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Georgia State Defense Force
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STANDING OPERATING PROCEDURE
NUMBER 600-63

15 May 2005

INDIVIDUAL MEDICAL PROFILE ASSESSMENT

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Form 600-63A - Confidential Medical Profile Assessment	

Purpose. The Georgia State Defense Force (GSDF) Medical Profiling Program is designed to insure insomuch as is possible, that each unit commander has a clear assessment of the medical condition and limitations of troops under his/her respective command. Such knowledge is requisite to informed decision making concerning safe and effective employment of assigned personnel. The validity of the program is dependent upon accurate and complete information being provided by the individual soldier that is then reviewed by competent medical authority by the unit commander.

Participation. Every GSDF officer, non-commissioned officer and soldier is urged to participate in this program in the interests of their own health and wellbeing and for the benefit of GSDF in determining appropriate physical demand levels of duty assignments for individual members. Non-participation will affect field operational duty assignments and may impact on retention considerations.

Responsibilities.

- a. Form Completion. - Each individual member should carefully and fully complete his/her parts of

the attached Individual Medical Profile Assessment Form 600-63A to provide their own assessment of their capabilities. The Form will be completed and reviewed a GSDF professional (nurse or physician). The medical professional in coordination with the unit commander shall then make a binding determination concerning the soldiers capacity level for duty performance, i.e., classified as capable of Unrestricted duty or classified Restricted duty and limited to non-health hazardous type activities.

b. Program Conformance. -The unit commander or supervisor and the individual soldier then bear joint responsibility for insuring that appropriate field and duty assignments are made. The member must bear in mind his/her health or physical limitations and advise commanders or their subordinates if he or she believes an assignment has been made that will jeopardize their health or safety. No member is obliged to accept an assignment that he or she believes will result in injury.

Implementation.

a HQ and Field Units. - GSDF headquarters staff and all subordinate units are to begin medical profile assessments no later than 1 June, 2005 for all personnel officially assigned to their command as of that date. Personnel recruited into GSDF thereafter will be certified no later than 30 days following completion of IET and assignment to an operational GSDF unit or headquarters staff element, or upon the earliest availability date thereafter of a qualified GSDF medical professional.

b. Medical Resources. – GSDF Brigade commanders shall coordinate the scheduling of their brigade medical detachment personnel to support their subordinate units in meeting the requirements of this medical profiling program HQ GSDF medical staff shall overview the implementation of this program and the scheduling of Regional MEDDET resources and available, uncommitted brigade medical resources to assist those GSDF units that do not possess integral medical personnel.

Profile Updates.

a. Health Changes. - Every GSDF member shall promptly notify his or her commander of any change in their health or physical capabilities that would affect their medical profile classification.

b. Periodic Updates. - Effective on their birth month, every GSDF member below 60 years of age shall prepare and submit an updated Individual Medical Profile Assessment Form 600-63A every fourth year during the month of their birth.. Members between 60 and 70 years of age shall prepare and submit an update every second year and members over 70 every year during the month of their birth.

Records Maintenance.

a. Records Classification. - GSDF Medical Profile Assessment Forms are **Confidential Medical Records**. They are to be accessed and reviewed only by those GSDF medical professionals assigned or designated to perform this duty, and by the unit commanders concerned. Once the review is completed and a duty classification determination has been made, original copies of Medical Readiness Certification Forms will be conveyed in a secure manner to ACofS,G1 for inclusion in the

soldiers 201 File, in secure storage in the Headquarters, GSDF ACoS, G1 Division files at Confederate Avenue.

b. Records Security. - The unit copy of the individual's Medical Readiness Certification Form shall be placed and kept in a secure file at no lower than brigade or equivalent major unit headquarters level. **Unit commanders shall ensure protection of all copies of medical assessments in their possession against loss or review by any persons other than themselves and the designated medical professional evaluator. Inappropriate sharing or divulgement of any member's medical information in or outside of the GSDF is unlawful and can result in disciplinary action up to and including courts martial.. Medical information is need-to-know only for unit commanders and designated medical professionals**

FOR THE COMMANDER

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Chief of Staff

Appendix: GSDF Form 600-63A