



UNITED STATES MARINE CORPS
I MARINE EXPEDITIONARY FORCE
U. S. MARINE CORPS FORCES, PACIFIC
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IN REPLY REFER TO:
6000
SURG
SEP 19 2016

LETTER OF INSTRUCTION 18-16

From: Commanding General, I Marine Expeditionary Force
To: Distribution List

Subj: LETTER OF INSTRUCTION FOR THE I MARINE EXPEDITIONARY
FORCE MEDICAL DEPARTMENT OFFICER ORIENTATION, 26-
28 SEPTEMBER 2016

Encl: (1) I MEF Medical Department Orientation Schedule

1. Situation. To publish information on the I Marine Expeditionary Force (MEF) Medical Department Officer (MDO) Orientation scheduled to be held on 26-28 September 2016 at the Marine Centered Medical Home (MCMH) Clinic, 2nd Deck Conference Room, Marine Corps Air Ground Combat Center (MCAGCC), Twentynine Palms, California.

2. Mission. Principal medical staff will provide information and training to all MDOs assigned to the I MEF in order to ensure the highest level of medical support and readiness.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The target audience is all Medical Corps Officers and Physician Assistants who have checked into I MEF in the past six months; however, any Medical Corps Officer and/or Physician Assistant are welcome to attend. The orientation will provide all attendees with training on I MEF medical staff policies and procedures, professional development, Navy and health care administration, management of unit medical readiness, and selected preventive medicine topics. Additionally, the Traumatic Brain Injury (TBI) symposium on 28 September 2016 will satisfy the additional guidance on management of TBI. Finally, all presentations shall include recognized best practices and lessons learned.

(2) Concept of Operations. The orientation will be held at the MCMH Clinic Conference Room, MCAGCC, Twentynine Palms,

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California from 26-27 September 2016. It will be followed by the TBI Symposium on 28 September 2016 (location to be determined). Enclosure (1) is a schedule of the training topics.

b. Subordinate Element Missions

(1) I MEF Surgeon's Office. Provide coordination and intent.

(2) 1st Marine Division Surgeon/Health Services Support Office

(a) Serve as the primary coordinator of the event.

(b) Provide guidance and support in the development of topic presentations.

(c) Coordinate with MCMH Clinic to ensure media support is available for the delivery of each period of instruction.

(d) Coordinate with Defense and Veteran's Brain Injury Center to ensure a smooth transition into the TBI Symposium on 28 September 2016.

(3) 1st Marine Logistics Group Surgeon. Provide subject matter experts and ensure attendance.

(4) 3d Marine Aircraft Wing Surgeon. Provide subject matter experts and ensure attendance.

(5) I MEF Headquarters Group Surgeon. Provide subject matter experts and ensure attendance.

c. Coordinating Instructions

(1) Personnel providing a brief should arrive no later than 15 minutes prior to their scheduled brief times as delineated in enclosure (1).

(2) Personnel providing a brief should ensure that their slides are complete and submitted to Captain Carstairs, Division Surgeon, no later than Friday, 23 September 2016.

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(3) The uniform for this event is the uniform of the day (Digital Desert Camouflage Marine Corps Combat Utility Uniform, khakis or Flight Suits).

4. Administration and Logistics. Directives issued by these headquarters are published and distributed electronically.

5. Command and Signal.

a. Command. Point of contact is Lieutenant Commander David Klimaski, 7th Marine Regimental Surgeon at (760) 830-7876 or email david.klimaski@usmc.mil.

b. Signal. This Letter of Instruction is effective the date signed.


J. J. RUSSELL
Chief of Staff

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**1 MEF MEDICAL DEPARTMENT OFFICER ORIENTATION AGENDA
 MCAGCC MCMH CLINIC CONFERENCE ROOM, 26-28 SEPTEMBER 2016**

Monday (September 26)		
0730-0800	Introductions and Overview	
0800-0900	MEF credentials review and privileging program	
0900-1000	MEF Medical Staff Organization, Policies & Procedures	
	BREAK	
1015-1045	Individual Medical Readiness and overview of the Medical Readiness Reporting System	
1045-1115	Periodic Health Assessments: Readiness & Health Promotion	
1115-1145	Deployment Health and the Deployment Cycle	
	LUNCH	
1300-1400	Physical Examinations: special duty, separation, occ health, fitness for duty, etc.	
1400-1430	Medically Restricted Duty: SID, Con Leave, Light Duty, LMDU	
1430-1500	Disability Evaluation System vs. Ad Sep for Non-Disability	
	BREAK	
1515-1545	MEF Mental Health Care Services and Support	
1545-1630	MDO professional development: clinical, operational, executive	
Tuesday (September 27)		
0800-0900	MCMH and MTF Support Relationships	
0900-0945	NHCP Medical Training & IT Resources	
	BREAK	
1000-1045	Consult and Referral Procedures	
1045-1130	Health Promotions & Health Promotion Programs	
	LUNCH	
1300-1400	Ancillary Services	
1400-1500	Military Immunizations Program: Standards & Administration	
1500-1600	Wounded Warrior Battalion-West	
Wednesday (September 28)		
0800-1600	Annual TBI Training	Mr. Clint Pearman