

**e-Profile**  
**Release Guide**  
**(Release 3.5.4)**

**June 30, 2010**  
**Version 1.0**

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## Purpose

The purpose of this Release Guide is to provide a brief synopsis of what will be in the upcoming release of e-Profile. The User Guides have been modified to reflect the new changes and will be made available to the users for review / download.

These changes include the following:

**Creating of Temporary Profile upon First Signature of a Permanent** - The system will automatically create a Temporary Profile upon completion of the first signature on a Permanent Profile. This Temporary Profile will default to 90 days and will expire once the second signature approves the Permanent Profile. The Profiling Provider will be the first signature on both the Temporary and the Permanent Profiles.

**Customized User-level Templates** - Users will have the ability to create templates for both temporary and permanent profiles and save them for future use. The customized templates will not be available for use by other users.

**Initiate downgrade profiles that are not in e-Profile** – Providers will be able to downgrade a Profile that is not in the system, including downgrading to a picket fence.

**Removing Auto-Population of 2<sup>nd</sup> Signature on Profiles requiring 1 signature** – When a permanent profile only requires one signature, the Profiling Officer's signature will no longer be auto-populated in the signature block for the Approval Authority on the DA 3349.

**Pull back Capability** - The sender of a Profile will have the ability to pull back a profile that is pending first signature. Once a provider views a profile, it is not eligible for pull back.

**Adding Filters to Profile History Grid** - Added filters to the Profile History grid. Filters include the profile type (permanent and temporary) plus the profile status, including those profiles pending 1<sup>st</sup> signature.

**Selecting 'Unknown' for Diagnosis Duty Related and Meets Retention Standards** - Providers will be able to select the 'unknown' radio button when determining if the Diagnosis is duty related or whether the Soldier meets retention standards. The Approval Authority will be responsible for completing these sections before the profile can be approved.

**Creation of Post-Board Profiles.** Specific users will have the ability to create post-board profiles, essentially adding the 'W' (Returned to Duty) and 'Y' (Fit For Duty) to approved P3/4 profiles.

**Displaying of PULHES History from MEDPROS.** The Soldier's PULHES history from MEDPROS will be available for display within e-Profile.

**Email Digest:** If enabled, users will get a daily email digest that provides a list of items waiting for action. This option can be turned on or off through the My Account → Registration tab.

**Management Reports** - Management reports will allow the Approval Authority and System Admin personnel to track profiles needing action.

- No Unit Commander Registered
- Pending Profiles
- Provider Profile History
- Profile Routing Status

### **Other changes**

- Soldiers will have ability to view and print their approved temporary and permanent profiles from My Medical Readiness in AKO. Note: this will only include those profiles created and approved in e-Profile.
- Profiles will follow a Soldier when they change Units.
- Created a USAR TTHS Administrator role to provide awareness of Soldiers in TTHS accounts that have P3/4 permanent profiles.
- Added UIC to View All and View My Profile grids / reports

### **Performance Issues / Tuning**

The e-Profile Support Team continually monitors the system to identify problem areas to see where improvements can be made. In an effort to increase response time, a decision was made to remove the counts from the tabs / inbox(es) that run across the top of the e-Profile page. A recalculation for the counts was being performed each time a new page was displayed, which caused a negative impact to the user's response time. The tabs will continue to be displayed at the top for easy navigation and the counts will be available on the Welcome Screen in the Action Items section.

In addition to performance tuning, consideration is being made to improve the 'user experience' by attempting to reduce unnecessary clicks, saving grids, etc.

**Looking Ahead....**

- Implementation of revised DA 3349 Form
- Remove the 5-year review / expiration date from permanent profiles
- Flag that will indicate if a Unit Commander or designee has viewed profile
- Temporary profiles will be sent to MODS and update the MND flag in MEDPROS accordingly. The MND flag will revert automatically upon expiration. In the near future, the temporary profiles will be available in MEDPROS Web Reporting.

For questions, please contact the MODS Help Desk at 1-888-849-4341 or [medpros-eprofile@asmr.com](mailto:medpros-eprofile@asmr.com).

## Creation of a Temporary Profile upon First Signature of a Permanent Profile

To cover the Soldier while the permanent profile is going through the approval process, the system will automatically create a 90-day temporary profile.

- Temporary profile will be created upon 1<sup>st</sup> signature and will be a mirror image of the permanent profile
- Block 10 (OTHER) on DA 3349 Form for temporary will include a statement indicating the profile is tied to a permanent
- Temporary profile will be locked, not be available for downgrades, etc.
- Temporary profile will expire once the permanent profile is approved
- Temporary profile will expire at 90 days if the permanent profile is never approved
- Temporary profile will expire if the Approval Authority rejects the permanent profile

User Action	What to Check/System Response
Profiling Officer creates a Permanent P3/4 Profile and submits for 1 <sup>st</sup> signature	The system will automatically create a 90-day Temporary Profile

Display Profiles (Hide Details...)

Profile History All  All

Submitted	Created By	Expires	Profile Type	PULHES	Primary Diagnosis	Status	
20100521	...	20150521	Permanent	312111	diabetic, high blood pressure	Pending Approval	<a href="#">View</a>
20100521	...	20100821	Temporary	312111	diabetic, high blood pressure	Approved	<a href="#">View</a>

**UNLIMITED SWIMMING**  **OR SWIM AT**

**8. UPPER BODY WEIGHT TRAINING (See FM 21-20)**  **9. LOWER BOD**

**10. OTHER: e.g. Functional limitations and capabilities and other comments: (May continue on page 2)**

No Physical exertion during Heat Category 4 or 5.

diabetic, no heat exposure

This is an auto-generated temporary profile that will be active until associated perm profile is approved or rejected

This temporary profile is an extension of a temporary profile first issued on \_\_\_\_\_

**13. TYPE NAME & GRADE OF PROFILING OFFICER**

User Action	What to Check/System Response
Approval Authority approves permanent profile.	The temporary profile will automatically expire when permanent profile is approved.

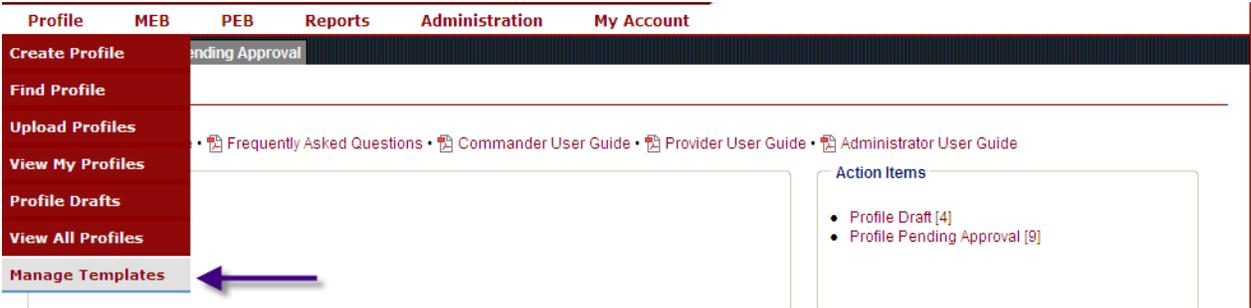
Display Profiles (Hide Details...)

