

Personnel Processing
PROCESSING OF P3 AND P4 PROFILES

SUMMARY. This regulation explains the operating procedures for processing P3 and P4 profiles on Fort Hood.

APPLICABILITY. This regulation applies to Active Component forces assigned to III Corps and Fort Hood. In the event of full mobilization, the requirements of this regulation remain in full effect.

INTERIM CHANGES. Interim changes to this regulation are not official unless they are authenticated by the Directorate of Information Management (DOIM). Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

SUPPLEMENTATION. Supplementation of this regulation is prohibited without prior approval of the III Corps Adjutant General (AG).

SUGGESTED IMPROVEMENTS. The proponent of this regulation is the III Corps AG. Users are invited to send comments and suggested improvements to Commander, III Corps and Fort Hood, ATTN: AFZF-AGP-S-E, Fort Hood, Texas 76544-5056.

OVERVIEW

Purpose

This regulation prescribes

- procedures for processing
 - military occupational specialty (MOS) Medical Retention Boards (MMRBs),
 - Medical Evaluation Boards (MEBs), and
 - Physical Evaluation Boards (PEBs).
- operational considerations and procedures to identify new P3 and P4 candidates.

1a

References

Required publication

AR 40-501 Standards of Medical Fitness. (Cited in paras 2c and 5b.)

Related publications

AR 40-3 Medical, Dental, and Veterinary Care

AR 600-8-101 Personnel Processing (In-and-Out and Mobilization Processing)

(continued on next page)

References (cont)	AR 600-60	Physical Performance Evaluation System
	AR 611-101	Personnel Selection and Classification, Commissioned Officer Classification System
	AR 611-112	Personnel Selection and Classification, Manual of Warrant Officer Military Occupational Specialties
	AR 611-201	Enlisted Career Management Fields and Military Occupational Specialties
	AR 635-40	Physical Evaluation for Retention, Retirement or Separation

Referenced forms

DA Form 3349	Physical Profile
DA Form 4187	Personnel Action
DD Form 689	Individual Sick Slip

1b

Abbreviations Abbreviations used in this regulation are explained in the glossary.

1c

RESPONSIBILITIES

2

AG

AG

- serves as proponent for MMRB.
- coordinates with commanders to initiate MMRB process.
- receives P3 and P4 profiles from the Medical Treatment Facility and distributes to major subordinate command (MSC) for use by the battalion commander and supporting Personnel Service Company (PSC).
- checks health records of incoming soldiers for P3 and P4 profiles and Military Personnel Records Jacket, US Army (MPRJ) for results of MMRB action.

2a

**MSC
Commander**

The MSC commander screens unit rosters for completion of information to III Corps AG.

2b

**MEDDAC
Commander**

The medical department activity (MEDDAC) commander

- determines need for profile of soldiers treated in MEDDAC facilities and Health Services Areas of 177 counties in Texas (using guidelines in AR 40-501).
- conducts PEBs on soldiers identified with physical conditions which may limit their ability to perform military duties.
- provides the III Corps AG, division G1, or corps support command (COSCOM) Assistant Chief of Staff, Personnel (ACSPER) with 3 copies of soldier's profile (DA Form 3349 (Physical Profile)) and the battalion or separate company commander an information copy.
- conducts MEB on soldiers whose physical conditions do not meet retention standards of AR 40-501.
- provides individual soldier counseling and command information regarding rights, disability decisions, and disability entitlements before and during the soldier's processing through the Army Physical Disability Evaluation System (APDES).
- provides III Corps AG an updated list of APDES personnel (by MSC) monthly.
- provides medical officers to serve as members of the MMRB under provisions of AR 600-60 for III Corps nondivisional units.

2c

**Battalion
Commander**

The battalion commander

- receives monthly roster from III Corps AG listing soldiers with P3 and P4 profiles.
- initiates necessary paperwork for MMRB packet.
- provides soldier a copy of profile.
- screens soldiers for
 - expiration term of service (ETS),
 - retirement,
 - PEB,
 - MEB,
 - MMRB, and
 - other pertinent information.
- provides III Corps AG a monthly updated list of soldiers possessing P3 or P4 profiles.
- requests fitness determinations as necessary by sending a completed DD Form 689 (Individual Sick Slip) to the Troop Medical Clinic serving the unit whenever the commander suspects the soldier possesses a medical problem.
- accomplishes all line of duty determinations expeditiously.

