

Change 132
Manual of the Medical Department
U.S. Navy
NAVMED P-117

17 Nov 2008

To: Holders of the Manual of the Medical Department

1. **This Change** completely revises Chapter 6, Dental Corps. This revision takes into account the changes in authority and responsibilities of BUMED (Echelon II) post integration of the Dental Division as well as the latest clinical guidelines driven by recent instructions.
2. **Summary of Changes.** This document represents the first major revision of Chapter 6 of the Manual of the Medical Department in 10 years and the first top to bottom revision in more than 20 years. In addition to re-numbering of the document, many articles have been revised to clarify language or maintain consistency with other governing instructions that have been modified, but the overall intent has remained predominantly unchanged. Many significant changes have been introduced in other articles.
3. **Action**
 - a. Remove Chapter 6 and replace with the new Chapter.
 - b. Record this Change 132 in the Record of Page Changes.



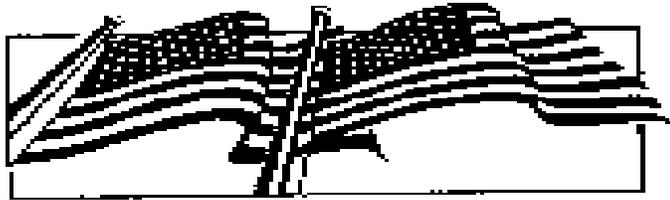
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Chapter 6

DENTAL CORPS

Chapter 6

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Section I INTRODUCTION

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6-1 Establishing Legislation

(1) The Navy Dental Corps was established by provisions of an act of 22 August 1912 (now codified by act approved 10 August 1956, 10 U.S.C. 6027).

6-2 Mission

(1) Ensure dental readiness while optimizing dental health.

(2) The primary mission of the Navy Dental Corps is to provide care for active duty Navy and Marine Corps personnel that will prevent or remedy diseases, disabilities, and injuries of the teeth, jaws, and related structures, which may directly or indirectly interfere with the performance of military duties.

(3) The Navy Dental Corps vision is to promote, protect, and restore the dental health for those entrusted to our care.

6-3 Applicability

(1) Directives cited in this chapter pertaining to the practice of dentistry, apply to all dentists, military or civilian, who provide dental examinations or treatment to Department of the Navy (DON) personnel.

(2) Directives for “dental assistants” cited in this chapter pertaining to the practice of dentistry apply to military and civilian auxiliary personnel working in DON dental clinics.

(3) Directives of a military nature cited in this chapter apply to all military personnel attached to dental clinics, including officers of all Corps and enlisted personnel of all rates.

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6-4 Chief of the Navy Dental Corps

(1) The mission and functions of the Chief, Navy Dental Corps, consistent with Title 10, Subtitle C, Part I, Chapter 513, section 5138, are the following:

- (a) Establish professional standards and positions for dental practice.
- (b) Initiate and recommend action pertaining to complements, appointments, advancement, training assignments, and transfer of dental personnel.
- (c) Serve as the advisory agency for the Bureau of Medicine and Surgery (BUMED) on all matters relating directly to dentistry.

6-5 BUMED Dental Corps Positions

(1) *Office of the Navy Dental Corps (BUMED-M00C2)*. The Deputy Chief for Dentistry is also the BUMED Director of the Office of the Dental Corps. The Director is responsible for the performance of all functions of the Office. The Office plans, advises, and makes recommendations regarding changes in administrative policy; develops, coordinates, evaluates, and advises on matters pertaining to personnel policy, military requirements, and professional qualifications of Dental Corps officers; makes recommendations to the Bureau of Naval Personnel (BUPERS) regarding procurement, distribution, separation, training, career development, and accounting of Dental Corps personnel; and implements policies of the Chief, BUMED as they relate to service, education, and research. BUMED-M00C2 also has the following positions:

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(a) The Career Planner establishes liaison with Navy Recruiting Command (NRC); administers selected accessions programs; works with specialty leaders to develop career progression and career counseling; liaisons with Naval Medicine Manpower, Personnel, Training and Education Command (MPT&E) for development of educational programs; and other programs and projects as directed.

(b) The Plans and Policy Officer administers development of systems-wide policies for the Dental Corps involving manpower and reserve issues; works to coordinate and monitor appropriate legislative initiatives related to Dental Corp issues; evaluates Navy dental programs to ensure consistency with Navy Medicine policy and compliance with professional standards of practice.

(c) The Reserve Matters Assistant advises the Corps Chief/Director and the Deputy Director, Corps Reserve Affairs on all matters pertaining to Corps officers in the Selected Reserve (SELRES) and monitors active and reserve issues, anticipating impact on Reserve Corps personnel.

(2) **Health Care Support (BUMED-M3/5HCS).** Develops, coordinates, evaluates, and advises on matters pertaining to dental health care operations.

(3) **Business Planning (BUMED-M3/5DS).** Assists in the development of the business planning policy and process for Navy Medicine by reviewing and approving final business plans before forwarding to the Assistant Secretary of Defense for Health Affairs (ASD(HA)).

(4) **Futures (BUMED-M5F).** Assists in the acquisition, assessment, and analysis of pertinent biomedical and scientific information and technology that may impact present or future Navy Medicine missions.

(5) **Program Analysis and Evaluation (BUMED-M8B1).** Supports analysts in the generation of analytical reports and studies and provides coordination, development, and dissemination of performance measures. In addition, the position develops and implements analytical tools to support management of Navy Medicine.

(6) **Medical Resources, Plans and Policy Division (N931).** Assists in developing long-range plans for the Medical Department and the Chief of Naval Operations (CNO) as the Dental and Operational Medicine Analyst.

