

## **Periodic Health Assessment (PHA) Instructions**

### **STEP 1: Complete the online electronic Periodic Health Assessment (ePHA) questionnaire**

- Access the online ePHA using the link below:

<https://data.nmcphc.med.navy.mil/PHA/Index.aspx>

- **New Account:**  
If you have never logged into PHA, please click on "Register New Account." Your Login ID will be your DOD ID which can be found on the back of your CAC. To register with the PHA system, complete all fields. Some fields may automatically fill based on your CAC. Once complete, click "Register." You will see a confirmation page stating "Account Created" with the options to "Proceed to PHA" or "Return to Login." To complete an assessment at this time click "Proceed to PHA."
- **How to Create an Assessment:**  
Click "Start New Assessment" under the current year. All pages are required. When a page is completely filled out, the "Incomplete" next to the page number will disappear. The Assessment will not allow you to continue while there is an Incomplete page. The Assessment can be saved and closed at any time. After you have completely filled in your Assessment, click "Go to Review." At the bottom of the page click "Sign and Finish!" At the end of your Educational Report click "Complete."

### **STEP 2: Call Navy Medicine Readiness Training Unit Everett, Medical Readiness Department Monday-Friday 0730-1530 at (425) 304-4142.**

- Call the Medical Readiness Department. Once verified that step 1 has been properly completed, an appointment for a virtual PHA will be scheduled with a PHA Provider.

### **STEP 3: PHA Appointment- A Health Care Provider will complete your PHA**

- During your virtual PHA appointment a Health Care Provider will call you at your scheduled time and date.
- Based on responses provided during your assessment, a future medical appointment may be scheduled prior to completion of your PHA to address any medical issues discussed or identified during either assessment.

### **STEP 4: PHA Complete**

- Once you talk with the PHA Provider your PHA is complete. Allow 2 to 3 business days for Physical Readiness Information Management System (PRIMS) to show your updated PHA status so that you can complete the Physical Activity Risk Factor Questionnaire (PARFQ).