Guide for eDHA Users

eDHA Login and Wizard
Guide for Filling Out a PDHRA

22 April 2014

UNCLASSIFIED
How to Access the eDHA Website

• Access the eDHA Web Page at:

   https://data.nmcphc.med.navy.mil/edha

• Inaccessibility of the website:

   This may be related to the user’s Internet Explorer (IE) settings. In the Internet Explorer page, click “Tools” then click “Internet Options.” In the “Advanced” tab under “Security” ensure that SSL 2.0, 3.0 and TLS 1.0 are enabled and TLS 1.1 and 1.2 are not.

   If issues persist, contact the eDHA help desk at (757)953-0717/DSN 377 or email at NMCPHC-EDHAAHelpDesk@med.navy.mil.
New eDHA Users

Click “New user?” then in the next screen a prompt appears to enter the Passphrase. Enter Activenavy1# then Click “Submit”
New User Registration

Enter your information then click “Register” to complete.
Previous eDHA User

Access eDHA at: https://data.nmcphc.med.navy.mil/edha

1) Login ID = your SSN
   Password = the one you created or

2) Login using your CAC option
Forgot Your Password Login Option

Click “Forgot Your Password?”

In the next screen, enter your SSN as Login ID then click “Submit”
Enter your information then click “Submit.” The system will then take you back to the Login Page.
Note: Unless you updated your eDHA profile select the Pay Grade when you first created your account.
Create a New Deployment Health Assessment

Welcome: Christian Sanchez

Instructions:

Deployment Health Assessments (DHA) and Mental Health Assessments (MHA) are required to be completed at specific time frames prior to, at return, and after a qualifying deployment. The table below indicates the timeframe each assessment is to be completed.

Deployment Health Assessment (DD Forms 2795, 2796, 2900) Mental Health Assessment (NAVAMED 6100/8)

<table>
<thead>
<tr>
<th></th>
<th>Prior to Deployment</th>
<th>Returning from Deployment</th>
<th>Once Returned from Deployment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessment</td>
<td>Pre-Deployment Health Assessment (Pre-DHA) (DD 2795)</td>
<td>Post Deployment Health Assessment (Post-DHA) (DD 2796)</td>
<td>Mental Health Assessment (MHA) (NAVAMED 6100/8)</td>
</tr>
<tr>
<td>Timeframe</td>
<td>To be completed no earlier than 120 days prior to start of deployment</td>
<td>To be completed between 90-180 days after returning from deployment*</td>
<td>To be completed between 181-545 days (7-17 months) after returning from deployment*</td>
</tr>
</tbody>
</table>

* The PDHRA must be completed even if it has been more than 100 days after returning from deployment
** The final MHA must be completed even if it has been more than 30 months after returning from deployment

Click “Create a New Deployment Health Assessment”
Select the Correct DHA

Choose the appropriate DHA based on the “Timeframe” associated with the “Assessment” then click the “SELECT” green arrow which corresponds to the DHA you need to fill out.

Select “Have you returned from deployment within the past 90 to 180 days?” for the PDHRA.
Select the Reason for PDHRA then Enter the Date of Departure from Theater

Click “Boots on the Ground for at least 30 days” or “Required by Command,” whichever applies, to complete the PDHRA. “U.S. Marine Corps” is for USMC Service Members Only!

Enter the date you departed from the theater of operation using the drop down option. If your “Departure Date” is outside of the compliance window, use the “Report an Overdue PDHRA Survey” option.
Navigating the eDHA Wizard

After you entered the “Date of Departure,” click the “NEXT” arrow. The next screen will ask you to ADD the PDHRA.

If you chose “Report an Overdue PDHRA Survey,” the system will take you directly to the “Enter a Passphrase” screen.

Click “ADD” green arrow. In the next screen, the system will prompt you to enter the “Passphrase.”

Enter the Passphrase “Activenavy1#” then click “Submit.” The system will then take you to the PDHRA form.
If the DHA originally selected from the previous screen is not the correct DHA, click the “OTHER” green arrow. In the next screen, you will have the option to choose the correct DHA.

Enter the Passphrase = Activenavy1# then click “Submit”.