6-6

Director, Dental Programs (DDP), U.S. Marine Corps

(1) DDP also has the title “The Dental Officer, U.S. Marine Corps” and is the staff dental officer to the Commandant of the Marine Corps (CMC). Assigned to the Health Services Directorate, the DDP (Code HS) reports to the Director, Health Services and advises on Marine Corps dental matters.

6-7

Fleet Dental Officer

(1) The staff dental officer for Commander, Fleet Forces Command is designated as the fleet dental officer.

(2) See article 6-15 for the organization, mission, and functions of the fleet dental officers, and of dental personnel assigned to fleet units.

6-8

Functional Alignment of Dental Facilities

(1) Dental treatment facilities (DTFs) in Budget Submitting Office (BSO)-18 are aligned with military treatment facilities (MTFs) in health care facilities with an integrated chain-of-command and report to their respective medical regional command. DTFs with Marine battalions (BNs) are independent dental commands with dual reporting requirements (region/commanding general (CG)) for the commanding officer.

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DENTAL CORPS OFFICERS

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6-9 Grades and Strength

(1) The Navy Dental Corps consists of officers in the grades of lieutenant; lieutenant commander; commander; captain; and rear admiral (lower half).

(2) The Secretary of the Navy (SECNAV) prescribes the authorized strength and grade levels of the active duty Dental Corps officers based upon the overall needs of the Navy and Marine Corps.

6-10 Appointments

(1) **Appointments.** Appointments in the Dental Corps of the U.S. Navy and the Naval Reserve are made as vacancies occur or as otherwise determined by the Chief of Naval Personnel.

(2) **Qualifications for Appointments**

(a) **Regular Navy**

(1) **Sex.** Male or female.

(2) **Citizenship.** U.S. citizen.

(3) **Age.** The age is determined by SECNAV depending upon grade for which eligible.

(4) **Grade.** The grade in which appointed will be determined by the applicant's level of advanced education and training, professional experience, previous military service as a dental officer, or other commissioned service.

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(5) The applicant must be a graduate of a dental school approved by the American Dental Association and have a current unrestricted license to practice dentistry in a State or territory of the United States, the District of Columbia, or Commonwealth of Puerto Rico. Recent graduates of dental schools (within 6 months) may be appointed before licensing; however, they must obtain a current, valid license within 1 year from the date of graduation from dental school. Those dentists from States that require a 5th year, post graduate year one (PGY-1), of training prior to licensure will be allowed an additional 6 months to obtain their license (see OPNAVINST 1120.5 series).

(6) The applicant must be physically qualified per established standards and must meet the mental, moral, and professional qualifications as determined by a board of officers, the Dental Corps Professional Review Board (DCPRB), appointed by the Chief, Navy Dental Corps.

(7) Additional qualifications may be issued by the Chief of Naval Personnel.

(b) *Naval Reserve (Active/Inactive)*. The qualifications for appointment are the same as above, except that the applicant must be a U.S. citizen or an alien who has been lawfully admitted to the U.S. for permanent residence and hold a current Alien Registration Receipt Card (I-151).

(3) *Application for Appointment*

(a) Submit applications to the Chief of Naval Personnel following appropriate articles in the Military Personnel Manual (MILPERSMAN).

(b) Naval Reserve must submit applications to the Commander, NRC via the nearest Navy recruiting district office.

6-11 Promotions

(1) Officers of the Dental Corps become eligible for promotion when they accumulate the required promotion and entry grade credits, or complete the prescribed period of active duty in the next lower grade as specified in Public Law 96-513 of 12 December 1980, Defense Officer Personnel Management Act (DOPMA), as issued to the military services by DoD Instruction 6000.13 series.

6-12 Retirement

(1) The several types of retirement for officers of the Regular Navy and certain officers of the Naval Reserve are explained in MILPERSMAN article 1800-010 and current directives.

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Section IV

DUTIES OF THE DENTAL CORPS OFFICER

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6-13**Duty
Assignments**

(1) Dental officers are assigned to duty in naval activities, both MTFs and DTFs, in the continental United States (CONUS), to duty afloat in the large combatant and auxiliary ships of the fleet, to overseas duty with mobile construction battalions (CBs), and to duty with the U.S. Marine Corps Forces. Tours of duty will be in consonance with the overall needs of the naval service.

(2) A tour of duty is influenced by several factors. These include, but are not limited to, the ratio of sea and overseas billets to those ashore within CONUS; the number of officers on active duty for limited periods; requirements for officers with special qualifications; billets of an unusually arduous nature or in isolated areas; training requirements; and the desires of the individual officer. The length of tour will follow the Bureau of Naval Personnel (BUPERS) policy.

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6-14**Commanding Officer
or Executive Officer,
Medical Treatment Facility,
Dental Treatment Facility,
or Battalion (MTF/DTF/BN)
and Director of
Hospital Directorates**

(1) The commanding officer of an MTF/DTF/BN will be assigned as such by BUPERS. General duties include serving as commanding officer and accomplishing the economic, effective, and efficient performance of functions and operations of the clinic or hospital per U.S. Navy Regulations, the Manual of the Medical Department (MANMED), and other directives issued by competent authority. The commanding officer is responsible for the professional care and services provided to patients in the clinic and for the safety and well-being of the entire command. Subject to the orders of higher authority, the commanding officer is vested with complete military jurisdiction for those under his purview.

(2) The executive officer of an MTF/DTF/BN will be assigned as such by BUPERS. General duties include serving as executive officer and assuming command in the absence of the commanding officer. In the performance of these duties, the executive officer must conform to and effectuate the policies and orders of the commanding officer and must keep the commanding officer informed of all significant matters pertaining to the command. The executive officer will be primarily responsible, under the commanding officer, for the organization, performance of duty, operational readiness, provision of services, training plan, and good order and discipline of the entire command.

