HAS BEGUN DETAILED COORDINATION WITH THE MEFS THROUGH THEIR RESPECTIVE SMIP-C. THE SMIP-C IS ENSURING PROPER RECEPTION, STAGING, ONWARD MOVEMENT AND INTEGRATION OF THE ATHLETIC TRAINERS UPON THEIR ARRIVAL UNTIL THEY ARE TURNED OVER TO THEIR ASSIGNED UNIT.

5.2. UNIT REPRESENTATIVES HAVE BEEN ENSURING LOCAL REQUIREMENTS FOR WORKSPACE, IDENTIFICATION, AND NETWORK ACCESS, ETC. ARE MET. FFD HAS BEGUN COORDINATION WITH THE FIRST FIVE IDENTIFIED RECEIVING UNITS.

5.3. SMIP-C AND UNIT REPRESENTATIVES HAVE IDENTIFIED ATHLETIC TRAINER'S WORKSPACE AND CONDUCTED COORDINATION WITH LOCAL BASE FACILITIES AS REQUIRED.

5.4. PHYSICIAN SUPERVISOR. PER REFERENCE B, AN ASSIGNED PHYSICIAN SUPERVISOR IS REQUIRED. SPORTS MEDICINE PHYSICIANS ARE PREFERRED,

HOWEVER, ANY PRIVILEGED PHYSICIAN CAN PROVIDE THE REQUIRED MEDICAL OVERSIGHT. REFERENCE B PROVIDES EXAMPLE APPOINTMENT LETTERS AND ADDITIONAL GUIDANCE. THE MEF SURGEONS, WITH GUIDANCE FROM THE MEDICAL OFFICER OF THE MARINE CORPS, HAVE FACILITATED OVERSIGHT OF THIS REQUIREMENT.

5.5. ATHLETIC TRAINER'S EQUIPMENT WILL BE SHIPPED BY FFD TO THE UNIT ONCE THE RECEIVING UNIT CONFIRMS ATHLETIC TRAINER'S WORKSPACE. INITIAL ATHLETIC TRAINER GEAR PURCHASE WILL INCLUDE CONSUMABLE ITEMS. FFD HAS FUNDS ALLOCATED PER LOCATION TO ASSIST UNITS WITH CONSUMABLE PURCHASES FOLLOWING THE INITIAL PROCUREMENT. TO AID IN THIS EFFORT UNITS WILL TRACK CONSUMABLE USE AND REPORT REQUIREMENTS TO FFD ANNUALLY. REPORTING DETAILS WILL FOLLOW IN SEPARATE CORRESPONDENCE.

5.6. FFD WILL COORDINATE LINKUP BETWEEN THE SMIP-C AND THE ATHLETIC TRAINERS AS THEY ARE CONTRACTED AND ON BOARDED.

5.7. FFD WILL COORDINATE WITH THE UNIT AND THE ATHLETIC TRAINERS ON CAC ISSUANCE PROCEDURES.

## 6. UTILIZATION.

6.1. ALL ATHLETIC TRAINERS WILL BE UTILIZED IN ACCORDANCE WITH OPNAVINST/MCO 6400.2.

6.2. THE ATHLETIC TRAINERS ARE A COMMANDERS ASSET, EMPLOYED WHERE THE COMMANDER DEEMS MOST APPROPRIATE AND SHOULD BE VIEWED AS A SPECIAL STAFF OFFICER TO THE COMMANDER. ATHLETIC TRAINERS ARE MOST EFFECTIVE WHEN INTERACTING WITH UNIT LEADERS, FFI'S, AND MARINES

WHILE NOT DIRECTLY ENGAGED IN TREATMENT PROTOCOLS. OPTIMAL ATHLETIC TRAINER UTILIZATION ALSO INCLUDES ASSIGNMENT TO ATTEND PHYSICALLY DEMANDING EVENTS IN ORDER TO PROVIDE PROMPT ATTENTION TO INJURIES WHEN THEY OCCUR IN COLLABORATION WITH MEDICAL ASSETS ORGANIC TO UNITS.

6.3. ATHLETIC TRAINERS ARE TO SUPPORT THE MARINES OF THEIR ASSIGNED UNIT ONLY. THEY ARE A COMPLEMENT TO NAVY MEDICINE, BUT A GREEN SIDE ASSET THAT HAVE BEEN HIRED TO SUPPORT MARINES.

6.4. ATHLETIC TRAINERS ARE SLATED TO WORK 40 HOURS PER WEEK, HOWEVER DEVIATIONS TO TYPICAL WORK HOURS CAN BE MADE TO SUPPORT UNIT TRAINING. COMMUNICATION WITH INDIVIDUAL ATHLETIC TRAINERS, IN ADVANCE OF DEVIATION TO TYPICAL WORK WEEKS, IS REQUIRED. ATHLETIC TRAINERS MAY ALSO TRAVEL IN SUPPORT OF UNIT TRAINING, HOWEVER THE FFD CONTRACTING OFFICER REPRESENTATIVE (COR) MUST APPROVE THE TRAVEL IN ADVANCE.

## 7. SUPERVISION.

7.1. THE ATHLETIC TRAINERS ARE A COMMANDER'S ASSET. AS SUCH, THE MAJORITY OF AN ATHLETIC TRAINER'S DUTIES AND SUCCESS ARE CONTINGENT UPON THE ENGAGEMENT BETWEEN THE UNIT AND THE ATHLETIC TRAINERS. BECAUSE OF THE PLACEMENT, KNOWLEDGE, AND CREDENTIALING OF ATHLETIC TRAINERS THERE ARE TWO TYPES OF SUPERVISION REQUIRED; OPERATIONAL AND MEDICAL. OPERATIONAL SUPERVISION WILL BE PROVIDED BY THE OWNING UNIT. THE UNIT IS RESPONSIBLE FOR THE DAY TO DAY TASKING OF THE ATHLETIC TRAINERS. EXAMPLES WOULD BE ATTENDANCE AT PHYSICAL TRAINING EVENTS, TRAINING MEETINGS, INTERACTION WITH UNIT FFI'S, AND ADVISING

OF UNIT LEADERS.

