



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY MEDICAL COMMAND  
2748 WORTH ROAD  
JBSA FORT SAM HOUSTON, TEXAS 78234-6000

MCPO-NCR

OTSG/MEDCOM Policy Memo 16-074

**31 AUG 2016**

Expires 31 August 2018

MEMORANDUM FOR Commanders, MEDCOM Major Subordinate Commands

SUBJECT: Policy for Use of the Defense Occupational and Environmental Health Readiness System – Industrial Hygiene (DOEHRS-IH) – Environmental Health Module (EHM)

1. References:

- a. DoD Instruction (DoDI) 6055.05, Occupational and Environmental Health, 11 November 2008.
- b. Army Regulation (AR) 11-35, Occupational and Environmental Health Risk Management, 11 May 2016.
- c. AR 40-5, Preventive Medicine, 25 May 2007.
- d. Department of the Army Pamphlet (DA PAM) 40-11, Preventive Medicine, 19 October 2009.
- e. FRAGMENTARY ORDER 1 to OPERATION ORDER 12-26 (MEDCOM PUBLIC HEALTH ENTERPRISE RAPID EXPERIMENT), 11 December 2012.

2. Purpose: To establish continuance of existing policy (reference 1d.) and provide guidance for using DOEHRS-IH EHM to manage and document environmental health data on Army installations.

3. Proponent: The proponent for this policy is Deputy Chief of Staff for Public Health (DCS, PH).

4. Policy: All MEDCOM public health personnel (installation preventive medicine [PVNTMED] activities, Regional Health Commands [RHC], and the Army Public Health

\*This policy memo supersedes OTSG/MEDCOM Policy Memo 14-063, 04 Aug 14, subject: Policy for use of the Defense Occupational and Environmental Health Readiness System – Industrial Hygiene (DOEHRS-IH) – Environmental Health Module (EHM).

MCPO-NCR

**SUBJECT: Policy for Use of the Defense Occupational and Environmental Health Readiness System – Industrial Hygiene (DOEHRS-IH) – Environmental Health Module (EHM)**

Center) will use DOEHRS-IH EHM to manage and document environmental health data in accordance with the DOEHRS-IH EHM Implementation Plan. Implementation of this policy will be tracked and reported using the Army Public Health Enterprise environmental health program status report (EHPSR) (reference 1d.).

**5. Background:**

a. DOEHRS-IH is a Deputy Under Secretary of Defense for Installations and Environment (DUSD(I&E)) application, funded by the Military Health System (MHS) to document, manage, and archive occupational and environmental health (OEH) data for garrison and deployment operations. DOEHRS-IH is also the DoD's system of record for informing OEH risk management and a foundational system for the individual longitudinal exposure record.

b. Department of Defense policy requires the Services to implement the use of DOEHRS-IH at all Army Active, National Guard, and Reserve Installations and facilities to document exposures and manage health risks during all phases of military operations (reference 1a). To meet this requirement, public health personnel at all levels must incorporate the use of DOEHRS-IH in their activities.

c. The DOEHRS-IH application has multiple modules. These include Industrial Hygiene (IH), Environmental Health (EH), Radiation (RAD), Incident Reporting (IR), Registry (REG) and Food Protection (FP). This policy is only applicable to the EH module (EHM); specifically the functions related to general and food sanitation inspections and water surveillance.

d. Since food protection and sanitation are a shared goal of preventive medicine and veterinary science professionals, each specialty will have the ability to enter data into DOEHRS. Veterinary science personnel will enter pertinent data through the FP module; preventive medicine personnel will enter data through the EHM.

e. DOEHRS-IH is a web-based platform which requires internet access to enter data. Users need the following items to connect to the web-based application; Common Access Card (CAC) enabled computer or mobile device, continuous access to the internet through a wired or wireless connection, and a DoD issued CAC. All hardware is provided by MEDCOM or the installation

**6. Training: Standardized initial and sustainment training for DOEHRS-IH EHM will be coordinated and developed by the Army Medical Department Center and School**

MCPO-NCR

**SUBJECT: Policy for Use of the Defense Occupational and Environmental Health Readiness System – Industrial Hygiene (DOEHRS-IH) – Environmental Health Module (EHM)**

(AMEDDC&S) with the support of US Army Public Health Center (Provisional) (APHC(P)). Initial training will be conducted by APHC(P) or the onsite active Installation PVNTMED. The APHC(P) will coordinate sustainment training with RHC public health assets.

