



# DHA Guide for Command Representatives

## How to Create, Review, Update and Cancel a Deployment Event Using the Multiple Medical Entry in MRRS

16 Apr 2013

UNCLASSIFIED



# ***CREATE A DEPLOYMENT EVENT***



# Access MRRS Web Page



Monday, April 15, 2013

System: MRRS

CAC Login

[Register CAC with MRRS](#)

[CAC/PKI Tutorial](#)

[System Access Request Form](#)

[Sample SAAR Form](#)

[MRRS Computer Based Training](#)

[MRRS FAQ](#)

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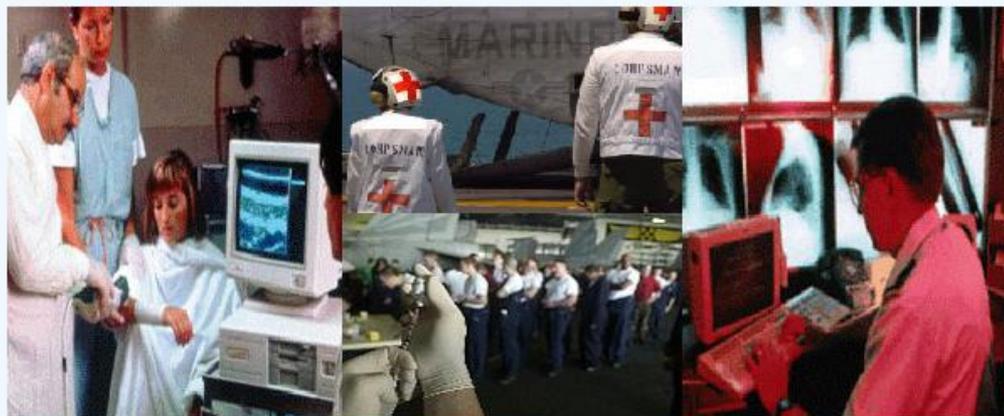
[US Coast Guard](#)

[Privacy and Security Policy](#)

[Freedom of Information Act \(FOIA\)](#)

## Medical Readiness Reporting System

- **Open MRRS Web page at:**  
<https://mrrs.sscno.nmci.navy.mil/mrrs/secure/welcome.m>
- **Click "CAC Login"**



SPAWAR Systems Center Atlantic

2251 Lakeshore Dr, New Orleans, LA 70145

This is an official U.S. Navy Web Site. This is a Department of Defense (DOD) computer system.



# Multiple Medical Entry

**Medical Readiness Reporting System**

Logged in as: HARTUNG98 (Test)

Menu Medical Entry Injury Management Reports Utilities Help Log Out

- Comprehensive Medical Entry
- Multiple Medical Entry**
- Other Service Medical Entry
- Individual Immunization Entry

**MRRS Updates**

- ▶ [29-May-2012](#)
- ▶ [MRRS FAQ](#)
- ▶ [Computer Based Training](#)
- ▶ [Customer Support Center](#)

E-Mail Comments or Enhancement Requests to the Webmaster @ Navy Support

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2251 Lakeshore Dr, New Orleans, LA 70145

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# Select the Unit that is Deploying



## Multiple Medical Entry

Logged in as:  
HARTUNG98

Menu

Help

Log Out

### Search

Local  Global

SSN:

Command:

98: Active Duty Navy

Activity:

N5216: VISUPCEN JAX

Unit:

00204: NAS PENSACOLA

Program:

ALL

Company Code:

Personnel Status:

Needs Immune:

Deployment Status:

Apply

Clear

Name

SSN

Activity

Unit

***In the "Unit" window,  
select/enter the UIC of the  
Sailors who are deploying***



# Selecting the Sailors



## Multiple Medical Entry

Logged in as:  
HARTUNG98

Menu

Help

Log Out

### Search

Local  Global

SSN:

Command:

98: Active Duty Navy

Activity:

N5216: VISUPCEN JAX

Unit:

00204: NAS PENSACOLA

**Individually select the  
deploying Sailors and  
click "Submit"**

Needs Immune:

Deployment Status:

Apply

Clear

Name

SSN

Activity

Unit

<input type="checkbox"/>	ADON ANDY LS2	XXX-XX-	N5216	00204
<input type="checkbox"/>	AGEE JAMEL TYRE ABH3	XXX-XX-	N5216	00204
<input type="checkbox"/>	ALARCON ANNA ELIZABETH RP3	XXX-XX-	N5216	00204
<input checked="" type="checkbox"/>	ANDERSON ERICA MARIE ET2	XXX-XX-	N5216	00204
<input checked="" type="checkbox"/>	ANDERSON STEPHEN RYAN ABE2	XXX-XX-	N5216	00204
<input type="checkbox"/>	ANDERTON ANDREW MARSHALL AN	XXX-XX-	N5216	00204
<input checked="" type="checkbox"/>	ARANDA JAMAAL L IC1	XXX-XX-	N5216	00204
<input type="checkbox"/>	ARMATO MIKKI MONIQUE CTTSN	XXX-XX-	N5216	00204
<input checked="" type="checkbox"/>	ARMSTRONG MARTIN LOUIS ACC	XXX-XX-	N5216	00204
<input type="checkbox"/>	ATTLES TAMECCIA LASHONNE YN1	XXX-XX-	N5216	00204
<input checked="" type="checkbox"/>	BAASHIT AZIUDDIN ABDUL ABH2	XXX-XX-	N5216	00204
<input type="checkbox"/>	BARRERAS DOMINIQUE P CTTSN	XXX-XX-	N5216	00204
<input checked="" type="checkbox"/>	BATES JAMAR JAUNDRICK AC1	XXX-XX-	N5216	00204
<input type="checkbox"/>	BECKENBACH JEFFREY ALAN JR AN	XXX-XX-	N5216	00204
<input type="checkbox"/>	BELL EVAN BLAKE ABHAN	XXX-XX-	N5216	00204
<input type="checkbox"/>	BELL PAUL LEONARD JR LS1	XXX-XX-	N5216	00204

Select All

Submit

Print

Page Record: 16 of 218



# Complete the Active Deployment Information for Multiple Sailors



## Multiple Medical Entry

Logged in as HARTUNG98

Menu Help Log Out

Selected SSNs List: [View](#) Cancel Save

**Blood** **Eye** **Deploy** **Immune** **Tests** **Exams** **Forms** **Record**

**Active Deployment**

Deployed/Deploying:  Dest. COCOM: \*

Start Date:  Event:

Est. End Date:  DHA Reason:

Selected SSNs List - Total: 6

XXX-XX-	ANDERSON ERICA MARIE ET2
XXX-XX-	ANDERSON STEPHEN RYAN ABE2
XXX-XX-	ARANDA JAMAAL L IC1
XXX-XX-	ARMSTRONG MARTIN LOUIS ACC
XXX-XX-	BAASHIT AZIZUDDIN ABDUL ABH2
XXX-XX-	BATES JAMAR JAUNDRICK AC1

[Sort by Jacket](#) [Hide](#)

Departure From Theater Date:

DD2900 Completion:

PDHRA Exemption:

Note: Check with the selected AoR for ALL required immunizations and Health Protection measures needed for the area. See [MILVAX](#) for required dosage schedules.

**Click the "Deploy" tab then set the "Deployed/Deploying" flag to "Yes". Enter all deployment information in the "Active Deployment" section and click "Save"**



# Selected Records Updated with New Deployment Event

## Multiple Medical Entry

Logged in as HARTUNG98

Help Log Out

Cancel Save

View

Audio Dental Deploy Immune Tests Exams Forms Record

Yes

Dest. COCOM: \*CENTCOM

Event: Unit Deployment

DHA Reason: > 30 days w/o MTF

Selected SSNs List - Total: 6

RIE ET2

RYAN ABEZ

LOUIS ACC

Assessment Date:

Windows Internet Explorer

6 records will be updated. Do you wish to continue?

OK Cancel

Note: Check with the selected AoR for ALL required immunizations and Health Protection measures needed for the area. See [MILVAX](#) for required dosage schedules.

**The system will prompt you to update the records and then confirm that records have been saved. Click "Menu" to go back to the menu page.**

## Multiple Medical Entry

6 records saved.