Select the reason why you opt out of the previous screen then click the “ADD” green arrow of the correct DHA - choose PDHRA in this instance. In the next screen, the system will prompt you to enter the Passphrase.
Fill out all the Pages then Save

Click “save” icon before leaving each page
Note: YOU ARE NOT DONE YET!
The PDHRA is not complete until certified by the medical provider:

- Schedule a face-to-face interview with the medical provider at your local Military Treatment Facility (MTF) to have your DHA certified.
- Active Duty Sailors in a remote location without access to an MTF or Reserve Sailors should contact the PDHRA Call center at 1-888-734-7299 to have your PDHRA certified.
### Deployment Health Assessments

Deployment Health Assessments (DHA) and Mental Health Assessments (MHA) are required to be completed at specific time frames prior to, at return, and after a qualifying deployment. The table below indicates the timeframe each assessment is to be completed.

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</thead>
<tbody>
<tr>
<td></td>
<td>Pre-Deployment Health Assessment (Pre-DHA) (DD 2795)</td>
<td>Post Deployment Health Assessment (Post-DHA) (DD 2796)</td>
<td>Post Deployment Health Re-Assessment (PDHRA) (PDHRA Form 2000)</td>
</tr>
<tr>
<td>Timeframe</td>
<td>To be completed no earlier than 120 days prior to start of deployment</td>
<td>To be completed between 30 days before and 30 days after return from deployment</td>
<td>To be completed between 90-180 days after returning from deployment. Early completion is allowed only for service members separating from the Navy/USCG</td>
</tr>
</tbody>
</table>

* The PDHRA must be completed even if it has been more than 180 days after returning from deployment

** The final MHA must be completed even if it has been more than 30 months after returning from deployment

### List of Health Assessments Selected for Review

- All surveys listed

### Create a New Deployment Health Assessment

- Click Here

### EDHA Assessments

#### Standalone Mental Health Assessment (MHA) NAVMED 6100/8 (3/2012)

<table>
<thead>
<tr>
<th>SSN</th>
<th>Pre DHA Date Submitted</th>
<th>Certified</th>
<th>PreDHA MHA</th>
<th>Post DHA Date Submitted</th>
<th>Certified</th>
<th>PDHRA Date Submitted</th>
<th>Certified</th>
<th>PDHRA Review</th>
<th>MHA 4 Date Submitted</th>
<th>MHA4 Review</th>
<th>MHA 5 Date Submitted</th>
<th>MHA5 Review</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/20/2007</td>
<td>Yes</td>
<td>View</td>
<td>10/19/2008</td>
<td>No</td>
<td>View</td>
<td>10/19/2008</td>
<td>Yes</td>
<td>View</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>7/24/2007</td>
<td>Yes</td>
<td>View</td>
<td>--</td>
<td>No</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>3/29/2010</td>
<td>Yes</td>
<td>View</td>
<td>--</td>
<td>No</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>5/30/2012</td>
<td>Yes</td>
<td>View</td>
<td>10/22/2012</td>
<td>No</td>
<td>View</td>
<td>4/1/2013</td>
<td>No</td>
<td>--</td>
<td>Edit</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
</tbody>
</table>
Sample User Main Page with Certified/Completed DHA

Welcome: Christian Sanchez

Instructions:
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<td></td>
<td>Post Deployment Health Assessment (Post-DHA) (DD Form 2796)</td>
<td>Post Deployment Health Re-Assessment (PDHRA) (DD Form 2900)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Mental Health Assessment (MHA) (NAVMED 6100/8)</td>
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<tr>
<td>Timeframe</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>To be completed no earlier than 120 days prior to start of deployment</td>
<td>To be completed between 546-910 days (18-30 months) after returning from deployment**</td>
</tr>
</tbody>
</table>

* The PDHRA must be completed even if it has been more than 180 days after returning from deployment.
** The final MHA must be completed even if it has been more than 30 months after returning from deployment.

List of Health Assessment Selected for Review: All surveys listed
To customize this list: Click Here

Create a New Deployment Health Assessment Create a new Standalone Mental Health Assessment NAVMED 6100/8 (3/2012)

EDHA Assessments Standalone Mental Health Assessment (MHA) NAVMED 6100/8 (3/2012)

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<tr>
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<th>PDHRA MHA</th>
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<tr>
<td>--</td>
<td>--</td>
<td>Yes</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>Yes</td>
<td>--</td>
<td>5/3/2013</td>
<td>Yes</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
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Contact Us

• NMCPHC EDHA:
  - Website:  https://data.nmcphc.med.navy.mil/edha/
  - Help desk: (757)953-0717/DSN 377 or email at NMCPHC-EDHAAHelpDesk@med.navy.mil

• USFF:
  - Website:  www.dha.navy.mil
  - Email:  usff.dha.fct@navy.mil