7. Implementation: All aspects of this policy shall be adhered to and will be monitored with the EHPSR.

8. Responsibilities:

a. MEDCOM DCS, PH [Public Health Directorate (PHD)]:

(1) Develop DOEHRS-IH EH policy with assistance from APHC(P), and update as required.

(2) Assist APHC(P) in DOEHRS-IH implementation and program sustainment.

(3) Add DOEHRS-IH EHM to the OIP checklist to ensure installation level PVNTMED personnel implement the program and that RPHCs provide oversight.

b. APHC(P):

(1) Assist DCS, PH (PHD) with developing and updating DOEHRS-IH Environmental Health policy.

(2) Support AMEDD C&S and Medical Education Training Center development and delivery of initial DOEHRS-IH EHM training.

(3) Provide oversight of DOEHRS-IH Environmental Health implementation and program sustainment. Establish procedures to use the EHM to populate the EHPSR and to inform Army Medicine Campaign Plan 2020 metrics and reporting.

(4) Provide support to installation PVNTMED and RHC personnel by coordinating and communicating DOEHRS-IH EHM support requests and support activities.

(5) Develop and conduct DOEHRS-IH EHM training, user guides and tools in conjunction with the AMEDDC&S for worldwide delivery.

**MCPO-NCR**

**SUBJECT: Policy for Use of the Defense Occupational and Environmental Health Readiness System – Industrial Hygiene (DOEHRS-IH) – Environmental Health Module (EHM)**

(6) Upon request, provide initial and/or sustainment training for DOEHRS-IH EHM (e.g., as part of an Installation EH Program technical assistance visit).

(7) Support the development and updating of policy, doctrine, and training.

(8) Identify and communicate best practices and trends.

(9) Ensure personnel are trained on DOEHRS-IH EHM.

(10) Ensure data collection structure in DOEHRS-IH EHM has been coordinated with installation PVNTMED and RHC.

(11) Ensure EH data is entered in DOEHRS-IH EHM and appropriate quality assurance procedures are in place and executed.

**c. RHCs:**

(1) Ensure implementation and execution of DOEHRS-IH EHM activities and use EHM data to evaluate EH Programs.

(2) Ensure personnel are trained on DOEHRS-IH EHM.

(3) Ensure data collection structure in DOEHRS-IH EHM has been coordinated with installation PVNTMED and APHC(P).

(4) Ensure EH data is entered in DOEHRS-IH EHM and appropriate quality assurance procedures are in place and executed.

**d. AMEDDC&S:**

(1) Develop initial and sustainment DOEHRS-IH EHM training and doctrine with oversight from DCS, PH (PHD) and assistance from APHC(P).

(2) Integrate DOEHRS-IH EHM training into existing AMEDDC&S curriculum, as appropriate.

**e. Installation PVNTMED:**

(1) Ensure personnel are trained on DOEHRS-IH EHM.

MCPO-NCR

SUBJECT: Policy for Use of the Defense Occupational and Environmental Health Readiness System – Industrial Hygiene (DOEHRS-IH) – Environmental Health Module (EHM)

(2) Ensure data collection structure in DOEHRS-IH EHM has been coordinated with APHC(P) and RHC.

(3) Ensure EH data is entered in DOEHRS-IH EHM and appropriate quality assurance procedures are in place and executed.

9. Procedures: Specific procedures for use of DOEHRS-IH EHM are outlined in the DOEHRS-IH EHM Implementation Plan and guidance on how to perform these tasks can be obtained at

[https://phc.amedd.army.mil/topics/envirohealth/hrasm/Pages/DOEHRS\\_Resources.aspx](https://phc.amedd.army.mil/topics/envirohealth/hrasm/Pages/DOEHRS_Resources.aspx) and/or from the Points of Contact identified below.