Profile History All  All

Submitted	Created By	Expires	Profile Type	PULHES	Primary Diagnosis	Status	
20100521	20150521	20150521	Permanent	312111	diabetic, high blood pressure	Profile Pending	Commander Comment <a href="#">View</a>
20100521		20100521	Temporary	312111	diabetic, high blood pressure	Expired	<a href="#">View</a>

## Customized Templates

Users will have the ability to create templates for both temporary and permanent profiles and save them for future use. At this time, these templates are tied to the individual user and cannot be shared.

User Action	What to Check/System Response
<p>On the Profile tab, select Manage Templates, then follow and populate the tabs to reflect your required diagnosis.</p>	<p>The Template will save to your account and be accessible under the template tab when creating a profile.</p>
 <p>The screenshot shows the top navigation bar with tabs: Profile, MEB, PEB, Reports, Administration, and My Account. A dropdown menu is open under 'Profile', listing options: Create Profile, Find Profile, Upload Profiles, View My Profiles, Profile Drafts, View All Profiles, and Manage Templates. A blue arrow points to 'Manage Templates'. To the right, there is an 'Action Items' section with a list: Profile Draft [4] and Profile Pending Approval [9].</p>	
<p>Select the type of profile (permanent or temporary) from the drop down menu, provide Template name and click 'Create Template'</p>	<p>A blank form will be displayed for the user to complete.</p>
 <p>The screenshot shows the 'Profile &gt; Manage Templates' page. It includes a note: 'Please note any templates you build will be for the current DA3349 (Feb 2004) only. You will need to recreate once the new DA3349 is implemented in e-Profile (Date TBD)'. Below the note is a table with columns: Template Name, Profile Type, Primary Diagnosis, Template Type, Edit, and Delete. The table contains one row: 'Mild high frequency hearing loss', 'Permanent', 'Mild high frequency Hearing Loss in the right ear', 'User', 'Edit', and a delete checkbox. Below the table is a 'Create New Profile Template' form with a 'Profile Type' dropdown set to 'Permanent', a 'Template Name' input field, and a 'Create Template' button.</p>	
<p> <b>Note: All user-level templates created for the current DA 3349 (Feb 2004) will only be available in this version. When the revised form is implemented, any templates you generated must be recreated.</b></p>	
<p>Complete the DA 3349 and click 'Save User Template'</p>	<p>The Template will save to your account and be accessible under the template tab when creating a profile.</p>

User Action	What to Check/System Response																																																																																													
	<p>Profile Template</p> <p>Template Name: <b>Mild high frequency hearing loss</b> Profile Type: 49</p> <hr/> <p><b>DIAGNOSIS</b></p> <table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> <th>For the primary diagnosis...</th> </tr> </thead> <tbody> <tr> <td></td> <td><a href="#">Modify Diagnosis</a></td> <td>Is it Illness or Injury: <input checked="" type="radio"/> Illness <input type="radio"/> Injury</td> </tr> <tr> <td></td> <td>Free-text: <input type="text" value="Mild high frequency Hearing Loss in the right ear"/></td> <td>Is it Duty Related: <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown</td> </tr> <tr> <td></td> <td></td> <td>Cause Code: <input type="text"/> <a href="#">Select</a></td> </tr> </tbody> </table> <hr/> <p><b>DURATION</b></p> <p>Length of Profile: <input type="text"/> Days</p> <hr/> <p><b>ARMY FUNCTIONAL REQUIREMENTS</b></p> <table border="1"> <thead> <tr> <th>This Soldier Is...</th> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr> <td>able to fire individually assigned weapon?</td> <td><input checked="" type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>able to move with a fighting load at least 2 miles (48 lbs. Includes helmet, boots, uniform, LBE, weapon, protective mask, pack, etc.)?</td> <td><input checked="" type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>able to wear protective mask and all chemical defense equipment?</td> <td><input checked="" type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>able to construct an individual fighting position (dig, fill, and lift sand bags, etc.)?</td> <td><input checked="" type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>able to do 3-5 second rushes under direct and indirect fire?</td> <td><input checked="" type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>healthy without any medical condition that prevents deployment?</td> <td><input checked="" type="radio"/></td> <td><input type="radio"/></td> </tr> </tbody> </table> <hr/> <p><b>ARMY PHYSICAL FITNESS TEST (APFT)</b></p> <table border="1"> <thead> <tr> <th>This Soldier Can Perform...</th> <th>Yes</th> <th>No</th> <th>Alternate Event</th> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr> <td>2 Mile Run</td> <td><input checked="" type="radio"/></td> <td><input type="radio"/></td> <td>APFT Walk</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>APFT Sit-Ups</td> <td><input checked="" type="radio"/></td> <td><input type="radio"/></td> <td>APFT Swim</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> <tr> <td>APFT Push-Ups</td> <td><input checked="" type="radio"/></td> <td><input type="radio"/></td> <td>APFT Bike</td> <td><input type="radio"/></td> <td><input type="radio"/></td> </tr> </tbody> </table> <hr/> <p><b>STANDARD OR MODIFIED AEROBIC ACTIVITIES (CHECK ALL THAT APPLY)</b></p> <table border="1"> <thead> <tr> <th>Standard Activities</th> <th>Yes</th> <th>No</th> <th>Modified Activities</th> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr> <td>Unlimited Running</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>OR, Run At Own Pace &amp; Distance</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Unlimited Walking</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>OR, Walk At Own Pace &amp; Distance</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Unlimited Biking</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>OR, Bike At Own Pace &amp; Distance</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Unlimited Swimming</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>OR, Swim At Own Pace &amp; Distance</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Upper Body Weight Training</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Lower Body Weight Training</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table> <hr/> <p><b>RESTRICTIONS AND COMMENTS</b></p> <p><a href="#">Modify Restrictions</a></p> <ul style="list-style-type: none"> <li>No Restrictions</li> </ul> <p>Comments (1000 characters max)</p> <p>No exposure to noise in excess of 85 dBA (decibels measured on the A scale) or weapon firing without use of properly fitted hearing protection. Annual hearing test required</p> <hr/> <p><b>PHYSICAL PROFILE FUNCTIONAL CAPACITY GUIDE</b></p> <p>PULHES: <input type="text" value="P"/> <input type="text" value="U"/> <input type="text" value="L"/> <input type="text" value="H"/> <input type="text" value="E"/> <input type="text" value="S"/></p> <p>PULHES Explanation: <a href="#">Table 7-1 AR40-501</a> <input type="button" value="Calculate"/></p> <p>Disposition: <input type="text" value="Duty with permanent assignment limitation"/></p>	Code	Description	For the primary diagnosis...		<a href="#">Modify Diagnosis</a>	Is it Illness or Injury: <input checked="" type="radio"/> Illness <input type="radio"/> Injury		Free-text: <input type="text" value="Mild high frequency Hearing Loss in the right ear"/>	Is it Duty Related: <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown			Cause Code: <input type="text"/> <a href="#">Select</a>	This Soldier Is...	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<p> <b>Note:</b> User-level templates are only available for the specific user and cannot be shared.</p>	<p>To edit the template select Edit; to Delete check the Delete box and click 'Delete Selected'</p> <p>Template is modified based on user input or deleted, depending on action selected.</p>																																																																																													

