IR Readiness
"Green-to-Go!"

MSgt Hayes
TSgt Martin
09 Sep 2014

U.S. AIR FORCE

- **HQ RIO Historical Perspective**

- **Accessing ARCNet**

- **Readiness Requirements**

U.S. AIR FORCE

- **The mission of the Headquarters Individual Reservist Readiness Integration Organization (HQ RIO) is to "Seamlessly integrate war-time ready Individual Reserve Forces to meet Air Force and Combatant Commander Requirements"**

- **Individual reservists must have current medical, dental, security clearance, fitness test, family care plan (if applicable) and be fully qualified in the duty Air Force Specialty Code**

- **As of 28 Jul 14, IMA / PIRR readiness is 63%**

- **AFRC goal is 80% ready**

- **Individuals must monitor when readiness items are due**

- **Will not be authorized to perform any tours (except AT and IDTs);** *highly recommend use of IDTs to get mission ready*

- **IAW AFI 36-2115 IMAs/PIRRs can be involuntarily reassigned to the Inactive Ready Reserve (IRR) if they do not maintain a FULLY READY state of mission readiness**

- **Per Memo from RMG/CC, 6 Mar 12, IRs must be and remain current while participating in MPA, School, or ADSW status. Orders will not be published for members who are RED.**

- *NOTE: The Program Management Office and ARCNet Help Desk CANNOT update any data displayed but they can update your comments with source documents*

- **A one-stop-shop, on-line management tool, via the AF Portal, which reflects the "Readiness" and training data of an IR, to determine whether or not he/she is "Fully Ready" to perform assigned missions when tasked**

- **A tracking system that reflects Readiness information from various systems of record (MilPDS, PIMR, and AFFMS, etc.) into one user-friendly (readable, understandable, and downloadable) format**

- **IRs must have a personal account on the AF Portal to monitor his/her own readiness requirements**

U.S. AIR FORCE

- **There are known compatibility issues associated w/ CAC-enabled sites (Portal, ARCNet, etc.) for Mac & Apple computers**

  - **ARCNet developers work to ensure ARCNet is compatible w/ most browsers regardless of platform (IE, Chrome, Firefox) versus developing for specific platforms**

  - **Funding is provided to ARCNet to ensure compatibility w/ standard AF desktop**

  - **MilitaryCAC website (available via Portal) does have guidance on both Apple and Android operating systems http://iase.disa.mil/pki-pke/getting_started**

- **Aeromedical Services Information Management System (ASIMS) serves as one-stop-shop, on-line management tool via the AF Portal, which reflects the details of a an IR's medical readiness**

- **It tracks all areas of medical readiness and allows members to initiate their Periodic Health Assessment (PHA) as well as any pre/post deployment medical screening. It also provides copy of any active profiles.**

- **It provides system-generated notices when you become due on a medical issue**

- **https://imr.afms.mil/imr/MyIMR.aspx**

Periodic Health Assessment (PHA)

- **PHA is due 12 months (366 days) from the last PHA completion date (AFI 44-170, para 2.2.2)**

- **Complete web-based PHA then contact your Medical Treatment Facility (MTF) to schedule your PHA appointment (medical exam MUST be completed by a DoD MTF)**

- **NOTE: You do NOT need to be in status to make the appointment, however, you MUST be in status (AT or IDT (paid or points only) to attend the appointment**

- **Listing of MTFs- http://www.tricare.mil/MTF**

WebHA (Web-based Health Assessment)

- **Complete web-based questionnaire through the AF Portal prior to scheduling medical exam**

Air Force Web-based Health Assessment

U.S. AIR FORCE

- **Required annually -- accomplished by either civilian or military dentist**
- **Civilian Dental Exam <u>MUST</u> be documented on the DD Form 2813, Active Duty/Reserve Forces Dental Examination**
- **Every third year, the exam must be completed by a military dentist**
  - **There is no specialized notification that directs military treatment; if you happen to submit civilian documentation for a third year in a row, the updating technician should notify you to be seen at a military treatment facility**
- **If using your civilian dentist:**
  - **Email or fax completed form to your elected Dental Clinic for update (exams must be within last six months for update by military dental clinic)**

Important Things to Remember

- **Medical treatment (PHAs, Immunizations, etc) can be obtained and/or updated at any MTF Clinic**

- **Follow up with the MTF (PHA Clinic, Dental Clinic, Immunization Clinic, and Lab Technicians) to ensure they update PIMR**
  - *NOTE: You do NOT need to be in status to make appointments, however, you MUST be in status (AT or IDT (paid or points only)) to attend appointments*

- **If you receive a flu shot from a provider other than a MTF, ensure you receive signed documentation to provide to an MTF's Immunization clinic for update**

- **Labs are updated when results are finalize**

- **Keep copies for your records!**

- **Utilize AFI 44-176 Access to the Care Continuum, 12 Sep 2011, Chapter 19, directing MTF's to provide you with this service**

Important Things to Remember

- **IR medical and dental records should be maintained at the MTF of assigned PAS code**
  - **Some members will have physical hard-copy medical records as both dependent and military member**
  - **Today's medical records are primarily maintained in electronic format against a single social with no differentiation of status and are accessible to providers at all locations**
  - **There are a few things in physical format (i.e. old records, xrays, and civilian documentation) and those things are held in the physical record they were submitted to**
  - **If you want them accessible in both physical records, you'll want dual copies.**
- **Contact your Unit Reserve Coordinator (URC) if there are any changes in your medical status**

