



NATIONAL GUARD BUREAU
111 SOUTH GEORGE MASON DRIVE
ARLINGTON VA 22204-1373

ARNG-CSG (RN 40)

3 March 2023

MEMORANDUM FOR Army National Guard Military Personnel Officers (MILPOs) of all States, the U.S. Virgin Islands, Guam, and the District of Columbia

SUBJECT: Army National Guard (ARNG) Medical Waiver Requirements for Army Reserve Officer Training Corps (ROTC) Cadets (PPOM 22-048)

1. References:

- a. Department of Defense Instruction (DoDI) 6130.03, Volume 1 (Medical Standards for Military Service: Appointment, Enlistment, or Induction).
- b. United States Army Cadet Command (USACC), ATCC-RO memorandum (Simultaneous membership Program (SMP)) "Fast Track" Program and Procedures, 11 April 2019.
- c. Army Regulation (AR) 40-501 (Standards of Medical Fitness).
- d. National Guard Regulation (NGR) 600-100, (Commissioned Officers Federal Recognition and Personnel Actions).
- e. Army National Guard, ARNG-ZA memorandum (Delegation of Authority for Medical Accession Waivers), 22 September 2020.

2. Purpose: This policy further clarifies accession waiver requirements for those commissioning through ROTC and supplements the recently published 22 November 2022 NGR 600-100.

3. Limitations: Prior to the NGR 600-100 update released in 2021 the publication was dated 1994. It was unclear which ROTC physicals required review by ARNG. The 2021 version of NGR 600-100 stated "send ROTC DODMERB, and LDAC exams to ARNG Office of the Chief Surgeon (ARNG-CSG) for final approval and to acquire a proper 'Physical capacity/stamina, Upper extremities, Lower extremities, Hearing/ear, Eyes, Psychiatric (PULHES)' factor, for initial appointment IAW AR 40-501, chapter 8-

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14a(1) and (2).” However, ARNG did not see an increase in ROTC medical waiver submissions and observed continued inconsistencies from the 54 states and territories.

4. Policy:

a. Personnel trying to contract into Army ROTC must complete a Department of Defense Medical Examination Review Board (DoDMERB) accession physical IAW reference a. or have a Military Entrance Processing Station physical fast-tracked and approved by DoDMERB. See reference b.

b. Personnel who fail to meet standards outlined in reference a. require a medical waiver. IAW reference c., the Commanding General (CG), USACC is the medical waiver authority for entry into Army ROTC. See enclosure 1 for an example of an approved ROTC Waiver on a DoDMERB physical.

c. Once contracted, if a new medical condition occurs that does not meet the standards in reference a. a medical determination is required. Medical determinations are medical waivers. The CG, USACC is the medical waiver authority for continuation in ROTC and these medical determinations. See enclosure 2 for an example of ROTC Medical Determination.

d. Approved Cadet Command medical waivers and medical determinations allow applicants to medically qualify to enter ROTC, Cadets to continue in the program, and to commission into the United States Army Reserves.

e. IAW reference c. the Director, ARNG is the medical waiver authority for all accessions for the ARNG and the Army National Guard of the United States (ARNGUS).

f. Cadets who access into the ARNG/ARNGUS AND required a Cadet Command medical waiver or medical determination must obtain a ARNG medical waiver PRIOR to commissioning and signing their Oaths of Office (DA 71 and NGB Form 337).

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g. Officer Strength Managers should submit medical waiver packets in Medical Action Tracking System (MATS), a module within MEDCHART, as soon as possible. See NGR 600-100, 2.h.(4) for a list of the required documents. See Enclosure 3 for MATS Access Policy.

h. Failure to have an approved ARNG medical waiver prior to commissioning will result in delayed processing by the Federal Recognition Board.

3. Points of contact:

a. Policy issues: LTC Ginger M Wietholder, Personnel Policy Division (ARNG-HRH), 703-607-0453 or ginger.m.wietholder.mil@army.mil.

b. Medical issues: LTC Brian Harrity, Clinical Operations Branch Chief (ARNG-CSG-C), 703-607-7143 or brian.p.harrity.mil@army.mil.