User Action	What to Check/System Response												
<p><b>Profile &gt; Manage Templates</b></p> <p>Please note any templates you build will be for the current DA3349 (Feb 2004) only. You will need to recreate once the new DA3349 is implemented in e-Profile (Date TBD).</p> <table border="1"> <thead> <tr> <th>Template Name</th> <th>Profile Type</th> <th>Primary Diagnosis</th> <th>Template Type</th> <th>Edit</th> <th>Delete</th> </tr> </thead> <tbody> <tr> <td>Mild high frequency hearing loss</td> <td>Permanent</td> <td>Mild high frequency Hearing Loss in the right ear</td> <td>User</td> <td>Edit</td> <td><input type="checkbox"/></td> </tr> </tbody> </table> <p>Create New Profile Template</p> <p>Profile Type: <span>Permanent</span> Template Name: <input type="text"/> <span>Create Template</span></p>		Template Name	Profile Type	Primary Diagnosis	Template Type	Edit	Delete	Mild high frequency hearing loss	Permanent	Mild high frequency Hearing Loss in the right ear	User	Edit	<input type="checkbox"/>
Template Name	Profile Type	Primary Diagnosis	Template Type	Edit	Delete								
Mild high frequency hearing loss	Permanent	Mild high frequency Hearing Loss in the right ear	User	Edit	<input type="checkbox"/>								

To use the user-defined template, select Profile Template when creating a profile

The users templates will be available in the Profile Template dropdown

The screenshot shows the 'Create/Upload/Scan Profiles' window. Under the 'Create New Profile' section, there are two dropdown menus: 'Select Profile Type' and 'OR Select a Profile Template'. The 'OR Select a Profile Template' dropdown is open, showing a list of options including 'Pregnancy', 'PostPartum', 'Hearing H2', 'Neck Pain', 'Shoulder Pain', 'Elbow Pain', 'Wrist Pain', 'Back Pain', 'Knee Sprain', 'Ankle Pain', 'Shaving', and 'Mild high frequency hearing loss'. A red arrow points to the 'Mild high frequency hearing loss' option. Below the dropdowns is a 'Continue' button. In the 'Upload/Scan Historical Profile' section, there is a 'Document Type' dropdown set to 'DA Form 3349 Permanent' and an 'Upload/Scan' button. At the bottom, there is a 'Display Profiles' section with a 'Profile History' table and a filter dropdown set to 'All'.

## Downgrade profiles that are not in the system

To accurately reflect a downgrade of a profile that is not in e-Profile, Providers can now create a profile and indicate the previous PULHES and Profile Date. This will include allowing the Providers to initiate a picket fence profile. Please note in order to create an initial Picket Fence profile, the PULHES must equate to 111111 based on the responses to the questions (i.e., Activities, Restrictions). The profile will follow the standard routing / signature business rules.

This enhancement will help support the recent ALARACT (186/2010 - MANDATORY USE OF DA FORM 3349 FOR CHANGES TO PULHES DURING A PERIODIC HEALTH ASSESSMENT (PHA) AND IN MEDPROS). This feature will allow Providers to create a profile to document a downgrade of a PULHES that was created during a PHA, to include downgrading to a picket fence.

User Action	What to Check/System Response
Create a profile as required and when prompted, enter the previous PULHES and Profile Date. Submit the Profile.	The previous PULHES score from which you downgraded from with the date populated is on the Review and Submit page. Submit the profile once all information is complete.

Profile: **Permanent** Name: [REDACTED] SSN: [REDACTED] DOB: **19800501** Grade: **SFC** Unit: **W6F2AA** PMOS: **42D**

Diagnosis
Activities
Restrictions
Disposition
Review and Submit

**Review and Submit Profile**

**PHYSICAL PROFILE FUNCTIONAL CAPACITY GUIDE**

	P	U	L	H	E	S
Cumulative Temporary:	1	1	1	1	1	1
For this profile:	-	-	-	-	-	-
Current Permanent:	1	1	1	1	1	1
For this profile:	1	1	1	1	1	1
Downgrade from:	3	2	3	1	1	1
PULHES Date:	20090203					

Meets Chapter 3 Retention Standards:  Yes  No  Unknown  
AR 40-501

Auto-Calculate PULHES values [Table 7-1, AR40-501](#)

Enter comments concerning PULHES (1000 characters max)

**Note:** This option is only available if no profiles exist for a Soldier within the system.  
**Hint:** the ICD-9 code of V70.0 (Normal Exam) can be used to reflect no issues.

## DA 3349 Signature Blocks on Profiles Requiring One Signature

When a permanent profile only requires one signature, the system will no longer auto-populate the Approval Authority signature block on the DA 3349 Form with the Profiling Officer's signature.

User Action	What to Check/System Response																																				
Create permanent profile requiring only one signature	A standard text of 'approval not required' will be populated in block 16 (Name of Senior Profiling Officer or Approving Authority) of DA 3349																																				
<table border="1"> <tr> <td colspan="2" data-bbox="232 667 889 709"> <input type="checkbox"/> This temporary profile is an extension of a temporary profile first issued on _____                 </td> <td colspan="2" data-bbox="889 667 1440 709">                     _____                      Impact activities such as jumping max # reps in one day _____                 </td> </tr> <tr> <td data-bbox="232 709 889 741">12. TYPE NAME &amp; GRADE OF PROFILING OFFICER</td> <td data-bbox="889 709 1252 741">13. SIGNATURE</td> <td colspan="2" data-bbox="1252 709 1440 741">14. DATE (YYYYMMDD)</td> </tr> <tr> <td data-bbox="232 741 889 793">                     _____, MD                 </td> <td data-bbox="889 741 1252 793">                     &lt;&lt;electronically signed&gt;&gt;                 </td> <td colspan="2" data-bbox="1252 741 1440 793">                     20100503                 </td> </tr> <tr> <td data-bbox="232 793 889 825">15. ACTION BY APPROVING AUTHORITY</td> <td data-bbox="889 793 1138 825"> <input checked="" type="checkbox"/> APPROVED                 </td> <td colspan="2" data-bbox="1138 793 1440 825"> <input type="checkbox"/> NOT APPROVED                 </td> </tr> <tr> <td data-bbox="232 825 889 898">16. TYPE NAME &amp; GRADE OF SENIOR PROFILING OFFICER OR APPROVING AUTHORITY</td> <td data-bbox="889 825 1252 898">17. SIGNATURE</td> <td colspan="2" data-bbox="1252 825 1440 898">18. DATE (YYYYMMDD)</td> </tr> <tr> <td data-bbox="232 898 889 951">                     &lt;&lt;approval not required&gt;&gt;                      </td> <td data-bbox="889 898 1252 951"></td> <td colspan="2" data-bbox="1252 898 1440 951"></td> </tr> <tr> <td colspan="2" data-bbox="232 951 1252 982">19. ACTION BY UNIT COMMANDER (See para 7-12, AR 40-501)</td> <td data-bbox="1252 951 1344 982">YES</td> <td data-bbox="1344 951 1440 982">NO</td> </tr> <tr> <td colspan="2" data-bbox="232 982 1252 1014">THIS PROFILE REQUIRES A CHANGE IN THIS SOLDIER'S MOS or DUTY ASSIGNMENT</td> <td data-bbox="1252 982 1344 1014"></td> <td data-bbox="1344 982 1440 1014"></td> </tr> <tr> <td colspan="4" data-bbox="232 1014 1440 1045">20. COMMENT</td> </tr> </table>		<input type="checkbox"/> This temporary profile is an extension of a temporary profile first issued on _____		_____ Impact activities such as jumping max # reps in one day _____		12. TYPE NAME & GRADE OF PROFILING OFFICER	13. SIGNATURE	14. DATE (YYYYMMDD)		_____, MD	<<electronically signed>>	20100503		15. ACTION BY APPROVING AUTHORITY	<input checked="" type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED		16. TYPE NAME & GRADE OF SENIOR PROFILING OFFICER OR APPROVING AUTHORITY	17. SIGNATURE	18. DATE (YYYYMMDD)		<<approval not required>> 				19. ACTION BY UNIT COMMANDER (See para 7-12, AR 40-501)		YES	NO	THIS PROFILE REQUIRES A CHANGE IN THIS SOLDIER'S MOS or DUTY ASSIGNMENT				20. COMMENT			
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20. COMMENT																																					