(3) Director of Hospital Directorates, including director of dental services/officer in charge (OIC) of a clinic, is assigned by and responsible to the commanding officer for the coordination and efficient delivery of health care through the executive officer. As such, the director monitors, reviews, evaluates, and analyzes existing and proposed health care programs, and recommends management alternatives to improve services to beneficiaries.

6-15**Fleet Dental Officer**

(1) **Responsibilities.** The fleet dental officer is responsible for the overview and oversight of all matters pertaining to the dental health care of the fleet by means of visits and review of dental service reports and reports of inspections. The Fleet Dental Officer keeps informed of all matters pertaining to dental personnel, dental materiel, and readiness of the fleet. The fleet dental officer maintains a close liaison with the U.S. Marine Corps Force dental officer to assure rapid assimilation and coordination of assets in both exercises and real evolutions when U.S. Marine Corps Force assets revert to the fleet commander's operational control.

(2) Scope of Inspection

(a) When the fleet dental officer is directed to inspect the dental organization of a ship or shore based activity, this officer will comment on the efficiency of the dental department or the dental division within the Medical Department.

(b) When the fleet dental officer visits a fleet unit or activity, this officer will do so on an advisory and constructive basis with a view toward possible improvement of the dental care.

6-16**Force Dental Officer**

(1) **Responsibilities.** The force dental officer is the advisor to the force commander on all dental matters. In addition, the force dental officer will keep the force commander informed on all matters affecting the delivery of dental care and will ensure that all policies of the fleet dental officer are executed. The force dental officer will:

(a) Assist the force commander in preparing the dental aspects of operational and logistics plans.

(b) Monitor operational dental readiness of all personnel attached to force units.

(c) Coordinate dental services administered by supporting units and facilities, and confer with fleet liaison officers as necessary to ensure maximum dental service to the force.

6-17**Senior Dental Officer on a Ship**

(1) The primary responsibility of the senior dental officer is to maintain the dental health of the personnel of the ship and attached squadron personnel. The dental officer and assistants will provide the dental treatment necessary to achieve this objective.

6-18**Dental Officer in Research Activity or Facility (Regulatory)**

(1) A limited number of dental officers with research ability or training may be assigned to research facilities.

(2) In addition to the policy and general duties prescribed in MANMED chapter 20, dental officers assigned to research facilities must conduct scientific investigations related to problems in Navy dentistry or as may be prescribed by the commanding officer or other competent authority and act in an advisory capacity to the commanding officer, through the chain of command, on all dental and oral research matters.

6-19**Assistant
Dental Officer**

(1) Assistant dental officers will conform to the policies established by higher authority with regard to the professional treatment and care of patients.

(2) Assistant dental officers will perform such other duties as may be assigned them by the commanding officer or other competent authority.

6-20**Education of
Dental Corps
Officers****(1) *Basic Indoctrination Course for Dental Officers***

(a) All newly appointed dental officers, except those who have received indoctrination training prior to reporting for active duty, may have an opportunity to attend Officer Development School (ODS), Newport, Rhode Island, for basic indoctrination. When possible, Navy Health Professions Scholarship Program (HPSP) and Health Science Collegiate Program (HSCP) scholarship students will be sent to ODS prior to graduation from dental school. Such training is designed to familiarize new dental officers with the conduct of dental practice within the Navy and with Navy and Medical Department regulations and administrative practices.

(2) ***PGY-1 Programs in Dentistry.*** Dental officers who come on initial active duty from dental school can apply for training in PGY-1 programs. There are two types of PGY-1 programs available to dental officers:

(a) General Practice Residency (GPR) Programs in Dentistry of 12 months duration are conducted at naval teaching hospitals. The training programs are designed to advance the knowledge and broaden the clinical experience of the recently graduated dental officer and are focused on dentistry in a hospital-based environment.

(b) Advanced Education in General Dentistry (AEGD) Programs of 12 months duration are conducted at various dental clinics. The training programs are designed to advance the knowledge and broaden the clinical experience of the recently graduated dental officer in all areas of general dentistry.

(3) *Advanced Clinical Programs are:*

(a) To provide in-service training for dental officers for further development of their full potential as dentists; to qualify them to serve in billets requiring significant experience in exodontia, but not requiring fully trained or board-certified personnel.

(b) To provide an opportunity for officers to further develop their clinical abilities.

(c) To provide officers an opportunity to evaluate their competency to specialize.

(d) To provide the opportunity for dental officers to develop interest, proficiency, and motivation for further training.

(e) Where candidates are selected by the Dental Corps Duty Under Instruction (DUINS) Selection Board on a competitive basis determined by the qualifications of the applicants.

(f) Not precluding later residency training but, a utilization tour may be expected before a residency program would be offered.

(4) *Naval Residency Training*

(a) The Naval Postgraduate Dental School at the National Naval Medical Center, Bethesda, Maryland, offers residency training in comprehensive dentistry, endodontics, oral diagnosis, oral medicine, oral maxillofacial radiology, oral pathology, periodontics, prosthodontics, maxillofacial prosthetics, and public health dentistry. Residency training in oral and maxillofacial surgery is conducted at various naval teaching hospitals. Residency training in public health dentistry is conducted at the Uniformed Services University of the Health Sciences (USU) and the National Institute for Dental Research (NDR).

(b) Applicants should consult the BUMED-NOTE 1520, which is published in January or February of each year. This notice contains information necessary to complete applications.