7.2. PHYSICIAN SUPERVISION WILL BE PROVIDED BY THE ASSIGNED PHYSICIAN PER OPNAVINST/MCO 6400.2 AND IS REQUIRED WHEN AN ATHLETIC TRAINER IS OPERATING IN A MEDICAL CAPACITY. TWO SUB-CATEGORIES ARE DIRECT SUPERVISION AND INDIRECT SUPERVISION. DURING DIRECT SUPERVISION THE ATHLETIC TRAINERS AND THE PHYSICIAN SUPERVISOR ARE INVOLVED TOGETHER IN THE DIAGNOSIS AND TREATMENT OF THE PATIENT AT THE TIME SERVICE IS RENDERED. DURING INDIRECT SUPERVISION, THE ATHLETIC TRAINERS PROVIDE DIAGNOSIS AND TREATMENT OF THE PATIENT WITHOUT THE PHYSICIAN SUPERVISOR PRESENT. PHYSICIAN OVERSIGHT INCLUDES THE ASSIGNMENT OF A PHYSICIAN SUPERVISOR IN WRITING AND PERIODIC QUALITY REVIEWS UTILIZING THE NAVMED 6400/3 AND NAVMED 6400/2 FORMS. FOR THE FIRST 30 DAYS THE ATHLETIC TRAINERS MUST WORK UNDER THE DIRECT SUPERVISION OF THE PHYSICIAN SUPERVISION PER OPNAVINST/MCO 6400.2.

## 8. REPORTING.

8.1. MEDICAL REPORTING IS REQUIRED WHEN THE ATHLETIC TRAINERS ARE PRACTICING WITHIN A MEDICAL CAPACITY (I.E. REHABILITATION, TREATMENT, ETC.). THE ATHLETIC TRAINERS ARE REQUIRED TO DOCUMENT LEGIBLY AND SIGN THE MEDICAL OR TREATMENT RECORD FOR EACH PATIENT THEY EXAMINE, TREAT, OR REFER FOR ADDITIONAL EVALUATION AND TREATMENT. ADDITIONALLY, ALL ENTRIES MUST HAVE THEIR NAME AND TITLE STAMPED BELOW THEIR SIGNATURE AND MUST COMPLY WITH NAVY MEDICINE GUIDANCE ON DOCUMENTATION AND DISPOSITION OF CARE PROVIDED AS DICTATED BY THE PRACTICE ENVIRONMENT. AN ENTRY MUST BE MADE IN THE MEDICAL RECORD FOR EACH TREATMENT OR SERVICE EVENT. THIS WILL BE PRIMARILY DONE



THROUGH THE ARMED FORCES HEALTH LONGITUDINAL TECHNOLOGY APPLICATION MEDICAL REPORTING SYSTEM.

8.2. NON-MEDICAL REPORTING IS ALSO REQUIRED. ATHLETIC TRAINER PERFORMANCE ACCORDING TO THE PERFORMANCE WORK STATEMENT (PWS) IS RETAINED WITHIN THE FFD AND EVALUATION IS DEPENDENT ON COMMUNICATION BETWEEN THE UNIT REPRESENTATIVES, RESPECTIVE SMIP-C, AND THE FFD COR. THE PWS PROVIDES INFORMATION PERTINENT TO THE SCOPE OF ATHLETIC TRAINER DUTIES. ANY DEVIATION FROM THE PWS MUST BE REPORTED TO FFD. A COPY OF THE PWS WILL BE PROVIDED TO THE SMIP-C, UNIT REP, AND THE ATHLETIC TRAINERS.

8.3. ATHLETIC TRAINERS ARE EXPECTED TO REPORT MONTHLY VIA THE CONTRACTED COMPANY ON CURRENT ACTIONS, FUTURE ACTIONS, PROBLEMS ENCOUNTERED, AND ACTIONS/RESOLUTIONS REQUIRED. THESE REPORTS ARE INDEPENDENT OF UNIT AND MEDICAL REPORTING REQUIREMENTS AND ARE SOLELY THE RESPONSIBILITY OF THE CONTRACTOR.

9. FFD REQUESTS SUPPORT FROM MARINE CORPS RECRUIT DEPOTS (MCRD) AND SCHOOLS OF INFANTRY (SOI) IN SERVING AS LOCAL ATHLETIC TRAINER SUBJECT MATTER EXPERTS. THIS SUPPORT IS ENVISIONED TO BE CONSULTATIVE SHOULD OPERATING FORCE UNITS SOLICIT RECOMMENDATIONS ON ATHLETIC TRAINER UTILIZATION OR WOULD LIKE TO VISIT THE MCRDS AND SOIS TO OBSERVE ATHLETIC TRAINER BEST PRACTICES IN THESE LOCATIONS.

10. A SMIP SUPPORT WEBSITE HAS BEEN ESTABLISHED AND CAN BE FOUND AT [WWW.FITNESS.MARINES.MIL](http://WWW.FITNESS.MARINES.MIL) UNDER THE SMIP TAB. THIS WEBSITE PROVIDES ADDITIONAL POLICIES, REFERENCES, AND GUIDANCE PERTAINING TO THE SMIP PROGRAM.

11. RELEASE AUTHORIZED BY COMMANDING GENERAL, TECOM, MAJOR GENERAL  
WILLIAM F. MULLEN III.

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