## Pull Back Capability

A proxy or other provider who does not have 1<sup>st</sup> signature permissions will now have the ability to pull back a profile that may have been sent in error or needs modification before the Profiling Officer has acted on it. The Status will revert to the previous status. Once a provider views the profile, it is not eligible for pull back. This option is only available when profile is pending 1<sup>st</sup> signature.

User Action	What to Check/System Response
Click on “View” under the Profile History tab to select the profile you want to pull back.	The profile you created is pending 1 <sup>st</sup> Signature.

Submitted	Created By	Expires	Profile Type	PULHES	Primary Diagnosis	Status
20100522	...	20150522	Permanent	233211	hearing loss	Profiles Pending 1st Signature <a href="#">View</a>
20100426	...	20150426	Permanent	112211	nothing	Profile Pending Commander Comment <a href="#">View</a>
20100426	...	20100426	Permanent	111111	broken	Expired <a href="#">View</a>
20100426	...	20100426	Permanent	111111	broken	Expired <a href="#">View</a>

Select the Pullback option	The profile will be displayed, available for modifications and saved or resubmitted for 1 <sup>st</sup> signature.
----------------------------	--

**Pullback** ⓘ

Selecting pullback will return your profile to draft status and allow you to edit and make changes to the profile.

SOLDIER INFORMATION  
 PID: 1935 P  
 SSN: DOB: 19700201 Grade: SPC Unit: W6F2AA PMOS: 68W

1. MEDICAL CONDITION: (description in lay terminology)  
 \*hearing loss

2. ALC (Table 7-2 AR 40-501)  
 A,J1

3. PULHES

	P	U	L	H	E	S
Temporary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Permanent	<input type="checkbox"/>	<input checked="" type="checkbox"/>				

4. PROFILE TYPE YES NO

**Note:** This option is only available for profiles pending 1<sup>st</sup> signature that have not been viewed by the Profiling Officer.

## Adding filters to Profile History Grid

Added filters to the Profile History grid. Filters include the profile type (permanent and temporary) plus the profile status, including those profiles pending 1<sup>st</sup> signature.

User Action	What to Check/System Response
In Profile History grid, select the filter for Profile Type and Status to narrow down what is displayed.	Profiles matching the selection criteria will be displayed.

Submitted	Created By	Expires	Profile Type	PULHES	Primary Diagnosis	Status	View
20100510	<a href="#">View</a>	20100808	Temporary	333311	temp profile test	Approved	<a href="#">View</a>
20100419	<a href="#">View</a>	20150419	Permanent	113311	Hearing Loss.	Profiles Pending 1st Signature	<a href="#">View</a>
<b>20100419</b>	<b><a href="#">View</a></b>	<b>20100725</b>	<b>Permanent</b>	<b>113311</b>	<b>Hearing Loss.</b>	<b>Profile Pending Commander Comment</b>	<b><a href="#">View</a></b>
20100419	<a href="#">View</a>	20100419	Temporary	113311	Hearing Loss.	Expired	<a href="#">View</a>
20100419	<a href="#">View</a>	20100425	Permanent	113311	Hearing Loss.	Expired	<a href="#">View</a>
20100325	<a href="#">View</a>	20100419	Permanent	111211	Hearing Loss.	Expired	<a href="#">View</a>
20100311	<a href="#">View</a>	20100609	Temporary	113111	Lower Back Strain, Back Pain	Approved	<a href="#">View</a>
20100311	<a href="#">View</a>	20100325	Permanent	333211	Hearing Loss, bad back	Expired	<a href="#">View</a>
20100311	<a href="#">View</a>	20100311	Permanent	111211	Hearing Loss.	Expired	<a href="#">View</a>
20100311	<a href="#">View</a>	20100311	Permanent	333111	knee fracture	Expired	<a href="#">View</a>

## Adding 'unknown' to Diagnosis Duty Related and Retention Standards

Proxies and Profiling Officers will be able to select 'unknown' when determining if the Diagnosis is Duty Related or if the Soldier Meets Retention Standards before the profile is routed to the Approval Authority. The Approval Authority will be required to select Yes or No. If this is all they modify, they will not become the first signature.

User Action	What to Check/System Response
Create a Permanent Profile. If Proxy or Profiling Officer cannot determine whether the Diagnosis is Duty Related, select the 'unknown' radio button and hit Next.	The page will be saved with the 'unknown' selected and the Review and Submit tab will be displayed.

Profile > Create Profile ?

Protected Health Information

Profile: Permanent Name: [REDACTED] SSN: [REDACTED] DOB: 19520203 Grade: LTC Unit: W77749 PMOS: 54B

Diagnosis | Activities | Restrictions | Disposition | Review and Submit

**Profile Details**

Is the Primary Diagnosis:  Injury  Illness

Is the Diagnosis Duty Related:  Yes  No  Unknown (Note: Does not imply an LOD has been started)

If Proxy or Profiling Officer cannot determine whether Soldier Meets Retention Standards, select the 'unknown' radio button on the Review and Submit tab.	The profile will be saved and can be submitted for 1 <sup>st</sup> or 2 <sup>nd</sup> signature with 'unknown' being selected.
---	--

Profile > Create Profile ?

Protected Health Information

Profile: Permanent Name: [REDACTED] SSN: [REDACTED] DOB: 19520203 Grade: LTC Unit: W77749 PMOS: 54B