FOR THE COMMANDER:



ROBERT L. GOODMAN  
Chief of Staff

Encl  
as

## **DOEHRS-IH EHM Implementation Plan**

Adjustments may be made to this implementation plan if other policy or DOEHRS-IH EHM requirements change. The Army Medical Public Health Enterprise (PHE) developed metrics for implementation.

### **Phase 1. General and food facility sanitation facilities entered in DOEHRS-IH EHM.**

1. The APHC(P) in coordination with PHE will develop and promulgate procedures and training to ensure general and food sanitation facilities are entered in DOEHRS-IH EHM.
2. APHC(P) will distribute a spreadsheet to installation PVNTMED/PH personnel to complete and return to identify general and food sanitation facilities.
3. Installation PVNTMED/PH personnel with assistance from APHC(P) will build the installation facility structure in the DOEHRS-IH EHM.
4. Installation PVNTMED/PH personnel will coordinate with APHC(P) to ensure new or temporary facilities are added to the DOEHRS-IH EHM as these facilities become operational.

### **Phase 2. Surveys being entered associated to Facilities in DOEHRS-IH EHM.**

1. Installation PVNTMED/PH personnel will enter surveys and inspections of general and food sanitation facilities conducted after 31 December 2014 in DOEHRS-IH EHM within 10 days after completion of the survey or inspection.
2. Installation PVNTMED/PH personnel will coordinate with FORSCOM, other Service, and Reserve Component PVNTMED/PH personnel as well as IMCOM personnel or contractor personnel who may be conducting general and food service sanitation facility surveys and inspections to ensure all relevant data is entered in the EHM.

### **Phase 3. Water Systems and Water System Components (WSC) are entered in DOEHRS-IH EHM.**

1. The APHC(P) in coordination with PHE will develop and promulgate procedures and training to ensure Water Systems and WSCs are entered into DOEHRS-IH EHM.
2. Installation PVNTMED/PH personnel with assistance from APHC(P) and/or PHC-Region personnel will build the installation Water Systems and WSC surveys in the DOEHRS-IH EHM.
3. Installation PVNTMED/PH personnel will coordinate with APHC(P) to ensure new or temporary Water Systems and WSCs are added to the DOEHRS-IH EHM.

## DOEHRS-IH Environmental Health Module Implementation Plan

### **Phase 4. Water System sampling points associated to WSC in DOEHRs-IH EHM.**

1. The APHC(P) in coordination with PHE will develop and promulgate procedures and training to ensure water sampling points associated with WSC are entered into DOEHRs-IH EHM.
2. Installation PVNTMED/PH personnel with assistance from APHC(P) and/or PHC-Region personnel will build the installation water system sampling points in the DOEHRs-IH EHM.
3. Installation PVNTMED/PH personnel will coordinate with APHC(P) to ensure new or temporary water system sampling points are added to the DOEHRs-IH EHM.

### **Phase 5. Routine Quality Assurance (QA) and Laboratory analyzed water samples being entered in DOEHRs-EH**

1. Installation PVNTMED/PH personnel will enter QA water samples and associated results conducted after 30 June 2015 DOEHRs-IH EHM within 10 days after completion of the sampling.
2. Installation PVNTMED/PH personnel will coordinate with FORSCOM, other Service, and Reserve Component PVNTMED/PH personnel as well as IMCOM personnel or contractor personnel who may be conducting routine water sampling to ensure all relevant data is entered in the EHM.
3. APHC(P) will enter Installation water samples analyzed by the APHC(P)s laboratory and import and/or associate the corresponding laboratory results.

### **Phase 6. Additional Capabilities Implementation**

1. In coordination with DCS, PH (PHD), APHC(P) will identify additional capabilities in the EHM for implementation.
2. In coordination with DCS, PH (PHD) and the Army Medical Department and School, APHC(P) will develop and promulgate procedures and training for any additional EHM capabilities as required.