(5) *Residency Training in Civilian Universities*

(a) Residency training programs in civilian universities are available in limited numbers to dental officers and are offered to satisfy part of the Navy's requirements for well trained dental officers to practice, teach, and conduct research in the various disciplines of dentistry.

(6) *Short Postgraduate Continuing Education Courses in Naval Facilities*

(a) Continuing education courses in various disciplines of dentistry are available to active duty dental officers and to active duty dental officers of the Naval Reserve on a space available basis. These courses are designed and administered following the guidelines established by the American Dental Association and are available at the Naval Postgraduate Dental School, Bethesda, Naval Medical Center, Portsmouth, and Naval Medical Center, San Diego.

(b) Descriptions and dates of the courses are published in notices and in booklets available upon request from the training sites. Write to: Director, Naval Postgraduate Dental School, Bethesda, MD 20889-5077; or Senior Dental Executive, Naval Medical Center, Box 147, San Diego, CA 92136-5147.

(7) *Prerequisites, Selection, and Submission of Requests for Training*

(a) Applicants for the GPR and AEGD Programs are submitted during applicant's senior year of dental school. In some years, depending on the needs of the Navy, applications are also accepted from civilian dental students in their senior year. Civilian students can obtain information from their local Navy Recruiting Office. Selection is made by the PGY-1 in Dentistry Selection Committees subject to approval by the Chief, Navy Dental Corps.

(b) Applicants for all residency programs must have demonstrated interest in and aptitude for the specialty and have the scholastic record and clinical potential to succeed in a rigorous graduate training program. Applications should be submitted per the current BUMEDNOTE 1520.

(c) All American College of Physicians (ACP) and residency training requests are reviewed by the DUINS Selection Board.

(d) Applications are judged individually by considering many factors which include: projected staffing needs of the Navy Dental Corps; availability of funds, applicant's academic background, applicant's performance record and experience, applicant's career pattern (selection and assignments to ACPs and residency training are made from those officers considered best qualified for advanced study and for subsequent positions of increased responsibility), and completion of tours of duty relative to commencement of training (an officer's projected rotation date (PRD) should coincide with the date training is to commence, i.e., an officer cannot expect to have an overseas tour, etc., prematurely curtailed to enter training).

(8) *Correspondence Courses*

(a) Requests for short postgraduate continuing education courses at Naval Postgraduate Dental School, Bethesda, Naval Medical Center Portsmouth, or Naval Medical Center, San Diego, should be submitted via the chain of command to the training site and received at least 6 weeks before the convening date of the course. Dental officers serving in BUMED activities should request funding support for the course through their local commands. Those officers assigned to non-BUMED shore activities and to the Operating Forces, i.e., U.S. Marine Corps Forces or sea duty, should request funding from MPT&E, Bethesda, MD.

(9) *Audiovisual Resources*

(a) The Biomedical Communications Center (BCC) of each naval hospital worldwide, Naval School of Health Sciences, Portsmouth, Naval School of Health Sciences, San Diego, and Hospital Corps School, Great Lakes, are responsible for lending media to all medical and dental activities and Reserve components in its local area.

6-21**Duties in Care
of Combat and
Contingency
Casualty Situations
(Regulatory)**

(1) Dental officers must be qualified to perform advanced life support (ALS) resuscitative procedures during surge phases of combat or contingency situations so they may treat or assist in the treatment of casualties.

(2) Dental officers must maintain registration in basic life support (BLS) and receive other appropriate resuscitative training per BUMEDINST 1500.15 series. All Dental Corps officers detaching to operational billets should complete advanced trauma training preferably within 6 months of detachment, but no later than the earliest feasible training opportunity after notification of assignment. Oral and maxillofacial surgeons must additionally complete advanced cardiac life support (ACLS) training. Those dental officers, who have received advanced trauma life support (ATLS) or the Department of Defense Combat Casualty Care Course (C-4) more than 5 years previously, must receive updated training.

6-22**Narcotics, Alcohol,
and Drugs
(Regulatory)**

(1) The dental officer of a ship or station will not permit narcotics, controlled drugs, or dangerous drugs to be placed in the possession of any person, except in small quantities for use in treatment of patients (see MANMED chapter 21).

6-23**Knowledge of
Official Directives
(Regulatory)**

(1) Instructions cited in this manual are just a portion of the general instructions with which Dental Corps officers must be familiar. They must also study various other official publications such as BUMED instructions and notices, Navy Regulations, U.S. Manual for Courts-Martial, the Judge Advocate General (JAG) Manual, MILPERSMAN, and other current orders and instructions.

6-24**Off-Duty
Employment
(Regulatory)**

(1) Dental Corps officers must comply with MANMED article 1-22 regarding off-duty remunerative professional employment.

6-25**Dental Quality
Assurance/Risk
Management Program**

(1) Dental officers must ensure compliance with BUMEDINST 6010.13 series to identify and resolve issues to assure quality dental care. Dental care provided in naval hospitals is also subject to the standards of the Joint Commission.

(2) Dental officers must ensure the excellence of Navy dental health care by following the DON Standards of Oral Health Care in BUMEDINST 6320.82 series.

(3) Dental officers must be credentialed and privileged per BUMEDINST 6320.66 series.

6-26**Safety and
Occupational
Health Program/
Infection Control**

(1) *Dental commanding officers, department heads, and OICs* must ensure that hazards are eliminated or reduced as far as practicable in the dental workplace.

(a) Establish an activity Safety and Occupational Health Program per OPNAVINST 5100.23 series.

(b) Establish a Mercury Control Program per BUMEDINST 6260.30 series.

(2) Dental health care providers must be immunized against viral hepatitis per BUMEDINST 6230.15 series.

