



**NAVAL OPERATIONAL MEDICINE  
INSTITUTE DETACHMENT,  
FLEET HOSPITAL OPERATIONS AND  
TRAINING CENTER**

**FLEET HOSPITAL COMMAND BRIEF**

COURSE OBJECTIVES:

1. CONFIGURE, ASSEMBLE AND DISASSEMBLE A FLEET HOSPITAL (FH).
2. DEMONSTRATE STANDARD SAFETY AND SECURITY PRACTICES IN A FIELD ENVIRONMENT.
3. ESTABLISH AND OPERATE A FH DEPARTMENT.
4. PROVIDE MEDICAL CARE AND BASE SUPPORT DURING A SIMULATED OPERATIONAL EXERCISE.

Welcome to the Fleet Hospital Field Training Course! We are happy to have you here and hope that you will find this a positive learning experience. The Academic Director, Training Officer, and Academics LCPO are the points of contact for any problems and/or requests that you may have.

This training evolution provides you with an opportunity to "**deploy**" Fleet Hospital (FH) personnel to an area away from the comforts of home and the traditional Medical Treatment Facility.

You are **NOW** deployed with a Combat Zone Fleet Hospital and are required to assemble and operate the Fleet Hospital, in an austere environment. It is important that all personnel attend their assigned training per their rating, corps or specialty.

**Safety during the Fleet Hospital Field Training is PARAMOUNT!**

The FHOTC Staff will emphasize safety during every evolution but the emphasis must be reinforced from the FH Senior Chain of Command through the lowest ranking. "**Training Time Out**" is authorized and FH members should be aware of their role in stressing safety. When a "**Training Time Out**" is called notify a FHOTC Staff member immediately to assess the issue before training is resumed.

**Guidelines and Policies:**

1. The FHOTC OOD is the **DIRECT** representative of the FHOTC Officer in Charge during training hours refer issues to FHOTC OOD.
2. The Camouflaged Uniform of The Day is required at all times.
3. Fraternalization and Sexual Harassment will not be tolerated.
4. FHOTC is **NOT** a medical treatment facility and all illnesses and injuries must be reported to the FHOTC OOD promptly. During working hours Monday-Friday, the FHOTC OOD will call for an appointment at the 52-Area Branch Medical Clinic. After hours and weekends FH personnel will be seen at NH Camp Pendleton Emergency or Acute Care Department. A designated FH Duty Driver will provide transportation. In case of an emergency, first responders must call 911 and notify the FHOTC OOD. **THERE WILL BE NO SICK IN QUARTERS (SIQ) or LIMITED DUTY STATUS at FHOTC.** If, a FH Staff is placed SIQ or Limited Duty the member will be returned to their parent Command.
5. **Smoking or use of tobacco products is not permitted,** except in the authorized locations.

## Guidelines and Policies:

6. **Alcohol is not permitted** on the compound.
7. Colors will be held morning and evening at 0800 and sunset. No formation is required. However, if you are outside during colors, appropriate honors will be rendered.
8. Saluting is not required on FHOTC compound during the training period, however all other locations on Marine Corps Base, Camp Pendleton saluting is required.
9. In the event of an actual fire, all personnel will assemble and muster in the CESE (Civil Engineering Support Equipment) area. Notify the FHOTC OOD; attempt to extinguish the fire using the proper fire extinguisher.
10. Running is not allowed, but on the compound due to tripping hazards and heavy machinery operation. Running is restricted to designated times and will be at the discretion of the FH Command Staff.
11. Off-site running is allowed will be restricted to Marine Corps Base, Camp Pendleton, distances from the FHOTC gate to the gas station is 1.3 miles, to the pool is 1.5 miles and to 5<sup>th</sup> Marine Regiment Head Quarters is 2 miles. If, FH has Unit runs all personnel must run facing traffic (left side of the road) and have road guards in vests. Contact the FHOTC Safety Officer for gear.
12. FH Staff berthing is located in General Purpose, Large(GPL) tents and Southeast Asia (SEA) huts. There are 11 SEAHUTS each contain 26 Cots and Foot Lockers. There are 14 GPLs, which have 20 Cots and Foot Lockers. **DO NOT MOVE FOOT LOCKERS**. Berthing assignments will be made prior to your arrival and gender division is required. Identify one FH member per berthing to be assigned as "Hut Representative" and provide a list of all berthing assignments and Hut Representative to the FH Command Staff and FHOTC ADMIN upon arrival.
13. A shower schedule may have to be developed and "Navy Showers" must be enforced due to the limited hot water on this site and limited water in most areas of the world where Fleet Hospitals may be deployed. FH personnel will have access to Brick and Mortar heads on the South site throughout the training course, but they must be cleaned daily. Any violation of this agreement will make the heads "**OFF LIMITS**" for the duration of the training course.