Menu

Selected SSNs List: [View](#)

Blood Eye/Audio Dental Deploy Immune Tests Exams Forms Record

Active Deployment

Deployed/Deploying: Dest. COCOM:

Start Date: Event:

Est. End Date: DHA Reason:

Deployment Questionnaire

DD2795 Completion:

DD2796 Completion:

Deployment Location:

PDHA Exemption:

Departure From Theater Date:

DD2900 Completion:

PDHRA Exemption:

Mental Health

Assessment Date:

Selected SSNs List - Total: 6

XXX-XX-	ANDERSON ERICA MARIE E
XXX-XX-	ANDERSON STEPHEN RYAN
XXX-XX-	ARANDA JAMAAL L IC1
XXX-XX-	ARMSTRONG MARTIN LOUIS
XXX-XX-	BAASHIT AZIZUDDIN ABDUL
XXX-XX-	BATES JAMAR JAUNDRICK A

Sort by Jacket

Note: Check with the selected AoR for ALL required immunizations and Health Protection measures needed for the area. See [MILVAX](#) for required dosage schedules.



# ***REVIEW A DEPLOYMENT EVENT***



# Open the Sailor's Record for Review

**Medical Readiness Reporting System**

Logged in as: SANCHEZC98

Menu Medical Entry Injury Management Reports Utilities Help Log Out

- Comprehensive Medical Entry
- Multiple Medical Entry
- Other Service Medical Entry
- HIV Management Service
- Individual Immunization Entry

**MRRS Updates**

- ▶ [3-Dec-2012](#)
- ▶ [MRRS FAQ](#)
- ▶ [Computer Based Training](#)
- ▶ [Customer Support Center](#)

**To review the deployment events you just created, go to the “Menu” page. Click the “Medical Entry” tab, then select the “Comprehensive Medical Entry.”**

**Deployment events can only be reviewed individually via the “Deploy” tab in the “Comprehensive Medical Entry” feature.**

E-Mail Comments or Enhancement Requests to the Webmaster @ Navy Support

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# Opening the Sailor's Record

Comprehensive Medical Entry

Logged in as: SANCHEZC98

Menu Help Log Out

**Search** Local Global

SSN:

Last Four:

Name:

Command:

Activity:

Unit:

Program:

Company Code:

Apply Clear

Name	SSN	Activity	Unit
------	-----	----------	------

***In the "Search" window, enter/select your UIC in the field labeled Unit. Click "Apply" to search and return a list of all members who have this UIC as their primary unit. Alternatively you can search for a single person in your UIC by searching on last name first name.***



# Opening the Sailor's Record

Comprehensive Medical Entry

Logged in as: SANCHEZC98

Menu Help Log Out

Search Local Global

SSN: [ ]

Last Four: [ ]

Name: ANDERSON ERICA

Command: [ ]

Activity: [ ]

Unit: [ ]

Program: [ ]

Company Code: [ ]

Apply Clear

Name	SSN	Activity	Unit
ANDERSON ERICA MARIE ET2	XXX-XX-...	N0002	49957

Comprehensive Medical Entry

Logged in as: SANCHEZC98

Menu Help Log Out

ANDERSON ERICA MARIE ET2  
XXX-XX-...

IMR Status: Fully Medically Ready

Find

Member Activity Block **Deploy** Immune Tests Exams Forms Record Waivers Status

Address

Street: [ ]

City: [ ]

Other

Unit: 49957 [ ]

Branch of Service: USN 11 [ ]

DOB / Age / Sex: [ ] [ ] F

Drill Weekend: [ ]

Rank/Rate: ET2 [ ]

Billet: [ ]

MAS Code/Date: [ ] [Expand](#) [ ]

IMS Code/Date: [ ] [Expand](#) [ ]

ACC Code: 100 [Expand](#) [ ]

SPI Code: [ ] [Expand](#) [ ]

Duty Status: 100 [Expand](#) [ ]

PRC Code/Date: [ ] [Expand](#) [ ]

Secondary: [ ] [Description](#)

Designator: [ ]

**Click the Sailor's name to open the record, then in the next screen click the "Deploy" tab to view the deployment information you just entered.**





# ***UPDATE/CANCEL A DEPLOYMENT EVENT***



# Update or Cancel an Active Deployment Event



## Multiple Medical Entry

Logged in as:  
HARTUNGP98

Menu

Help

Log Out

### Search

Local  Global

Command:

98: Active Duty Navy

Activity:

N5207: NAS NEW ORLEANS

Unit:

00206: NAS NEW ORLEANS

Program:

ALL

Company Code:

Personnel Status:

Needs Immune:

Deployment Status:

0) Deploying Flag = Y

Apply

Clear

Name

SSN

Activity

Unit

<input type="checkbox"/>	BEAVERS AMANDA LORELLE AC1	XXX-XX-	N5207	00206
<input type="checkbox"/>	LEE JASON EARL AD3	XXX-XX-	N5207	00206
<input type="checkbox"/>	LEWIS SHAKEITHA LATETRA AC1	XXX-XX-	N5207	00206
<input type="checkbox"/>	OWENS PATRICK MICHAEL YN2	XXX-XX-	N5207	00206
<input type="checkbox"/>	PEAL CHELSIE ROSE YN2	XXX-XX-	N5207	00206
<input type="checkbox"/>	SOSA RAMIL LUGTU AMEAN	XXX-XX-	N5207	00206
<input type="checkbox"/>	WATSON JEFFREY PSC	XXX-XX-	N5207	00206

**Select/enter the UIC in the "Unit" window then in the "Deployment Status" option, filter the Sailors with "Deploying Flag = Y" (Yes). Click "Apply."**

Select All

Submit

Print

Page Count: 7



# Update or Cancel an Active Unit Deployment Event



## Multiple Medical Entry

Logged in as:  
HARTUNG98

Help Log Out

Menu

Search  Local  Global

SSN:

Command:  
98: Active Duty Navy

Activity:  
N5207: NAS NEW ORLEANS

Unit:  
00206: NAS NEW ORLEANS

Program:  
ALL

Company Code:

Personnel Status:

Needs Immune:

Deployment Status:

	Name	SSN	Activity	Unit
<input checked="" type="checkbox"/>	BEAVERS AMANDA LORELLE AC1	XXX-XX-	N5207	00206
<input checked="" type="checkbox"/>	LEE JASON EARL AD3	XXX-XX-	N5207	00206
<input checked="" type="checkbox"/>	LEWIS SHAKEITHA LATETRA AC1	XXX-XX-	N5207	00206
<input checked="" type="checkbox"/>	OWENS PATRICK MICHAEL YN2	XXX-XX-	N5207	00206
<input checked="" type="checkbox"/>	PEAL CHELSIE ROSE YN2	XXX-XX-	N5207	00206
<input checked="" type="checkbox"/>	SOSA RAMIL LUGTU AMEAN	XXX-XX-	N5207	00206
<input checked="" type="checkbox"/>	WATSON JEFFREY PSC	XXX-XX-	N5207	00206

**Select the Sailors whose records you want to update or cancel.**

Select All

Page Record: 7 of 7



# Update or Cancel an Active Unit Deployment Event

Multiple Medical Entry

Logged in as: HARTUNGP98

Menu Help Log Out

Selected SSNs List: [View](#) Cancel Save

Blood Eye/Audio Dental Deploy Immune Tests Exams Forms Record

Active Deployment

Deployed/Deploying: **No**  Dest. COCOM:

Start Date:  Event:

Est. End Date:  DHA Reason:

Mental Health

Assessment Date:

Selected SSNs List - Total: 7

XXX-XX-	BEAVERS AMANDA LORELLE AC1
XXX-XX-	LEE JASON EARL AD3
XXX-XX-	LEWIS SHAKEITHA LATETRA AC1
XXX-XX-	OWENS PATRICK MICHAEL YN2
XXX-XX-	PEAL CHELSIE ROSE YN2
XXX-XX-	SOSA RAMIL LUGTU AMEAN
XXX-XX-	WATSON JEFFREY PSC

Sort by Jacket Hide

Note: Check with the selected AoR for ALL required immunizations and Health protection measures needed for the area. See MILVAX for required dosage schedules.

**To update an Active Deployment:**  
- Set the "Deployed/Deploying" option to "Yes" and enter the updated deployment information and click "Save."