(3) *Commanding officers* must ensure strict compliance with BUMEDINST 6600.10 series, and maintain an infection control program to prevent transmission of infectious diseases in the dental workplace.

6-27**Publication of
Professional Articles
(Regulatory)**

(1) Dental Corps officers are encouraged to contribute to the professional literature. They must be guided by Navy Regulations, Navy Public Affairs Regulations, and BUMEDINST 5721.3 series relating to preparation and publication requirements. All articles for publication outside of official DoD sources must be screened through the cognizant Public Affairs Office prior to release for publication following BUMEDINST 5721.3 series.

6-28**Participation in Civilian
Professional Activities
(Regulatory)**

(1) Dental Corps officers should make every effort to establish and maintain the highest standards of ethical and professional practice, to keep themselves informed in all fields of dentistry, and to improve their professional abilities. When practical, they should attend professional meetings of dental societies, seminars, clinics, lectures, study courses, and other similar means of acquiring additional knowledge.

(2) Dental Corps officers should inform their commanding officers, or BUMED as appropriate, via the chain of command, of special incidents of interest, such as: certification by a specialty board, completion of a course of instruction or training not previously reported to BUMED, membership in an honor society, honorary or life membership in a professional society, appointment as editor, associate editor, or contributor on the staff of a professional publication, and similar types of accomplishment, honor, or appointment.

(3) Dental Corps officers desiring teaching affiliations in civilian institutions must comply with guidelines.

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Section V

U.S. Marine Corps Forces

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6-29

Establishment

(1) Force dental companies were established by the CMC to provide a flexible, mobile dental service for the U.S. Marine Corps Forces. The initial table of organization (T/O) for force dental companies was approved by CMC on 17 November 1954.

(2) CMC signed a T/O in July 1955, authorizing the Force Dental Company (Ground). Soon thereafter, the 1st, 2nd, 3rd, 4th, and 5th dental companies were formed. The Division of Aviation, Headquarters, U.S. Marine Corps, accepted the dental company concept in June 1956 and in January 1957, the 11th, 12th, and 13th dental companies (Aviation) were formed. To eliminate the situation of two T/Os with the same mission, a single T/O for a dental company was approved.

(3) A force DENBN was established by the CMC to provide more effective command and control of dental companies and to increase dental service support for the U.S. Marine Corps Forces. The initial T/O for a force DENBN was approved by CMC on 20 August 1979. Implementation of the DENBN organization was on 1 October 1979.

(4) To reduce infrastructure and enhance patient access to care, the consolidation of the colocated DENBN and Naval Dental Center (NDC) under one commanding officer, one executive officer, and one command master chief was accomplished at Okinawa, Camp Pendleton, and Camp Lejeune in July 1994. The T/O and deployability of the DENBN remains unchanged.

6-30

Organization

(1) *General.* Dental Support to the U.S. Marine Corps Forces is provided at the Marine Expeditionary Force (MEF) level by the NDC/DENBN assigned to the MLG. These officers are clinically and administratively assisted by Navy Corpsmen as well as enlisted Marine Corps personnel attached to the DENBN.

6-31

Mission

(1) The mission of the U.S. Marine Corps Forces Command and U.S. Marine Corps Forces Pacific dental organization is to ensure the combat effectiveness of the MEF and Marine Air-Ground Task Force (MAGTF) by providing a comprehensive program of dental support. During contingency or mass casualty situations, DENBN personnel augment the medical effort under the direction of the cognizant medical authority.

6-32

Organizational Relationships (Regulatory)

(1) The Marine Corps has dental officers assigned to the following levels of organization. The same dental officer may be, and frequently is, assigned to more than one level:

- (a) CMC, Headquarters Marine Corps, Health Services Directorate.
- (b) U.S. Marine Corps Forces Command and U.S. Marine Corps Forces Pacific.
- (c) MEF

6-33

Dental Officer on Staff of Health Services, Headquarters, Marine Corps (Regulatory)

(1) *Director of Dental Programs (DDP).* The DDP also has the title “The Dental Officer, U.S. Marine Corps” and is the staff dental officer to CMC. Assigned to the Health Services Directorate, the DDP (Code HS) reports to the Director, Health Services. The DDP provides assistance and advice to the Director, Health Services on professional and personnel matters relating to dental support throughout the Marine Corps. The DDP is supported by an administrative assistant who is a Master Chief Corpsman.

6-34**Dental Officer on
Staff of Commanding
General (CG),
U.S. Marine Corps
Forces Command and
U.S. Marine Corps
Forces Pacific
(Regulatory)**

(1) **Force Dental Branch/Section.** CG, U.S. Marine Corps Forces Command and U.S. Marine Corps Forces Pacific, have a force dental branch or section as special staff. The force dental branch consists of the force dental officer, the force dental administrative officer, and an enlisted administrative assistant. The force dental branch assists the CG in the professional, technical, administrative, and personnel matters pertinent to dental support for the MEFs.

(2) **Force Dental Officer.** The force dental officer will usually be a Navy Dental Corps officer with the grade of captain. As a member of the special staff, the force dental officer is directly responsible to the CG and functions under the staff cognizance of the assistant chief of staff, G-4.

(3) **Force Dental Administrative Officer.** The force dental administrative officer is a Navy Medical Service Corps officer with grade of lieutenant commander. The force dental administrative officer performs those administrative duties required for the proper functioning of the force dental branch and is directly responsible to the force dental officer.

6-35**NDC/Dental Battalion
(DENBN), Marine
Logistics Group (MLG)
(Regulatory)**

(1) **Mission.** To provide a comprehensive program of dental health care for an MEF. During contingency or mass casualty situations, DENBN personnel augment the medical battalion under the direction of the cognizant medical authority.