Encls

SUSAN R.E. FONDY
COL, MC
Chief Surgeon, Army National Guard

CF:
State Surgeons
Deputy State Surgeons
MILPOs
HROs
State IGs
ARNG-HRH
ARNG-HRM
ARNG-HRP
ARNG-HRR
Officer Strength Managers
Cadet Command Surgeon

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Det# 003323

DOD MEDICAL EXAMINATION REVIEW BOARD (DODMERB)

OMB No. 0704-0398

REPORT OF MEDICAL EXAMINATION

(Please read Privacy Act Statement before completing this form.)

Department of Defense
Medical Examination Review Board

Apr 29, 2021

Medically Qualified **Waiver Granted**
Army Campus Based ROTC
Scholarship Program

The public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services Directorate, Information Management (0704-0398). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM TO:
EDGERTON DRIVE, SUITE 132, USAF ACADEMY CO 80840-2200.

PRIVACY ACT STATEMENT

AUTHORITY: Title 10, USC 133, 3012, 5031, 8013, and Executive Order 9397.

PRINCIPAL PURPOSE: To determine medical acceptability or update a medical file as part of the application process to a United States Service Academy, Reserve Officer Training Corps (ROTC) Scholarship Program, or the Uniformed Services University of the Health Sciences (USUHS).

ROUTINE USES: This information may be disclosed to any U.S. Government agency requiring the information to complete applications to their organizations.

DISCLOSURE: Voluntary; however, failure to furnish the requested information will impede the selection process and hamper your candidacy. Use of the Social Security Account Number (SSN) is used for positive identification of records.

APPLICANT DATA

DEPARTMENT OF THE ARMY HEADQUARTERS, UNITED STATES ARMY CADET COMMAND				
 REPLY TO ATTENTION OF ATCC-ZM MEMORANDUM FOR 3rd Brigade Commander SUBJECT: <u>Medical Determination Request</u>	Date <div style="border: 1px solid black; padding: 2px;">02/11/2020</div>			
	First Name	MI	Last Name	SSN (last 4)
	School Name <div style="border: 1px solid black; height: 15px; width: 100%;"></div>			
	Commissioning Date:		Date Attending CST (Approx):	
			N/A: <input type="checkbox"/>	
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>1. The medical disqualification(s) below has/have been reviewed by the Command Surgeon with the following recommendation:</p> <div style="border: 1px solid black; padding: 5px; min-height: 100px;"> Iron deficiency anemia </div> </div> <div style="width: 50%;"> <p>Command Surgeon's Recommendation:</p> <div style="display: flex; flex-direction: column; gap: 5px;"> <div><input checked="" type="checkbox"/> Recommend Approval <small>(Note: per 1 and 3)</small></div> <div><input type="checkbox"/> Recommend Disapproval</div> <div><input type="checkbox"/> Remedial Requested</div> <div><input type="checkbox"/> Forward to the Office of the Surgeon General</div> <div><input type="checkbox"/> Medical Leave of Absence for: <input type="text"/> Months</div> <div><input type="checkbox"/> Administrative Action Required</div> </div> <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 10px;"></div> </div> </div>				
<p><u>Additional Information Requested/Comments:</u></p> <div style="border: 1px solid black; padding: 5px; min-height: 100px;"> IAW DoDI 6130.03, Section 5.22. History of anemia meets the waiver approval criteria when repeat evaluation show significant improvement and has been released for full unrestricted activity. </div>				
<p>2. This decision was based on Army Regulation 40-501, Standards of Medical Fitness, chapter 2, 14 December 2007.</p>				
<p>3. Inform the Cadet that any recurrence of this medical condition could result in disenrollment from the ROTC program.</p>				
<p>4. Point of contact for this action is <div style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></div> at <div style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></div> or <div style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></div></p>				
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p><small>Once digitally signed, no changes can be made on this form. Please check your work before signing.</small></p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div> </div> <div style="width: 30%;"> <p>Brigade Commander's Signature Block:</p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div> </div> <div style="width: 30%;"> <div style="display: flex; flex-direction: column; gap: 5px;"> <div><input checked="" type="checkbox"/> Approval</div> <div><input type="checkbox"/> Disapproval</div> </div> </div> </div>				
<div style="display: flex; justify-content: space-between;"> ROTC CDT CMD FORM Medical Determination, 10/25/2017 Previous versions obsolete </div>				