(continued on next page)

Battalion
Commander
(cont)

- forwards requests for soldiers excused from MMRB appearance in writing to the board recorder at least 30 days prior to the convening board.
- monitors status of soldiers in PEB program.
- provides personnel and command information requested by the MEDDAC to support the formulation of the MEB/PEB packet expeditiously.
- ensures soldiers identified for MEB/PEB processing are removed from levies, deployments, or temporary duty (TDY) which would potentially interfere with the soldiers MEB/PEB processing and counseling.
- ensures soldiers are immediately available for scheduled appointments at the MEDDAC for counseling and MEB/PEB signatures at all stages of processing.
- obtains the concurrence of the MEDDAC Physical Evaluation Board Liaison Office (PEBLO) anytime the soldier being processed in the APDES requests absence due to ordinary leave to ensure the MEB/PEB is not delayed

2d

IDENTIFYING SOLDIERS NEEDING MMRB

3

AG

AG identifies soldier in need of MMRB upon soldier's arrival at Fort Hood.

3a

DACH

Darnall Army Community Hospital (DACH) recommends MMRB when soldier is awarded a new or updated profile.

3b

Unit Commander

Unit commander recommends MMRB after review of P3 and P4 profile list (AG provides).

3c

STANDARDS

4

MMRB

For MMRB, soldiers will be boarded within 60 days after P3 or P4 profile is awarded or after arrival at Fort Hood.

4a

Reclassification

MSC commanders will forward requests for reclassification within 15 days of notification of General Court Martial Convening Authority (GCMCA) decision.

4b

MEB

MEBs are completed within 50 days from the date of the physical examination, per The Surgeon General guidelines.

4c

PEB

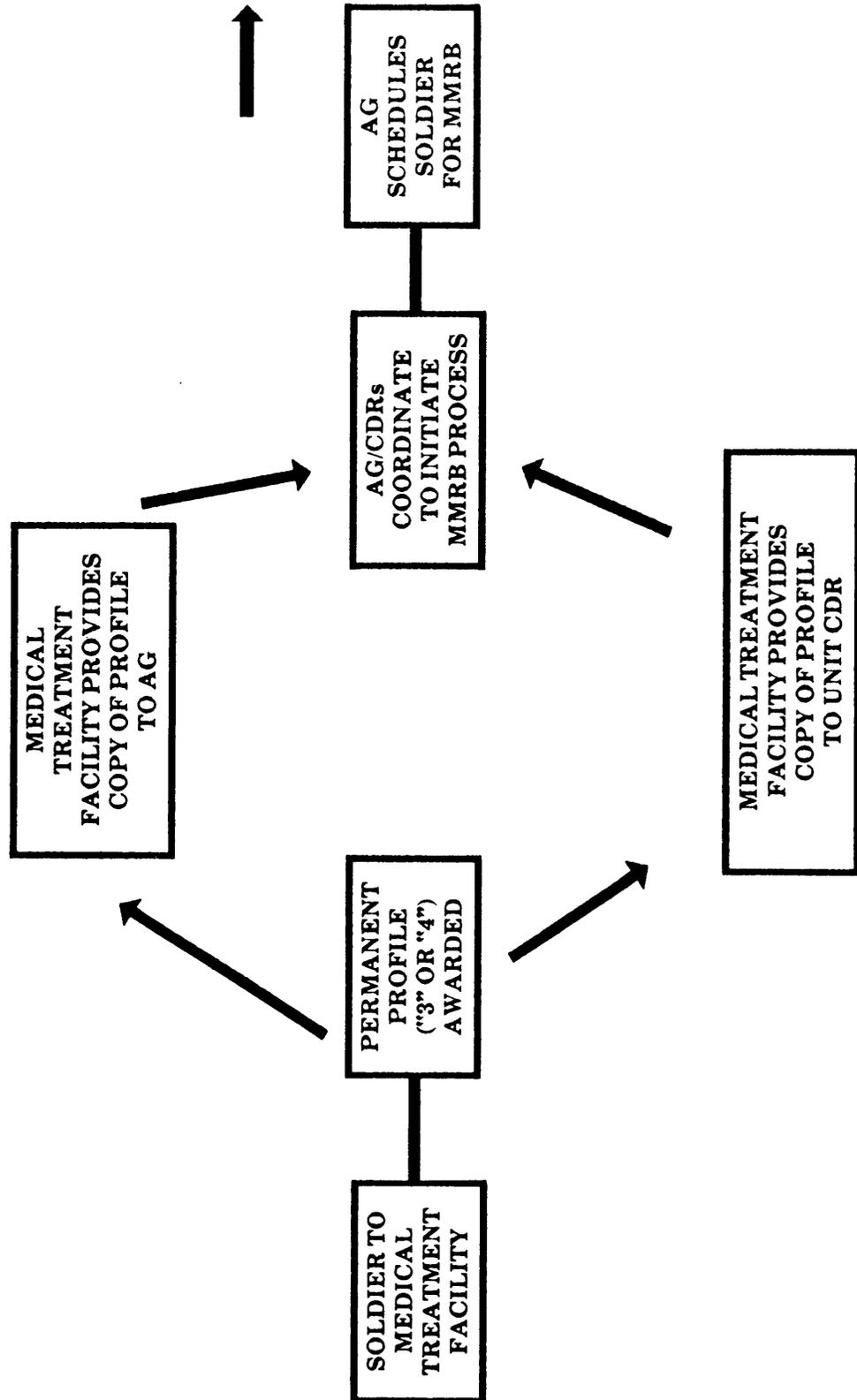
PEBs will be completed, with United States Army Physical Disability Agency (USAPDA) determination, approximately 45 days after completion of MEB.