Diagnosis | Activities | Restrictions | Disposition | Review and Submit

**Review and Submit Profile**

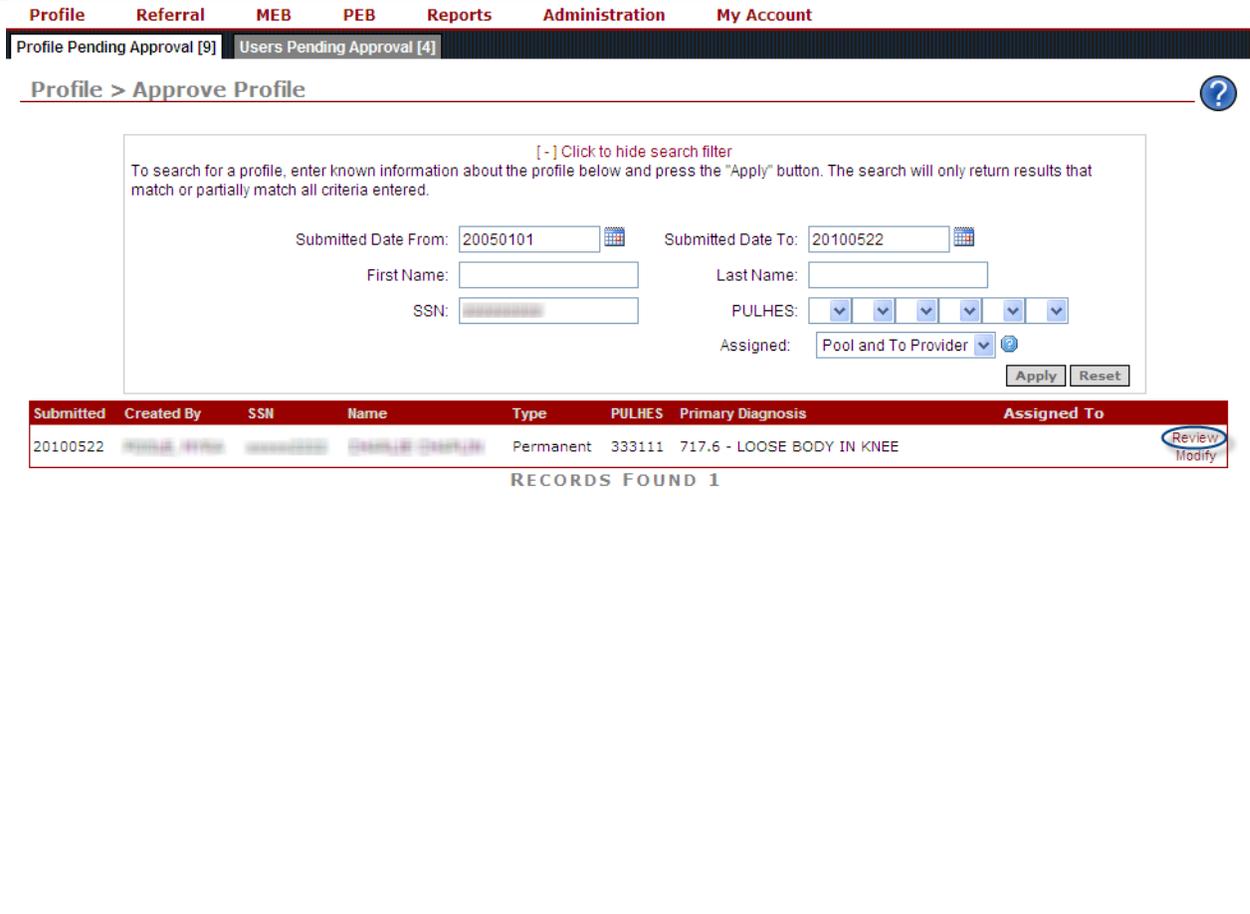
**PHYSICAL PROFILE FUNCTIONAL CAPACITY GUIDE** ?

	P	U	L	H	E	S
Cumulative Temporary:	3	3	3	1	1	1
For this profile:	-	-	-	-	-	-
Current Permanent:	3	1	1	1	1	1
For this profile:	3	3	3	1	1	1

Auto-Calculate PULHES values [Table 7-1, AR40-501](#)

Enter comments concerning PULHES (1000 characters max)

Meets Chapter 3 Retention Standards:  Yes  No  Unknown AR 40-501

User Action	What to Check/System Response																
<p>The Approval Authority would select Review to approve the profile.</p>	<p>The View Profile screen will be displayed</p>																
 <p>The screenshot shows the 'Profile &gt; Approve Profile' interface. At the top, there are navigation tabs: Profile, Referral, MEB, PEB, Reports, Administration, and My Account. Below these are counts for 'Profile Pending Approval [9]' and 'Users Pending Approval [4]'. The main heading is 'Profile &gt; Approve Profile'. A search filter section contains the following fields: 'Submitted Date From' (20050101), 'Submitted Date To' (20100522), 'First Name', 'Last Name', 'SSN', and 'PULHES' (with five dropdown menus). An 'Assigned' dropdown is set to 'Pool and To Provider'. 'Apply' and 'Reset' buttons are at the bottom right of the search filter. Below the search filter is a table with the following data:</p> <table border="1"> <thead> <tr> <th>Submitted</th> <th>Created By</th> <th>SSN</th> <th>Name</th> <th>Type</th> <th>PULHES</th> <th>Primary Diagnosis</th> <th>Assigned To</th> </tr> </thead> <tbody> <tr> <td>20100522</td> <td></td> <td></td> <td></td> <td>Permanent</td> <td>333111</td> <td>717.6 - LOOSE BODY IN KNEE</td> <td></td> </tr> </tbody> </table> <p>Below the table, it says 'RECORDS FOUND 1'. A 'Review' button is located to the right of the table row.</p>		Submitted	Created By	SSN	Name	Type	PULHES	Primary Diagnosis	Assigned To	20100522				Permanent	333111	717.6 - LOOSE BODY IN KNEE	
Submitted	Created By	SSN	Name	Type	PULHES	Primary Diagnosis	Assigned To										
20100522				Permanent	333111	717.6 - LOOSE BODY IN KNEE											
<p>If the Diagnosis or Meets Retention Standards is 'unknown', the Approval Authority will have the ability to update with the appropriate options.</p>	<p>The Approval Authority will be allowed to modify options as needed.</p>																

User Action	What to Check/System Response
 <p><b>Note:</b> The Approve option is not displayed until the Diagnosis Duty Related and Meets Retention Standards are selected with Yes / No.</p>	<p>Approval Authority will make the necessary selections and click Update to save the selections</p>
	<p>The Approval Authority can now approve the profile.</p> <p>The Approval Authority can now approve the profile. Profile is approved with updated Diagnosis and Meets Retention Standards selections.</p>