Enclosure 2 ROTC Medical Determination



MEDICAL ACTION TRACKING SYSTEM (MATS) ACCESS POLICY

ARNG-CSG

National Guard Bureau
111 South George Mason Drive
Arlington, VA 22204

Enclosure 3 MATS Access Policy

27 February 2023

MATS Access Policy

1.1 System Access

- a. Users request MATS access at <https://medchart.ngb.army.mil/MED-CHART/default.aspx>
- b. Requestors complete:
 - (1) [MATS Training - One Time for LNO Users - Ongoing Availability Tickets, Multiple Dates | Eventbrite](#)
 - (a) Training is offered monthly.
 - (b) It is recommended to register and attend training on your personal device as Eventbrite is not user friendly on government networks.
 - (c) If unable to successfully register, email RCTraining@asmr.com for assistance in getting access to the next available class.
 - (d) ASM Research (ASMR) verifies training completion by sending attendees an email.
 - (2) Health Insurance Portability and Accountability Act (HIPAA) training (annual requirement) by one of the following:
 - (a) Complete through MEDCHART (no training certificate is issued)
 - (b) Complete through Joint Knowledge Online (JKO) and upload the certificate into MEDCHART
 1. <https://jkodirect.jten.mil/Atlas2/page/desktop/DesktopHome.jsf>
 2. Course title: HIPAA and Privacy Act Training (1.5 hrs)
 3. Course ID is DHA-US001
- c. Once the above requirements are complete forward the ASMR training completion email to ng.ncr.ngb-arng.list.hrr-rob-waivers-mil@army.mil so the request can be reviewed and approved.

1.2 Authorized Users

- a. Appropriate Users (positions are not all inclusive):
 - (1) The following positions, confirmed by the Strength Maintenance (HRR) Medical Waivers Team, may need MATS Liaison (LNO) access to process medical waivers:
 - (a) Medical Entrance Procession Station (MEPS) Guidance Counselors
 - (b) R&R Sergeant Major (SGM) or Senior (SR) OPS Noncommissioned Officer in Charge (NCOIC)
 - (c) Officer Strength Managers (OSM)
 1. Basic Branch Recruiters and/or their Staff

2. Specialty Branch Recruiters (AMEDD, Chaplain, JAG) and/or staff
3. Warrant Officer Strength Managers and/or staff

(2) The following positions, confirmed by the Chief Surgeon's Office (CSG), may need access to MATS to process Convalescence Leave:

- (a) State Surgeon (SS)
- (b) Deputy State Surgeon (DSS)
- (c) Medical Readiness NCO
- (d) Health Service Support / Medical Actions
- (e) Nurse Case Manager
- (f) Full Time provider at state level
- (g) Deputy G1
- (h) Supervisor for DSS

** These positions should NOT be submitting medical waivers.**

(3) Exceptions to this policy will require a memorandum signed by the Recruiting and Retention Commander or the SS stating the position and roles required (Medical Waivers / Convalescence Leave).

1.3 Approval Authority

- a. The final authority for granting MATS LNO access is:
 - (1) HRR Medical Waivers Team for accession medical waivers.
 - (a) HRR Medical Waivers Team has the authority to remove access and/or require retraining. Retraining may include reviewing slide presentations, on-site training, or teleconferences.
 - (2) CSG for processing convalescent leave.
 - (3) If additional MATS LNO roles or permissions are required, the MATS LNO must contact the HRR Medical Waivers with justification.
- b. After 90 days of not accessing the system, the MATS LNO's account will become inactive.