4d

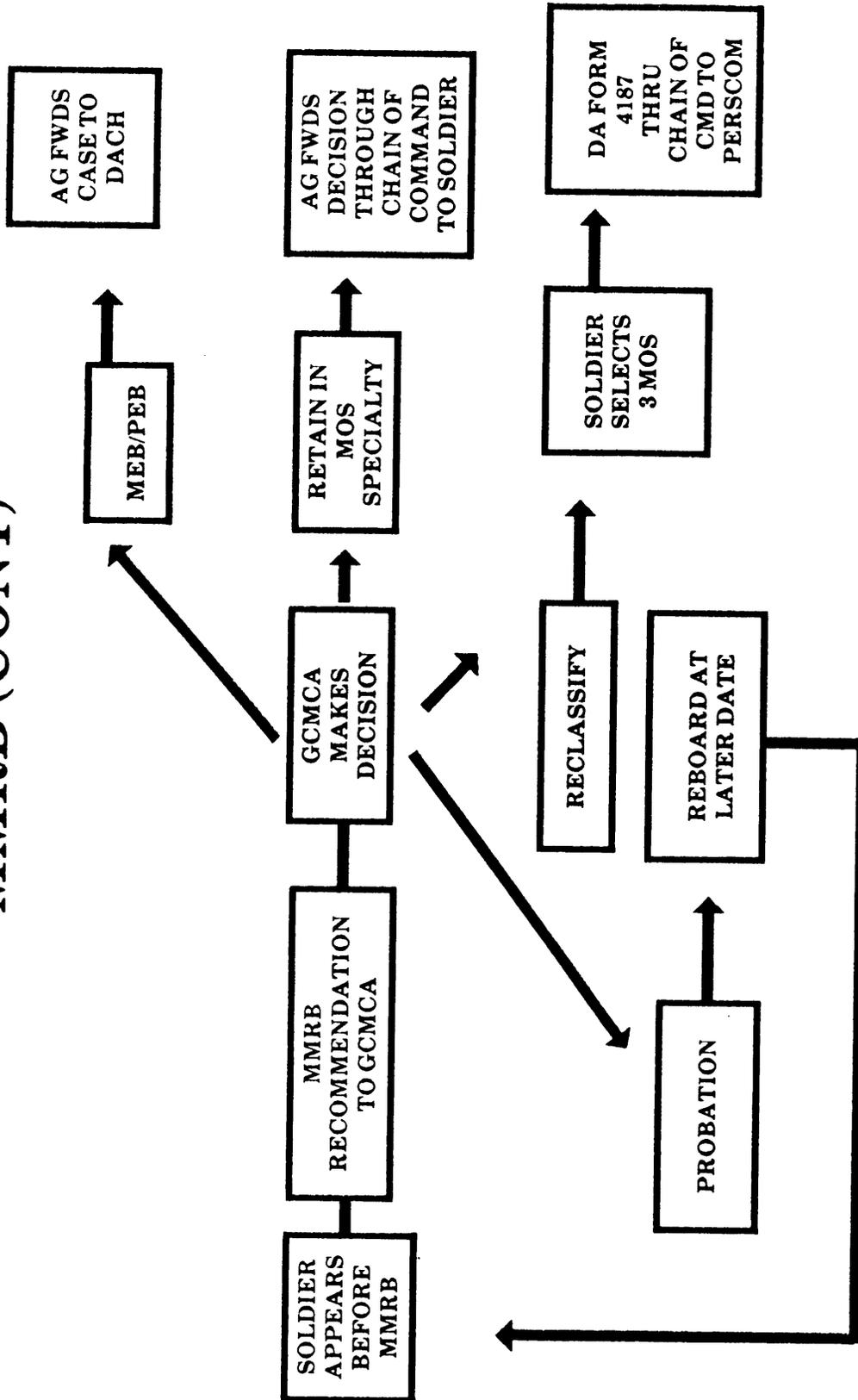
Delays	Delays in MEB/PEB can be expected due to <ul style="list-style-type: none">● medical care needs,● formal boards,● soldiers' rebuttals, and● incomplete line of duty determinations.	<u>4e</u>
<hr/>		
SCHEDULING	<u>5</u>	
<hr/>		
MMRB	III Corps AG will prepare and release a monthly schedule of MMRB presidents and board members to nondivisional MSCs. Divisions and 13th COSCOM conduct their own MMRBs.	<u>5a</u>
<hr/>		
Profiles	Technical and medical administrative control of profiling activities and the issue of profiles are governed by AR 40-501. P3 and P4 profiles will be approved for issue by the Deputy Commander for Clinical Services, MEDDAC. The unit commander, military personnel office, and soldier copies of DA Form 3349 will be forwarded to III Corps AG for III Corps units, the division G1 Strength Management Section for divisional units, or ACSPER for 13th COSCOM.	<u>5b</u>
<hr/>		
MEB/PEB	Medical and physical evaluation boards are <ul style="list-style-type: none">● initiated per AR 40-3 or AR 600-60 and processed through the APDES per AR 635-40.● an administrative due process activity requiring extensive medical and personnel evaluation. The soldier's indeterminate line of duty status as well as rebuttal rights can extend the process for prolonged periods of time. Final decision on disposition on soldier's case will be determined by United States Total Army Personnel Command (PERSCOM). Questions concerning MEB/PEB should be addressed to the PEBLO at MEDDAC.	<u>5c</u>
<hr/>		
Physical Disability	See charts at appendix A for physical disability processing.	<u>5d</u>