(2) **Concept of Organization.** An NDC/DENBN is designed to achieve the maximum use of personnel while providing the most effective dental health care for U.S. Marine Corps Forces operations. The organization of the NDC/DENBN allows for task organized detachments of DENBN personnel to support various MAGTFs. The T/O for the DENBN portion of the organization is composed of 74 dental officers, 2 Medical Service Corps officers, 153 dental Corpsmen, and 9 enlisted Marines.

(3) **Command and Control**

(a) **Command and Staff.** The NDC/DENBN is organic to the MLG and is under the operational and administrative control (OPCON/ADCON) of the MLG CG. Command and control is exercised by the NDC/DENBN commanding officer during in-garrison operations as well as contingencies or deployments. This control may be relinquished to supported commands.

(b) **Commanding Officer.** The NDC/DENBN will usually be commanded by a Navy Dental Corps officer with the grade of captain, as designated by the Chief of Naval Personnel with CMC concurrence.

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(1) **Function.** The commanding officer of the NDC/DENBN will function as the MLG staff dental officer and serve on the CG special staff. The commanding officer of the NDC/DENBN will advise and assist the CG in all dental professional, technical, administrative, and personnel matters, participate in operational contingency planning, recommend appropriate dental support, and be responsible for the preparation and review of all operational plans (OPLANS) requiring dental support.

(2) **Additional Duty (ADDU).** The commanding officer is ADDU as the MEF staff dental officer and serves on the MEF CG's staff to advise and assist the MEF commander on dental matters. The commanding officer in his or her NDC role is also ADDU to the CG, Marine Corps Base on which his or her command is located.

(3) **Authority.** The NDC/DENBN commanding officer is the regular reporting senior for all personnel assigned to his or her command. Per BUPERSINST 1610.10 series, fitness reports on Navy captains must be reviewed and signed by the CG or by a senior Navy or Marine Corps officer of higher precedence in the chain of command. The NDC/DENBN commanding officer has summary and special courts-martial convening authority per the Uniformed Code of Military Justice (UCMJ), articles 23 and 24 and JAGINST 5800.7 series (JAGMAN), section 0115.

(4) **Concepts of Employment**

(a) The NDC/DENBN is structured to provide command, control, and administrative support to achieve maximum use of professional dental manpower while providing the most effective and timely dental service support to combat or other U.S. Marine Corps Forces operations.

(b) During peacetime, the NDC/DENBN will provide comprehensive dental support in-garrison and will provide detachments to support exercises and deployments as required. In-garrison, dental facilities are responsible for providing comprehensive dental support to all eligible beneficiaries within the geographic area of the facility.

(c) In time of war, national emergencies, or disasters, elements of the DENBN will augment the medical battalion and provide task organized detachments as required in support of MAGTFs. Dental detachments when assigned to embarked Marine units, will be responsible for the dental support of the embarked Marine personnel. When the dental detachment does not accompany the embarked Marines ashore, it may be appropriate to assist in providing dental support for the ship's personnel. When attached to an MAGTF and geographically separated from their parent DENBN, they will come under the OPCON/ADCON of the MAGTF supported.

(d) A command engaged in a training exercise will be provided dental support commensurate with the size of the unit, length of deployment, and type of exercise or training. The cognizant staff dental officer is responsible for identifying dental requirements and recommending appropriate dental support to the exercise commander. This information should be included in the dental annex of the OPLAN.

6-36

Dental Officer Embarked With Personnel in Transport (Regulatory)

(1) The senior dental officer embarked with personnel will:

(a) Report to the dental officer of the ship upon each embarkation and request the use of the facilities of the dental department. Report his or her debarkation to the ship's dental officer.

(b) Be responsible for the dental health of the embarked personnel throughout the duration of the deployment/operation.

(c) Advise the Marine commander regarding the availability of dental treatment for embarked personnel and their state of operational dental readiness (ODR) and dental health.

(d) Establish a duty schedule for embarked dental personnel.

(e) Advise the Marine commander regarding the assignment of dental personnel to duties in the dental department of the ship.

(f) Assist the ship's dental officer whenever possible to improve the dental readiness and health of ship's company personnel.

6-37

Training

(1) Training for personnel assigned to an NDC/DENBN will include professional training, field training, and any other training that may be necessary to maintain required credentials and proficiency. All training should be consistent with the accomplishment of the overall mission of the DENBN. All enlisted personnel assigned to the DENBN are required to attend an appropriate course of instruction at Field Medical Service School (FMSS), Camp Lejeune or Camp Pendleton. Enlisted personnel enroute to an overseas DENBN tour must attend FMSS before departing CONUS. Other enlisted dental personnel will attend the first available regularly scheduled class. All dental officers are also required to attend the Combat Casualty Care Course (C-4).

(a) **Professional Training.** Dental professional training requirements are published in the MANMED, BUMED directives, and Marine Corps Order (MCO) 1500 series. General military training programs are set forth in OPNAVINST 1500 series. Training of enlisted personnel will emphasize cross training to provide maximum flexibility to ensure that personnel advancement requirements (PARs) are met.

(b) **Field Training.** DENBNs will conduct field training to ensure readiness for deployment to the field and in support of MEF units under field conditions. Individual training will be conducted to ensure that all personnel are prepared to undertake field duty as individuals and as members of dental detachments performing their primary technical functions. Training requirements should include any special combat or field training which is current or to which the DENBN elements may be committed. To preclude conflicts between DENBN, MLG, and MEF commitments, exercises, and field training must be coordinated and approved by the DENBN commanding officer or higher authority.

6-38

Dental Supplies and Equipment

(1) Dental field equipment and supplies consist of items needed by the DENBN to carry out its mission of dental support in the field. These materials are supplied in the authorized dental allowance lists (ADALs).

