



DEPARTMENT OF THE NAVY  
UNITED STATES NAVAL ACADEMY  
121 BLAKE ROAD  
ANNAPOLIS MARYLAND 21402-1300

USNAINST 6130.1A  
25/NHC

SEP 11 2008

USNA INSTRUCTION 6130.1A

From: Superintendent, United States Naval Academy

Subj: PROCESSING OF MIDSHIPMEN MEDICAL EVALUATION BOARDS

Ref: (a) SECNAVINST 1850.4E  
(b) MANMED CH 18-29  
(c) NAVMED 6100/1  
(d) NAVMED 6100/2

1. Purpose. To set forth U.S. Naval Academy (USNA) policy and procedure, per references (a) and (b), for the efficient, fair, and concise processing of Midshipmen Medical Evaluation Boards (MMEB). The procedures and policies stated in this instruction are designed to mirror fleet practice and to provide midshipmen with a clear understanding of their due process rights with regard to possible medical separation.

2. Cancellation. USNA Instruction 6130.1

3. Applicability. This instruction applies only to Midshipmen attending the USNA.

4. Policy. Per references (a) and (b), midshipmen are eligible for evaluation by a Medical Evaluation Board (MEB) or review by the Physical Evaluation Board (PEB). In order to fully evaluate the medical condition and commissionability of midshipmen, to provide due process, and to ensure midshipmen understand all processes involved, this instruction creates a board redress similar to the fleet model.

a. Except when requested by a midshipman, disenrollment from the USNA because of medical disqualification shall not be made without conducting a MMEB. The majority of MMEBs are convened at Naval Health Clinic Annapolis (NHCLA). In instances when MMEBs are convened at a medical facility other than NHCLA, the NHCLA Commanding Officer shall track these cases and ensure updates are provided to NHCLA and USNA during the process.

b. MMEBs should be processed expeditiously. The processing of a MMEB should normally be twenty (20) business days. This period shall commence at the time the MMEB is dictated by the medical provider and end when the Commanding Officer of NMCLA forwards the MMEB.

c. Typically, midshipmen should not be granted leave pending medical separation status during the processing of their MMEB until such time as they have either elected to waive submission or rebuttal, or have submitted said rebuttal, read this instruction and have completed all out-processing requirements. If circumstances warrant granting a midshipman leave pending medical separation status prior to meeting these conditions, it is the responsibility of the midshipman to provide current contact information to the Midshipmen Personnel Office.

5. Processing. A MMEB consists of two physicians that will review the midshipman's physical condition and/or develop a treatment plan for the midshipman. Whenever possible, one of the

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physicians should have a warfare qualification (e.g. Flight Surgeon/Surface MED) as this adds expertise with fleet/operational medical requirements. The MMEB shall require the signature of a psychiatrist as an additional provider if it is a mental health evaluation. The following process shall be followed for all MMEBs:

a. The treating physician will send the midshipman diagnosed with a condition warranting separation to the Medical Board Coordinator's office located at NMCLA to commence processing of the MMEB.

b. The Medical Board Coordinator shall ensure the Medical Board Coversheet, reference (c), is completed and the original is placed in the midshipman's medical record, distributing copies to all concerned, including the midshipman.

c. The physician shall dictate the MMEB and forward the recording of said dictation to the Medical Board Coordinator for transcription. Once the draft transcription of the MMEB is completed, the Medical Board Coordinator shall forward the draft transcription to the medical provider for review.

d. After the physician's review of the MMEB is complete, it shall be forwarded to the Medical Board Coordinator to provide to the midshipman for review. If the midshipman elects to submit rebuttal to the MMEB, the midshipman shall have five (5) business days, commencing the day after the midshipman receives said medical board, to submit a rebuttal. The midshipman will receive an additional three (3) business days to submit his rebuttal upon requesting to speak with legal counsel regarding his MMEB. Upon receipt of the midshipman's rebuttal, if any, the medical provider shall have five (5) business days, commencing the day after the medical provider receives said rebuttal, to submit a surrebuttal. Once the surrebuttal is received, if any, the MMEB shall be forwarded to the Commanding Officer, NHCLA, for signature and action.

e. If the Commanding Officer, NHCLA, agrees with the MMEB's recommendation, he shall forward the MMEB package, via certified mail, to the PEB at the Navy Yard.

6. Implementation and Action. The provisions of this instruction will be effective upon receipt. Departments will review and revise as necessary all orders, regulations, and instructions to comply with these provisions.

/S/  
J. L. FOWLER

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