Appendix A
APDES FLOW CHARTS

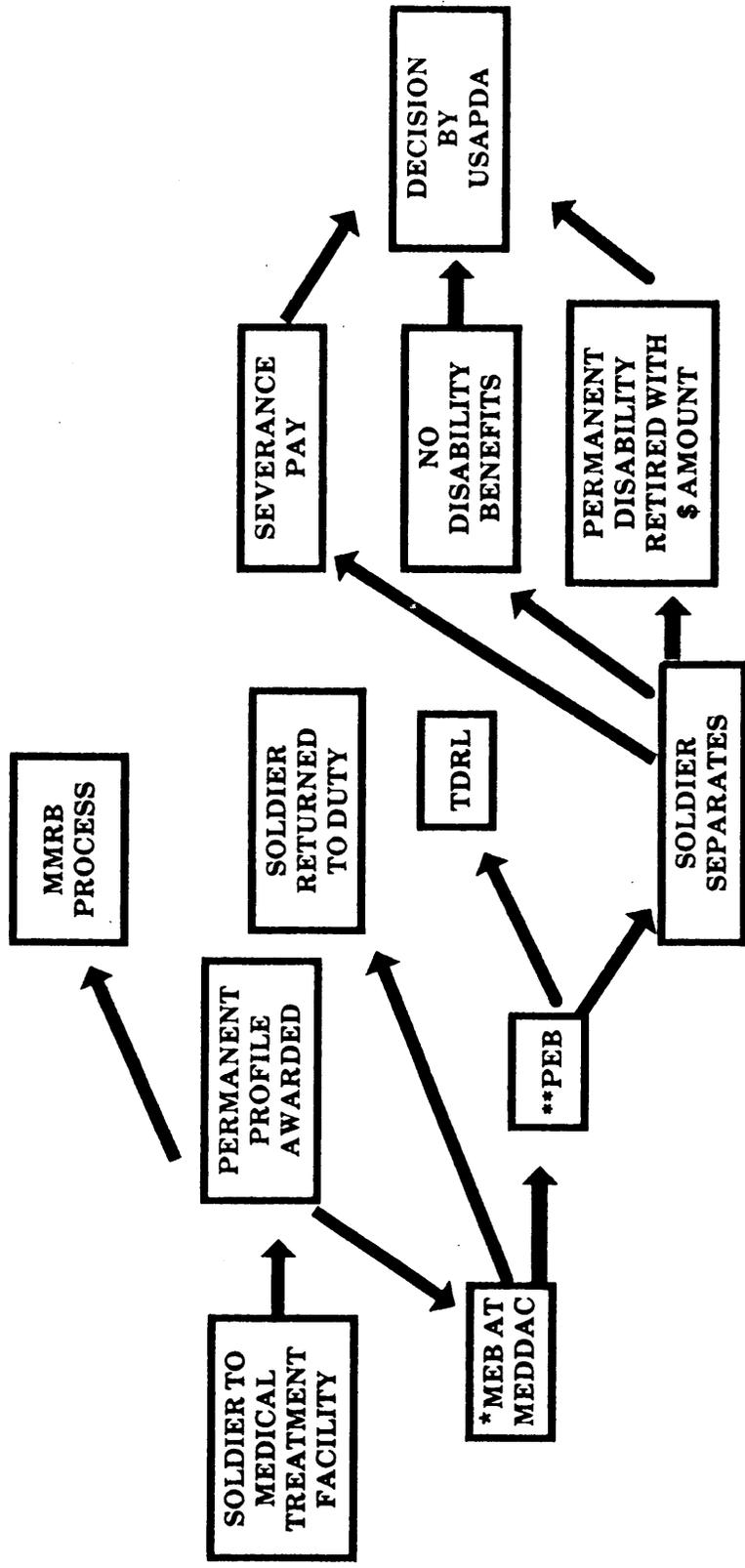
MMRB



MMRB (CONT)



MEB/PEB



*MEB can be delayed by further clinical evaluation and medical care.
**PEB delays can be expected with formal boards, soldier's rebuttals, and incomplete line of duty determination.

Glossary

ABBREVIATIONS

ACSPER	Assistant Chief of Staff, Personnel
AG	Adjutant General
APDES	Army Physical Disability Evaluation System
AR	Army regulation
COSCOM	corps support command
DA	Department of the Army
DACH	Darnall Army Community Hospital
DOIM	Directorate of Information Management
ETS	expiration term of service
GCMCA	General Court Martial Convening Authority
MEB	Medical Evaluation Board
MEDDAC	medical department activity
MMRB	MOS/Medical Retention Board
MOS	military occupational specialty
MPRJ	Military Personnel Records Jacket, US Army
MSC	major subordinate command
PEB	Physical Evaluation Board
PEBLO	Physical Evaluation Board Liaison Office
PERSCOM	United States Total Army Personnel Command
PSC	Personnel Service Company
TDRL	Temporary Disability Retired List
TDY	temporary duty
USAPDA	United States Army Physical Disability Agency

The proponent of this regulation is the III Corps Adjutant General.

FOR THE COMMANDER:



ROBERT S. COFFEY
Brigadier General, GS
Chief of Staff

STEPHEN J. BERTOCCHI
LTC, SC
DOIM

DISTRIBUTION:
IAW FH Form 1853, B
Plus: IM-Pubs (100)
IM-AO (5)
IM-ARL (2)