(2) When DENBN personnel deploy in support of field exercises or MAGTF deployments, they require certain non-professional items to support their dental health care delivery mission. These items are listed in the table of equipment (T/E) and includes such items as tents, desk sets, chairs, cots, flooring, air conditioning units, tent liner, etc.

6-39

Planning Dental Facilities

(1) Planning of dental facilities will be coordinated between Headquarters, U.S. Marine Corps (Codes HS and Installation and Logistics (I&L)), and BUMED-M3/5.

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Section VI

DENTAL STANDARDS

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6-40

Waivers of Dental Defects

(1) There is a difference between a waiver and a conditional waiver. The recommendation for waiver is applicable to a candidate for appointment, enlistment, or reenlistment in any status. However, a conditional waiver is considered only when an individual, already a member of the Naval Reserve or Marine Corps Reserve, except Fleet Reserve or Fleet Marine Corps Reserve, has been examined incident to assignment to extended active duty (other than training duty) and does not meet established physical standards.

(2) When, in the opinion of the dental examiner and the commanding officer, or the OIC of the examining facility, a waiver of any disqualifying defect is warranted, a recommendation to that effect may be submitted on the DD 2808 for consideration, per MANMED article 15-31.

(3) Defects which may be waived are those which, although disqualifying following naval physical standards, will not interfere with the examinee's ability to perform the duties in the prospective grade or rate.

(4) The recommendation for waiver must be entered on the reverse side of the DD 2808. The defects must be fully described.

(5) When a physical examination is conducted incident to assignment of a Navy and Marine Corps reservist to active duty, exclusive of active duty for training, the commanding officer or OIC, upon the recommendation of the dental examiner, can grant a conditional waiver for any defect which in all probability will not interfere with the member's performance of active duty. The conditional waiver carries with it the authority to consider the member physically qualified to active duty prior to final review of the records in the Navy Department. When granted, the member must be advised and the conditional waiver must be reported on the reverse side of the SF 88. The reporting procedure is identical to that applicable to a recommendation for waiver.

6-41**Operational Dental
Readiness (ODR)**

(1) The ODR goal for active and reserve personnel is 95 percent. To support this goal and to ensure a high level of dental readiness consistent with sustained operational commitments, and to improve consistency between Active Duty and Reserve Components, DoD policy is set forth in the ASD(HA) Policy Memo 98-021 of 19 Feb 1998, and ASD(HA) Policy Memo 02-011 of 4 Jun 2002 prescribing that:

(a) The ASD(HA) Policy Memo 97-020 of 19 Dec 1996, DoD Standard Dental Classifications, serves as a guideline for Navy and Marine Corps Active Duty and Reserve Components. In a BUMED policy letter ser M00C2/07UM00C2133 of 3 Dec 2007, the Chief of the Corps reaffirmed the current Navy classification system instituted in Oct 2002. (part of enclosure (1) of the 3 Dec 2007 BUMED policy letter) - the stricter modifications to the DoD guidelines include labeling patients Class 3 if they have:

(1) Non-cavitated carious lesions that extend 0.5 mm or more (radiographically) beyond the dental enamel junction. Any cavitated caries lesions.

(2) Teeth that have been restored with permanent restorative materials but for which cuspal coverage is indicated.

(3) Unerupted (with oral communication) or partially erupted teeth that will not erupt into a functioning occlusion and are recommended for removal.

(4) Erupted, partially erupted, unerupted, or malposed teeth with historical, clinical, or radiographic signs or symptoms of pathosis including partially impacted teeth (will never erupt into occlusion) with oral communication. Note: Clinical judgment may supersede this criteria in individual cases.

(b) Active and SELRES personnel are required to have a dental examination on an annual basis.

(c) All personnel scheduled for a permanent change of station assignment to an overseas location will be screened for dental disease. Personnel found to be in Dental Class 3 or 4 shall not be reassigned until treatment placing them in at least Dental Class 2 is completed.

(d) Dental records shall be screened prior to extended deployments. Personnel will not deploy in Dental Class 3 or 4.

(2) The ODR Report is generated by the Dental Common Access System (DENCAS). DENCAS is the Navy Medicine system used to track dental needs and readiness of active and reserve populations. The ODR Report is downloaded monthly from DENCAS by the supporting MTF and delivered to the dental liaison. The ODR Report provides, at a minimum, the following:

(a) Unit identification.

(b) Date of report.

(c) Servicing dental treatment facility and dental facility contact information.

(d) Number of subject unit's personnel in each of the four dental classifications.

(e) And the unit's ODR and dental health for the specific period reported.

6-42**Dental Health
Standard**

(1) The dental health goal for active duty is 65 percent. Resources and strategies have been identified to support the dental health 65 percent goal and thereby support population health maintenance by intervention and preventive measures.

6-43**NAVMED 6630/2
Precious Metal
Issue Record**

(1) Entries must be made in ink as indicated in the appropriate spaces on NAVMED 6630/2 (Rev. 01-93) and DD FORM 2322 (Oct 1983), Prosthodontic Work Request and Prescription by activities having prosthetic dental facilities.

(2) The total quantity of precious and special dental metals USED, as computed from the Precious Metal Issue Records, should balance with column 7, CASES DELIVERED, of NAVMED 6630/3 (Rev. 12-72), Statement and Inventory of Precious and Special Dental Metals and DD FORM 2322.

(3) The Precious Metal Issue Records, when completed and audited, must be filed in the same alphabetical manner as the DD FORM 2322. They must be available for inspection at any time until 2 years old, when they will be retired along with the corresponding DD FORM 2322 per SECNAVINST 5212.5 series.