User Action	What to Check/System Response																																																								
<span style="margin-right: 20px;">Profile</span> <span style="margin-right: 20px;">Referral</span> <span style="margin-right: 20px;">MEB</span> <span style="margin-right: 20px;">PEB</span> <span style="margin-right: 20px;">Reports</span> <span style="margin-right: 20px;">Administration</span> <span style="margin-right: 20px;">My Account</span>																																																									
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<p style="margin-top: 0;">Profile &gt; View Profile</p> <div style="background-color: red; color: white; text-align: center; padding: 5px; margin: 5px 0;">Protected Health Information</div> <div style="margin: 5px 0;"> <span style="border: 1px solid #ccc; padding: 2px 10px;">Approve</span> <span style="border: 1px solid #ccc; padding: 2px 10px; margin-left: 10px;">Reject</span> <span style="font-size: 2em; color: blue; margin-left: 20px;">←</span> <span style="margin-left: 20px;">View PDF Form</span> </div> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr style="background-color: #4a7ebb; color: white;"> <th colspan="4">SOLDIER INFORMATION</th> </tr> </thead> <tbody> <tr> <td colspan="4">PID: 1939 Parent: 0 Profile: Permanent Name: [REDACTED] SSN: [REDACTED] DOB: 19520203 Grade: LTC Unit: W77749 PMOS: 54B</td> </tr> <tr> <td style="width: 60%;"> <b>1. MEDICAL CONDITION: (Description in lay terminology)</b>                      •717.6 - LOOSE BODY IN KNEE                      •Shaving issues                 </td> <td style="width: 15%;"> <b>2. ALC</b>                       A                 </td> <td style="width: 15%;"> <b>3. PULHES</b>   <table style="width: 100%; text-align: center;"> <tr> <td>P</td><td>U</td><td>L</td><td>H</td><td>E</td><td>S</td> </tr> <tr> <td>Temporary</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> <tr> <td>Permanent</td><td>3</td><td>3</td><td>3</td><td>1</td><td>1</td><td>1</td> </tr> </table> </td> <td style="width: 10%;"></td> </tr> <tr> <td colspan="3"><b>4. PROFILE TYPE</b></td> <td style="text-align: center;">YES</td> <td style="text-align: center;">NO</td> </tr> <tr> <td colspan="3">a. TEMPORARY PROFILE (Expiration date YYYYMMDD) _____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">X</td> </tr> <tr> <td colspan="3">b. PERMANENT PROFILE _____</td> <td style="text-align: center;">X</td> <td></td> </tr> <tr> <td colspan="3">c. IF A PERMANENT PROFILE WITH A 3 OR 4 PULHES, DOES THE SOLDIER MEET RETENTION STANDARDS IAW CHAPTER 3 AR 40-501?</td> <td style="text-align: center;">Needs MMRB</td> <td></td> </tr> <tr> <td colspan="3"><b>5. FUNCTIONAL ACTIVITIES (If any answer to the following questions is NO then the profile should be at least a 3)</b></td> <td style="text-align: center;">YES</td> <td style="text-align: center;">NO</td> </tr> </tbody> </table>		SOLDIER INFORMATION				PID: 1939 Parent: 0 Profile: Permanent Name: [REDACTED] SSN: [REDACTED] DOB: 19520203 Grade: LTC Unit: W77749 PMOS: 54B				<b>1. MEDICAL CONDITION: (Description in lay terminology)</b> •717.6 - LOOSE BODY IN KNEE •Shaving issues	<b>2. ALC</b>  A	<b>3. PULHES</b>  <table style="width: 100%; text-align: center;"> <tr> <td>P</td><td>U</td><td>L</td><td>H</td><td>E</td><td>S</td> </tr> <tr> <td>Temporary</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> <tr> <td>Permanent</td><td>3</td><td>3</td><td>3</td><td>1</td><td>1</td><td>1</td> </tr> </table>	P	U	L	H	E	S	Temporary	<input type="checkbox"/>	Permanent	3	3	3	1	1	1		<b>4. PROFILE TYPE</b>			YES	NO	a. TEMPORARY PROFILE (Expiration date YYYYMMDD) _____			X	X	b. PERMANENT PROFILE _____			X		c. IF A PERMANENT PROFILE WITH A 3 OR 4 PULHES, DOES THE SOLDIER MEET RETENTION STANDARDS IAW CHAPTER 3 AR 40-501?			Needs MMRB		<b>5. FUNCTIONAL ACTIVITIES (If any answer to the following questions is NO then the profile should be at least a 3)</b>			YES	NO				
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<div style="margin-top: 10px;"> <span style="font-weight: bold; font-size: 1.2em;">Note: Although technically the Approval Authority modified the profile, they will not become the 1<sup>st</sup> signature.</span> </div>																																																									

## Create Post-Board Profiles

Specific users (i.e., MEB Doctor, MILPO) will now have the ability to create post-board profiles, essentially adding the 'W' (Return to Duty) and 'Y' (Fit for Duty) to approved P3/4 profiles.

- The approved P 3/4 profiles must be in e-Profile to be eligible for this update.
- The system will automatically add the appropriate Profile Code (W / Y) to the profile.
- Block 10 (OTHER) on DA 3349 Form will include an auto-generated statement indicating this is a post-board profile, the date, and the name of user posting the result.
- With the exception of the W / Y Profile Codes and modified comments for Block 10, no other changes will be made, including the signature blocks.
- New post-board profile will not require routing or additional signatures.
- Once saved, the data will be sent to MEDPROS and the HR systems to reflect the updated Profile Codes.



**Note: This option cannot be used if changes are required to Profile based on outcome of board.**

User Action	What to Check/System Response
From the Profile History Grid, select the approved profile that needs to reflect the post-board action.	Profile must be approved P3/4 and can only be modified for post-board updates by specific users.

Display Profiles (Hide Details...)

Profile History All  All

Submitted	Created By	Expires	Profile Type	PHI HES	Primary Diagnosis	Status	
20100421	John Doe	20150507	Permanent	333111	knee	Approved	<a href="#">View</a>
20100421	John Doe	20100507	Temporary	333111	knee	Expired	<a href="#">View</a>
20100420	John Doe	20100507	Permanent	333111	knee	Expired	<a href="#">View</a>
20100419	John Doe	20100507	Permanent	333111	knee	Expired	<a href="#">View</a>
20100419	John Doe	20100419	Temporary	333111	knee	Expired	<a href="#">View</a>

User Action	What to Check/System Response
Select the Create Post MEB / MMRB Profile option.	This option will not displayed if the profile is not available for posting the board results, or you do not have this permission.

Profile > View Profile

Protected Health Information

View PDF Form Downgrade Extend

Create Post MEB/MMRB Profile

SOLDIER INFORMATION																						
PID: 1746 Parent: 0 Profile: Permanent Name: SMITH KELLY K SSN: xxxxx6666 DOB: 19700201 Grade: SFC Unit: W6F2AA PMOS: 68W																						
1. MEDICAL CONDITION: (Description in lay terminology)	2. ALC	3. PULHES																				
*knee <input checked="" type="checkbox"/> INJURY? Or <input type="checkbox"/> ILLNESS/DISEASE? (Table 7-2 AR 40-501) C		<table style="width: 100%; text-align: center;"> <tr> <td>P</td><td>U</td><td>L</td><td>H</td><td>E</td><td>S</td> </tr> <tr> <td>Temporary</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> <tr> <td>Permanent</td><td>3</td><td>3</td><td>3</td><td>1</td><td>1</td> </tr> </table>	P	U	L	H	E	S	Temporary	<input type="checkbox"/>	Permanent	3	3	3	1	1						
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c. IF A PERMANENT PROFILE WITH A 3 OR 4 PULHES, DOES THE SOLDIER MEET RETENTION STANDARDS IAW CHAPTER 3 AR 40-501?			Needs MEB																			
5. FUNCTIONAL ACTIVITIES (If any answer to the following questions is NO then the profile should be at least a 3)				YES	NO																	
able to fire individually assigned weapon?					X																	
able to move with a fighting load at least 2 miles (48 lbs. Includes helmet, boots, uniform, LBE, weapon, protective mask, pack, etc.)?					X																	
able to wear protective mask and all chemical defense equipment?					X																	
able to construct an individual fighting position (dig, fill, and lift sand bags, etc.)?					X																	
able to do 3-5 second rushes under direct and indirect fire?					X																	
healthy without any medical condition that prevents deployment?					X																	

Enter any additional comments or notes as needed and click 'Submit Post-Board 'MEB' Comments	Comments will be appended and displayed in block 10 of the DA 3349 Form to the post-board profile.  The name of the Provider or MILPO representative posting the information will be included, as well as the date the post-board profile was added.
--	--

Profile MEB PEB Reports Administration My Account

Profile Draft [5] Profile Pending Approval [11]

Profile > Create Post-Board Profile

Please enter Post-Board Profile comments below.