**To cancel an Active Deployment:**  
- Set the "Deployed/Deploying" flag to "No" and click "Save."



# Update or Cancel an Active Unit Deployment Event

**The system will prompt you to update the records and notify you that the records have been saved**

Selected SSNs List - Total: 7	
XXX-XX	BEAVERS AMANDA LORELLE AC1
XXX-XX	LEE JASON EARL AD3
XXX-XX	LEWIS SHAKEITHA LATETRA AC1
XXX-XX	OWENS PATRICK MICHAEL YN2
XXX-XX	PEAL CHELSIE ROSE YN2
XXX-XX	SOSA RAMIL LUGTU AMEAN
XXX-XX	WATSON JEFFREY PSC



# Cancel/Delete an Historical or Individual Deployment Event

**Deployment events whose Est. End Date is now in the past are in the "Deployment History" and can only be cancelled/deleted individually via the "Comprehensive Medical Entry". Click "Edit" at the end of the row to open the event. Click "Delete Record". A prompt appears, Click "OK" and the event is cancelled/deleted.**

Medical Entry

Logged in as: SANCHEZC98  
Help Log Out

Ready Find

Exams Forms Record Waivers Status

Start Date:  Est. End Date:

MHA Pre:  [MILVAX Note](#)

MHA Pre: Not Performed MHA Post(1): Due NET 16-Sep-2012 MHA Post(2): Due NET 14-Jan-2013 MHA Post(3): Due NET 18-Dec-2013

Pre-Deploy (2795)	PDHA Location	Start Date	End Date	Post-Deploy (2796)	Referral Req	PDHRA (2900)	Referral Req	Action
		30-Jun-2011	18-Jun-2012					<a href="#">Edit</a> ✓
			19-Mar-2005	25-Mar-2005	No	01-Dec-2008	No	<a href="#">Edit</a>



**Note: Deployment Events where a DHA has been completed should not be deleted but instead be exempted for the next DHA.**

Comprehensive Medical Entry

Logged in as: SANCHEZC98  
Help Log Out

Ready Find

DHA Reason: >30 Days w/o MTF Event: IA Deployment

PDHRA Status

DD2900 Completion:

Windows Internet Explorer

Are You Sure You Want To Delete this deployment record ?

OK Cancel

NEHC Link Close Window Delete Record





# ***EXEMPT A PDHRA***



# PDHRA Exemption



## Multiple Medical Entry

Logged in as  
SANCHEZC98  
Log Out

Menu

**Search**  Local  Global

Unit: 40254 - DEPMED NNMC BETH DET

Program: All

Company Code: [ ]

Personnel Status: [ ]

Needs Immune: [ ]

Deployment Status: 3) PDHRA - Needs PDHRA

Needs Test: [ ]

Drill Weekend: [ ]

Apply Clear

***If a PDHRA is incorrectly required, whether the PDHRA is Not Yet Due, Due, or Overdue, exempt the member from the PDHRA.***  
***- In the "Search" section of the "Multiple Medical Entry" tab, select the UIC in the "Unit" window. Scroll down for more search options and in the "Deployment Status" window, select "Needs PDHRA." Click "Apply."***

- Standard Exemptions**
- <30 days OCONUS w/o MTF
  - Currently Deployed (deployed again)
  - DD2796 Erroneously Completed
  - Did Not Deploy
  - Shipboard
  - Other



# PDHRA Exemption



## Multiple Medical Entry

Logged in as:  
SANCHEZC98

Menu

Help

Log Out

### Search

Local  Global

H7: WRNMMC

Activity:

N0097: NNMC BETHESDA

Unit:

40254: DEPMED NNMC BETH DET

Program:

ALL

Compa

Person

Needs

Deployment Status:

3) PDHRA - Needs PDHRA

Needs Test:

**Select the Sailors  
whose PDHRA you  
want to exempt then  
click "Submit."**

Apply

Clear

Name

SSN

Activity

Unit

<input checked="" type="checkbox"/>	ABREU BRIAN MIGUEL HN	XXX-XX	N0097	40254
<input checked="" type="checkbox"/>	ACERON JOSEPH NIEVES LSSN	XXX-X	N0097	40254
<input checked="" type="checkbox"/>	ADHIKARI SANDIP SH3	XXX-X	N0097	40254
<input type="checkbox"/>	ANDREWS BRANDON LEE HA	XXX-X	N0097	40254
<input checked="" type="checkbox"/>	ANTEPIM SAMUEL HN	XXX-	N0097	40254
<input checked="" type="checkbox"/>	ATKINSON SOPHIA ANDREA DC1	XXX-X	N0097	40254
<input type="checkbox"/>	BARRON BRYAN ALLEN HN	XXX-X	N0097	40254
<input type="checkbox"/>	BILLINGSLEY BENJAMIN MICHAEL HM3	XXX-XX	N0097	40254
<input type="checkbox"/>	BLACK NICHOLAS LEWIS HN	XXX-X	N0097	40254
<input type="checkbox"/>	BLACKWELL DOMINIC ITC	XXX-X	N0097	40254
<input type="checkbox"/>	FOYE JOSHUA ANDRE CS2	XXX-	N0097	40254
<input type="checkbox"/>	PENA SEAN DAVID CS2	XXX-	N0097	40254
<input type="checkbox"/>	RAMSEY CLIFFORD MARK CS2	XXX-XX	N0097	40254
<input type="checkbox"/>	RATLIFF RONALD GENE JR LNC	XXX-X	N0097	40254
<input type="checkbox"/>	REILLY BRANDON MICHAEL LS2	XXX-X	N0097	40254
<input type="checkbox"/>	SAUNDERS KELLEN ANTHONY SH2	XXX-X	N0097	40254

Select All

Submit

Print

Page Record: 17 of 17



# PDHRA Exemption



## Multiple Medical Entry

Logged in as: SANCHEZC98

Menu Help Log Out

Selected SSNs List: [View](#) Save

**Blood** **Eye/Audio** **Deploy** **Immune** **Tests** **Exams** **Forms** **Record**

**Active Deployment**

Deployed/Deploying:  Dest. COCOM:

Start Date:  Event:

Est. End Date:  DHA Reason:

**Deployment Questionnaire**

DD2795 Completion:

DD2796 Completion:

Deployment Location:

PDHA Exemption:

Departure From Theater Date:

DD2900 Completion:

PDHRA Exemption:

**Mental Health**

Assessment Date:

**Selected SSNs List - Total: 5**

XXX-XX	ABREU BRIAN MIGUEL HN
XXX-XX	ACERON JOSEPH NIEVES LSSN
XXX-XX	ADHIKARI SANDIP SH3
XXX-XX	ANTEPIM SAMUEL HN
XXX-XX	ATKINSON SOPHIA ANDREA DC1

Note: ... requires ... Protec ... MILVA

**Click "Deploy" tab.**  
**In the "Deployment Questionnaire" section, select the type of exemption in the "PDHRA Exemption" window.**  
**Click "Save."**





# Other PDHRA Exemptions



## Multiple Medical Entry

Logged in as:  
SANCHEZC98

Menu

Help

Log Out

Selected SSNs List: [View](#)

Cancel

Save

**If the type of "PDHRA Exemption" is not listed in the choices provided, select "Other." A "Justification Explanation" window appears. Enter a brief explanation then click "Save."**

Exams

Forms

Record

Selected SSNs List - Total: 1

XXX-X : BARRON BRYAN ALLEN HN

### Deployment Questionnaire

DD2795 Completion:

DD2796 Completion:

Deployment Location:

PDHA Exemption:

Departure From Theater Date:

DD2900 Completion:

PDHRA Exemption:

Other

### Mental Health

Assessment Date:

### Justification Explanation

Explain: \* Sailor is released from active duty 1/31/2013.

Note: Check with the selected AoR for ALL required immunizations and Health Protection measures needed for the area. See [MILVAX](#) for required dosage schedules.

**The following are NOT ACCEPTABLE Exemptions:**

- Sailor on terminal leave
- Transferred to another unit or PCS
- MDR Did not complete a Pre-DHA or PDHA
- MBR stationed at MESHG 1 Det Bahrain for 12 month tour
- MBR was on PCS orders to Bahrain
- GUAM/PHILLIPINES Deployment



# Contact Us

- **Website: [www.dha.navy.mil](http://www.dha.navy.mil)**
- **Email: [usff.dha.fct@navy.mil](mailto:usff.dha.fct@navy.mil)**