6-44**Instructions and Forms
Related to the Delivery
of Dental Care**

(1) **Instructions**, though not encompassing, are where guidance may be found relating to the following topics:

(a) Standards of Oral Health Care, BUMEDINST 6320.82 of 28 Aug 1992, with change transmittal of 16 Dec 1994 available electronically at: <http://navymedicine.med.navy.mil/Files/Media/directives/6320-82%20w%20changes.pdf>.

(b) Use of Dental implants in the Navy Health Care System, BUMEDINST 6630.3 of 29 Jan 2007 available at: <http://navymedicine.med.navy.mil/Files/Media/directives/6630-3.pdf>.

(c) Orthodontic care in Navy Military Facilities: BUMEDINST 6670.2A of 24 Jul 2007 available at: <http://navymedicine.med.navy.mil/Files/Media/directives/6670-2A.pdf>.

(d) Sedation (currently in final draft) BUMEDINST 6710.67B.

(e) NAVMED 6660/1 (09/87), Plaque Control Record and NAVMED 6660/2 (03/90), Periodontal Chart are available electronically from the following Web site: <https://navalforms.daps.dla.mil/web/public/home>. NAVMED 6660/1 is used to measure and assist the progress of a patient undertaking a more purposeful approach to controlling bacterial plaque. NAVMED 6660/2 tracks progress and effects of periodontal disease and results of treatment over time.

(2) Forms

(a) SF 88 (Rev. 10-94), Medical Record-Report of Medical Examination, is available electronically at: <http://www.gsa.gov/Portal/gsa/ep/formslibrary.do?formType=SF>.

(b) DD FORM 2322 (Oct 1983), Dental Laboratory Work Authorization is available electronically from the following Web site: <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>.

(c) DD FORM 2808 (Oct 2005), Report of Medical Examination, is available electronically at: <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>.

(d) NAVMED 6630/2 (Rev. 01-93), Precious Metal Issue Record, is available electronically from the "Forms" tab at: <http://navymedicine.med.navy.mil/default.cfm?selTab=Directives>.

(e) NAVMED 6630/3 (12-72), Statement and Inventory of Precious and Special Dental Metals, is available electronically from the "Forms" tab at: <http://navymedicine.med.navy.mil/default.cfm?selTab=Directives>.

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Section VII

ACRONYMS AND REFERENCES

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Acronyms

ACLS	Advanced Cardiac Life Support
ACP	American College of Physicians
ADALs	Authorized Dental Allowance Lists
ADDU	Additional Duty
AEGD	Advanced Education in General Dentistry
ATLS	Advanced Trauma Life Support
BCC	Biomedical Communications Center
BN	Battalion
BUMED	Bureau of Medicine and Surgery
BUPERS	Bureau of Naval Personnel
C-4	Combat Casualty Care Course
CBs	Construction Battalions
CG	Commanding General
CMC	Commandant of the Marine Corps
CONUS	Continental United States
DCPRB	Dental Corps Professional Review Board
DDP	Director, Dental Programs
DENBN	Dental Battalion
DENCAS	Dental Common Access System
DON	Department of the Navy
DOPMA	Defense Officer Personnel Management Act
DTF	Dental Treatment Facility
DUINS	Duty Under Instruction
FMSS	Field Medical Service School
GPR	General Practice Residency
HPCP	Health Science Collegiate Program

HPSP	Health Professions Scholarship Program
JAG	Judge Advocate General
MAGTF	Marine Air-Ground Task Force
MANMED	Manual of the Medical Department
MCO	Marine Corps Order
MEF	Marine Expeditionary Force
MILPERSMAN	Military Personnel Manual
MLG	Marine Logistics Group
MPT&E	Manpower, Personnel, Training and Education Command
MTF	Medical Treatment Facility
NDC	Naval Dental Center
NDR	National Institute for Dental Research
NRC	Navy Recruiting Command
ODR	Operational Dental Readiness
ODS	Officer Development School
OIC	Officer in Charge
OPCON/ADCON	Operational and Administrative Control
OPLANS	Operational Plans
PARs	Personnel Advancement Requirements
PGY-1	Post Graduate Year One
PRD	Projected Rotation Date
SELRES	Selected Reserve
T/E	Table of Equipment
T/O	Table of Organization
USU	Uniformed Services University of the Health Sciences

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References

U.S. Code, Title 10, Subtitle C, Part I, Chapter 513, section 5138

Public Law 96-513 of 12 Dec 1980

ASD(HA) Policy Memo 98-021 of 19 Feb 1998

ASD(HA) Policy Memo 97-020 of 19 Dec 1996

ASD(HA) Policy Memo 02-11 of 4 Jun 2002

BUMEDNOTE 1520, annual notice

BUMEDINST 1500.15 series

BUMEDINST 5721.3 series

BUMEDINST 6010.13 series

BUMEDINST 6230.15 series

BUMEDINST 6260.30 series

BUMEDINST 6320.66 series

BUMEDINST 6320.82 series

BUMEDINST 6600.10 series

BUMEDINST 6630.3 series

BUMEDINST 6670.2 series

BUMEDINST 6710.67 series

BUPERSINST 1610.10 series

DODINST 6000.13 series

JAGINST 5800.7 series

MANMED Change 107 of 29 Oct 1992

MANMED Chapter 1, article 1-22

MANMED Chapter 15, article 15-31

MANMED Chapter 20

MANMED Chapter 21

MILPERSMAN article 1800-010

OPNAVINST 1120.5 series

OPNAVINST 5100.23 series

U.S. Code, Title 37, Chapter 5, section 313

Uniform Code of Military Justice, articles 23 and 24, section 0115

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