Soldier has been through the MEB or PEB process and been found Fit For Duty within the limitations of this profile. Add additional comments as needed

875 characters remaining

Submit Post-Board MEB Comments

Select 'OK' if you are sure you want to create the post-board profile.

The post-board profile has been created, with the appropriate Profile Code of 'W' or 'Y' depending on type of profile.

The screenshot shows the 'Profile > Create Post-Board Profile' page. At the top, there are navigation tabs: Profile, MEB, PEB, Reports, Administration, and My Account. Below these are sub-tabs: Profile Draft [5] and Profile Pending Approval [11]. The main content area has a heading 'Profile > Create Post-Board Profile' and a text area for comments. A dialog box titled 'Windows Internet Explorer' is overlaid on the page, asking 'Are you sure you want to create a post-board MEB profile?' with 'OK' and 'Cancel' buttons. The text area contains the text: 'Soldier has been through the MEB or PEB process and been found Fit For Duty within the limitations of this profile. add additional comments as needed'. Below the text area, it says '875 characters remaining.' and there is a 'Submit Post-Board MEB Comments' button.

Either select to view the PDF of the post-board profile or continue to your next task.

If select view the PDF, the PDF of the new, approved profile will be available to open or save.

The screenshot shows the 'Profile > Create Post-Board Profile' page after successful creation. The navigation tabs and sub-tabs are the same as in the previous screenshot. The text area now contains the text: 'Soldier has been through the MEB or PEB process and been found Fit For Duty within the limitations of this profile. add additional comments as needed'. Below the text area, it says '875 characters remaining.' and there is a 'Submit Post-Board MEB Comments' button. A green message box at the bottom of the text area says 'Post-Board Profile has been successfully created'. Below the message box, there is a link: 'If you would like to view the PDF of the Post-Board Profile, please click here.' with a purple arrow pointing to the link.

User can select the new profile

The new post-board profile is automatically approved, with the pre-board profile being expired.

Display Profiles (Hide Details...)

Profile History

Submitted	Created By	Expires	Profile Type	PULHES	Primary Diagnosis	Status
20100421	Johnathan, [Redacted]	20100822	Permanent	333111	knee	Approved 
20100421	Johnathan, [Redacted]	20100507	Temporary	333111	knee	Expired 
20100421	Johnathan, [Redacted]	20100522	Permanent	333111	knee	Expired 
20100420	[Redacted]	20100507	Permanent	333111	knee	Expired
20100419	Johnathan, [Redacted]	20100507	Permanent	333111	knee	Expired

Profile MEB PEB Reports Administration My Account

Profile Draft [5] Profile Pending Approval [11]

Profile > View Profile

Protected Health Information

View PDF Form Downgrade Extend

SOLDIER INFORMATION																					
PID: 1941 Parent: 1746 Profile: Permanent Name: [Redacted] SSN: [Redacted] DOB: 19700201 Grade: SFC Unit: W6F2AA PMOS: 68W																					
1. MEDICAL CONDITION: (Description in lay terminology)	2. ALC	3. PULHES																			
*knee <input checked="" type="checkbox"/> INJURY? Or <input type="checkbox"/> ILLNESS/DISEASE?	(Table 7-2 AR 40-501) Y,C	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>P</td><td>U</td><td>L</td><td>H</td><td>E</td><td>S</td> </tr> <tr> <td>Temporary</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> <tr> <td>Permanent</td><td>3</td><td>3</td><td>3</td><td>1</td><td>1</td> </tr> </table>		P	U	L	H	E	S	Temporary	<input type="checkbox"/>	Permanent	3	3	3	1	1				
P	U	L	H	E	S																
Temporary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																
Permanent	3	3	3	1	1																
4. PROFILE TYPE																					
a. TEMPORARY PROFILE (Expiration date YYYYMMDD)			YES NO																		
b. PERMANENT PROFILE			X																		
c. IF A PERMANENT PROFILE WITH A 3 OR 4 PULHES, DOES THE SOLDIER MEET RETENTION STANDARDS IAW CHAPTER 3 AR 40-501? 																					
5. FUNCTIONAL ACTIVITY (If you are unable to fill in your profile, click here for help.)																					

## PULHES MEDPROS History

The Profile module will now display the Soldier's PULHES history from MEDPROS. This will provide better situational aware of the Soldier status, without the Provider needing to log into MEDPROS to retrieve the information.

User Action	What to Check/System Response
From the Profile Tab, enter the Soldier's SSN and select MEDPROS PULHES (Show Details) bar.	The PULHES History from MEDPROS will be displayed, listing all the PHAs, exams, profiles for that Soldier.

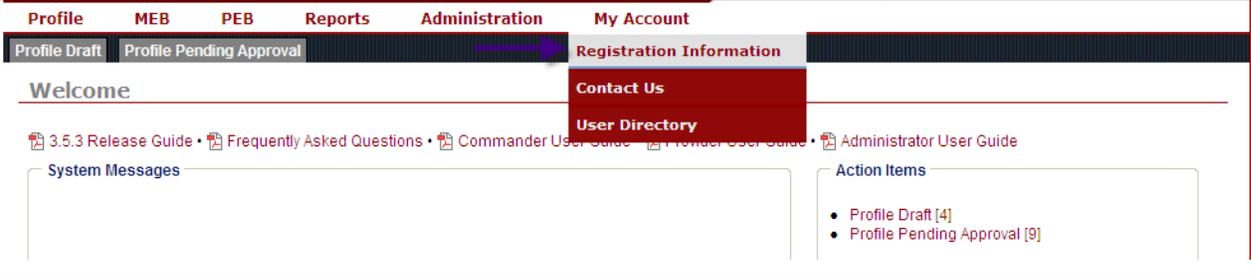
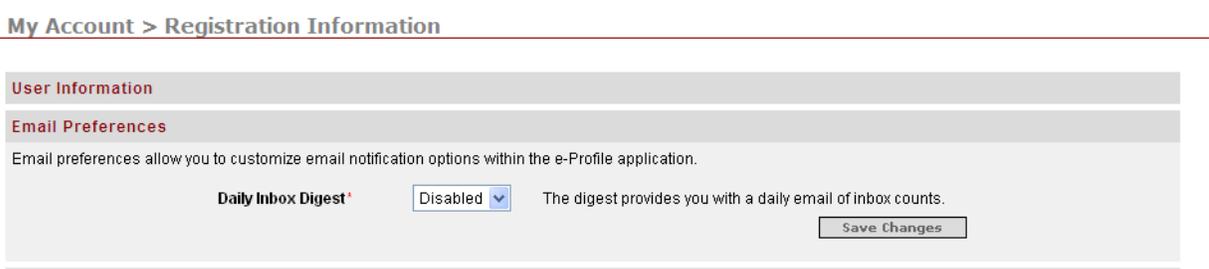
  

The screenshot shows the MEDPROS e-Profile interface. At the top, there are navigation tabs: Profile, MEB, PEB, Reports, Administration, and My Account. Below these, there are buttons for 'Profile Draft [5]' and 'Profile Pending Approval [11]'. The main content area is titled 'Profile > Find Profile'. It displays the profile for 'SGT. [REDACTED]'. The profile information includes: SSN: [REDACTED], Rank: SGT, DOB: 19621125, and Gender: Female. The unit is 'W00LAA (W00L OFC SURGEON GENERAL)' and the region is 'USARC'. There is also information about 'Army Reserve | MOS: 21K | Active PULHES: 111111 (Last Issued: N/A)' and 'Email: (not available)'. A 'Revise Soldier Search' button is present. Below the profile information, there are two expandable sections: 'Display Temporary Profile Statistics (Show Details...)' and 'MEDPROS PULHES (Show Details...)'. A red arrow points to the 'MEDPROS PULHES' section. The 'MEDPROS PULHES' section contains a table with the following data:

P	U	L	H	E	S	Exam Date	PC Code 1	PC Code 2	PC Code 3	Exam Type
2	1	1	3	1	1	2009/10/27	C			PHA
2	1	1	3	1	1	2009/01/13	W			Profile
2	1	1	3	1	1	2008/05/06	W	J	U	Exam

## Daily Email Digest

If enabled, a daily email will be sent to all users indicating what items in their inbox are awaiting their action. This feature can be enabled / disabled via the user's My Account → Registration function.