Fitness Assessment (FA)

- **Must meet fitness standards IAW AFI 36-2905, Fitness Program**
- **Must be accomplished in military status, scheduled through your Unit Fitness Program Manager (UFPM)**
- **Plan Ahead**
  - **Consider forecasting an IDT to allow for semi-annual testing**
  - **Know your OPR/EPR closeout date to prevent referral**
  - **Provide a copy of military medical profile (AF IMT 469) and waiver (AF IMT 422) to UFPM/PTL at time of testing, if applicable**
  - **You can control the month (move it up earlier, not later)**
  - **Complete the Fitness Questionnaire prior to your assessment**
- **Must be in Air Force PT gear for FA**

- **Where to test: AFI 36-2905, Fitness Program, para 7.2. states, "members will work with their unit CC to accomplish the FA at an alternate location where a FAC is available. This effort is coordinated via member's UFPM and supervisor."**

- **Waivers: If a members is unable to complete any required portion of the AF Fitness Program the member must receive written approval from the Unit CC for rescheduling.**

- **Excellent: IAW AFI 36-2905, Fitness Program, para 3.11.1.1, All Airman will test by the last day of the month, 12 calendar months following the previous Excellent test. NOTE: Member must have earned an Excellent by completing all four FA components in order to test on a 12 month currency cycle. Members who walk test are ineligible to test annually (must be every six months).**

- **Satisfactory: Members who score a Satisfactory score on their FA are mandated to complete an official FA at a minimum of twice per year (every six months).**

- **Unsatisfactory: Members scored less than the minimum component score. Airman must retest within 90 days following an Unsatisfactory FA. Medical guidance recommended not retesting within the first 42 days**.

Fitness Assessment FAQs

Q1: When is an admin discharge or retention recommendation for FA failure required?
A1: An admin discharge or retention recommendation is required when a member receives 4 fitness assessment failures in a 24 rolling month period.

Q2: What is meant by the 24 rolling month period as it relates to FA failures?
A2: The 24 rolling month period is a time frame that is counted by taking the month of the most recent FA failure and going back 23 months. Any 4 FA failures during that time period would require a discharge/retention recommendation despite any passing scores in between.

Q3: What is the effective date of this change in FA failure 24 rolling month period practice?
A3: The effective date of change for this practice is 3 Jan 2013, i.e., at least 1 of the FA failures must have occurred after January 3, 2012. Note: Reference AFI 36-2905 GM 3 which was released applying the 4 in 24 rule, applicable to the RegAF and AFRC, as well.

Q4: Does the 24 rolling month FA failure practice change the requirement for a member's medical record to be reviewed relative to completing FA testing?
A4: No. The member's medical records must be reviewed and verified by military medical providers that no other medical condition exists preventing the member from achieving a passing score.

Q5: For FA failures, who exercises retention decision authority for enlisted members?
A5: The wing Commander is the retention decision authority for all enlisted members recommended for retention based on failure to meet minimum fitness standards regardless if the member would be eligible or not for an administrative discharge board hearing.

Q6: Are admin discharge/retention recommendations required to be reviewed by the local staff JA?
A6: Yes. All admin discharge/retention recommendations must be reviewed by the local staff JA.

- **Level of required security clearance is determined by the IR's UMD billet**

- **Contact Unit Security Manager to renew clearance**

  - **Electronic Questionnaires for Investigations Processing (e-QIP)**

- **Secret: periodic investigation every 10 years**

- **Top Secret: periodic investigation every 5 years**

- **ARCnet will show security clearance as "yellow" 180 days from date of expiration**

- **Must obtain and maintain the skill level commensurate with grade and Duty AFSC IAW AFOCD/AFECD**

- **Enlisted retrainees must complete required training within 12 months**

- **IAW AFI 10-416, Personnel Readiness and Mobilization- If in upgrade or re-training status, must have a 3 skill level prior to mobilization**

- **EPRs and OPRs are managed by your active component organization**

- **All performance reports must be completed by the close-out dates**

- **It is your responsibility to work with your supervisor to ensure that your performance report is accurate and completed on time**

- **Your unit can request EPR / OPR shell thru the MPF or it can be requested by the member through vPC-GR**

U.S. AIR FORCE

- **ARCNet provides alternative to .mil network access for several Total Force Annual Training (TFAT) courses**

- **Direct interface between ARCNet & ADLS ensures up to date information**

- **ADLS profiles are built on SSN and do not vary based on member status**

  - **You only need to complete your TFAT requirements once, regardless of contractor, civilian, or military status**

  - **Provide your Unit Training Manager a copy of the ADLS certificate if your training is not reflected in local systems**

Resolving Errors in ARCNet

- **The data in ARCNet does not match what is reflected in other systems. How do I correct that?**

- **ARCNet pulls all its data from other parent systems. Although there may be brief lag between a parent system update and a refresh in ARCNet, the data in ARCNet should always mirror the information in the parent system.**

- **There are two known disconnects:**

  - **ARCNet has the wrong SSN on file; this can only be resolved by contacting the ARCNet help desk directly**

  - **Your ARCNet account is in a 'Transitory Status.' ARCNet does not pull information on members in transitory status. Your alignment in ARCNet can be resolved by either the supporting RMG Detachment or by contacting the ARCNet help desk.**

- **ARCNet Helpdesk contact info: DSN 497-2387; Comm 478-327-2387**

Questions ?