User Action	What to Check/System Response
To enable email digest feature, select Registration Information from the My Account tab	The Registration information will be displayed
	
Select Email Preferences and select Enabled from drop down. Click Save Changes	When implemented, this feature will be disabled. The user must enable it to receive the daily digest emails.
	
<p>Below is a sample of what the email digest will look like:</p> <pre>***** ** AUTO-GENERATED EMAIL :: DO NOT REPLY ** *****</pre> <p>Please be advised, you have the following items awaiting action in your inbox(es):</p> <p>Profile :: Drafts - 1          Profile :: Pending 1st Signature - 1          Profile :: Rejected - 1          Profile :: MMRB draft – 1</p> <p>If do not wish to receive these notifications, please log into e-Profile, select Administration → Registration Information → Email Preferences and select 'disable'.</p>	

## Management Reports

### No Commander Registered Report

A report has been built which will list the UICs where there is no Unit Commander registered in e-Profile. This will allow the e-Profile administrators to know when profiles have been created for Soldier's and their Unit Commander may not have awareness.

User Action	What to Check/System Response
Select No Unit Commander under the Reports Tab	The No Unit Commander report will be displayed which will list all UICs that do not have a Unit Commander registered in e-Profile (and profiles exist).

The screenshot displays the e-Profile system interface. At the top, there is a navigation bar with tabs for Profile, MEB, PEB, Reports, Administration, and My Account. The Reports tab is selected, and a dropdown menu is open, showing various report options. A blue arrow points to the 'No Unit Commander' option in the dropdown menu. Below the menu, the 'Reports > No Unit Commander' page is visible. It features a table with the following data:

UIC	Perm Profiles Awaiting Commander Comment	Temporary Profiles Approved
W00101	1	0
W00113	1	0
W00117	1	0
W00126	0	2
W0USAA	1	0
WC9S99	1	0

An 'Export' button is located below the table.

## Pending Profiles

A report has been built which will list the profiles within your region pending action, including the number of days since submitted. This will help determine which the bottlenecks are in the routing / approval process.

User Action	What to Check/System Response
Select Pending Profiles under the Reports tab	A report listing all profiles pending action (i.e., Pending 1 <sup>st</sup> signature, Pending Approval) will be listed, including the number of days awaiting action.

**Reports > Pending Profiles**

This report lists all pending profiles within your region that are waiting action. "Days in" represents the number of days the profile has been in the inbox pending signature. You can filter by profile status and days.

Status Pending:  Older than:  Rows per page:

Name	Status	UIC	Days in	Assigned To
[REDACTED]	Pending 1st Signature	WH1ZT0	189	
[REDACTED]	Profile Pending Approval	WGGQB0	189	
[REDACTED]	Pending 1st Signature	WHOZA0	123	
[REDACTED]	Pending 1st Signature	WHOZA0	123	
[REDACTED]	Pending 1st Signature	WHOZA0	92	
[REDACTED]	Pending 1st Signature	W471A1	144	Tester Two, Last Test
[REDACTED]	Profile Pending Commander Comment	W00181	42	
[REDACTED]	Profile Pending Commander Comment	W40007	100	

## Provider Profile History

A report has been built which will list profiles a Provider has created and the status. Filters are included to narrow or expand your search.

User Action	What to Check/System Response
Select Provider Profile History under Reports Tab	A report listing all profiles you have created and the current status.

The screenshot shows the MEDPROS e-Profile system interface. At the top, there are navigation tabs: Profile, MEB, PEB, Reports, Administration, and My Account. The 'Reports' tab is selected, and a dropdown menu is open, showing options: Profile Draft, Profile Pending Approval, Soldier ICD9 Summary, Pending Profiles, Provider Profile History (highlighted with a blue arrow), and Profile Routing Status. Below the navigation, there is a 'Welcome' message and a list of links including '3.5.3 Release Guide', 'Frequently Asked Questions', 'Provider User Guide', and 'Administrator User Guide'. There are also sections for 'System Messages' and 'Action Items' (Profile Draft [4], Profile Pending Approval [3]). The main content area is titled 'Reports > Provider Profile History'. It features a search filter section with the following fields: Submitted Date From (20100501), Submitted Date To (20100531), SSN (empty), and Status (Pending and Approved). There are 'Apply' and 'Reset' buttons. Below the search section is a table with the following data:

Submitted	Expires	SSN	Name	Type	PULHES	Primary Diagnosis	Status	Proxy?	Creator	Submitter	
20100522	20150522	*****	*****	Perm	11111	Back Pain	Pending Approval	No	*****	*****	View
20100510	20100810	*****	*****	Temp	32311	broken rib	Approved	No	*****	*****	View

Below the table is an 'Export' button.

## Profile Routing Status

A report has been built which will list where in the routing chain a profile is that is pending signature. This tool will assist Providers in finding any 'missing' profiles.

User Action	What to Check/System Response
Select Profile Routing by Soldier under Reports Tab	A report listing where in the routing / approval chain a profile is that is pending signature.

**Profile**   **MEB**   **PEB**   **Reports**   **Administration**   **My Account**

Profile Draft   Profile Pending Approval   **Soldier ICD9 Summary**

Welcome

3.5.3 Release Guide • Frequent Questions • Provider User Guide • Administrator User Guide

System Messages → **Profile Routing Status**

Action Items

- Profile Draft [4]
- Profile Pending Approval [3]

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**Profile**   **MEB**   **PEB**   **Reports**   **Administration**   **My Account**

Profile Draft   Profile Pending Approval

**Reports > Profile Routing Status**

This report will allow you to determine where a profile is in the routing chain when the profile is pending 1st signature or pending approval.

<b>1SG. [REDACTED]</b>							
SSN: xxxxx3333	Rank: 1SG	DOB: 19780201	Male				
Unit: WBW9AA (0503 MP BN HHD MP BN ABN)	Active Army   MOS: 11D   Active PULHES: 333111 (Last Issued: 20100507)						
Region: FT BRAGG	Email: (not available)						
<input type="button" value="Revise Soldier Search"/>							

SSN	Name	Creator	Status	Type	PULHES	Region	Assigned To
[REDACTED]	[REDACTED]	MND SystemAdmin	Pending Approval	Permanent	332111	FT Bragg	[REDACTED]

**Note: Approved profiles will not be included in this report.**