**Guidelines and Policies:**

14. We recommend that FH Command Staff equally assign all personnel to departments for FH training. Some departments may not be fully staffed due to the actual class size and composition. If FH Support Ratings are inadequately manned FH must assign other personnel immediately. Once members have been assigned they must attend "rate-specific training". The following areas must be staffed:

**SUPPORT RATING:**

<b><u>DEPARTMENT</u></b>	<b><u>STAFF REQUIRED</u></b>
Public Works	All Seabees
Laundry	2
Mess Hall/Galley	All CSs, plus 6 FSAs per meal; Food Services Officer
Supply	5 SKs; 1-2 HMs; Materials Management Officer
Communications	5; Communications Officer
Command Administration	5 (2 DK for FH Reserve Classes)
Security	10; 1-Security Chief, 1-Security Officer
Fire Marshall	1
Safety	1
HAZMAT	1
<b><u>MEDICAL Department</u></b>	<b><u>STAFF REQUIRED</u></b>
Patient Administration	Minimum of 6
Specialty Treatment	Optometry, ENT, Orthopedics, PT, OB/GYN, Psych
Casualty Receiving and Triage Nurses,	Emergency Physicians,
Medical Support	HMs, NPs, PAs
OR Prep and Hold	Lab, X-Ray, Blood Bank, Pharmacy
Dental	Surgeon, Critical
Surgery/CSR	Care/Surgical Nurses and HMs
ICU/Recovery	All Dental personnel
Acute Care Ward(s)	Surgeons, Anesthesia, Surgical Nurses and HMs
	Critical Care Physicians, Nurses and HMs; Resp/CV Techs
	Physicians, Nurses, HMs

15. All FHOTC Civil Engineering Support Equipment (CESE) vehicles will be operated safely according to FHOTC rules. The speed limit aboard the FHOTC compound is 5mph.

16. The FHOTC CESE will not be operated after evening colors, except for the fuel truck, fire truck, ambulances and ambulance buses. The CESE vehicles will be signed out to the Public Works Department and dispatched to FH personnel, as required. FH personnel operating vehicles or heavy machinery must be licensed. Onboard MCB Camp Pendleton, an unrestricted state driver's license is required to operate a vehicle under 100 tons.

17. Repairs or modifications to any equipment, vehicles or structures will not be made, unless authorized by FHOTC Staff.

18. The FH Platform is in the developmental process for an Information Management/Information Technology (IM/IT) training system for patient tracking, Composite Healthcare Computer System (CHCS) has been removed and a paper tracking system will be utilized for admitting patients to the FH, ordering labs, x-rays & pharmaceuticals. The FH Command will need to provide all Patient Admin personnel, and two personnel from each medical department for training on the system. The designated FH personnel will be responsible for training their co-workers. The following departments will need to provide personnel:

<u>DEPARTMENT</u>	<u>STAFF REQUIRED</u>
Patient Admin	All personnel
Acute Care Ward	2
Casualty Receiving	4
ICU/Recovery	2
Lab/Blood Bank/Radiology	1
Pharmacy	1
OR Prep and Dental	2
Specialty Treatment	2
Surgical Suite	2

19. The medical scenarios aid in providing patient conditions and time requirements for interventions, admission, surgery and transfer. They also provide the opportunity to exercise the patient movement and Aero medical Evacuation. Casualty Triage Tags are utilized for medical scenarios for the patients received at the FH.

20. During the Casualty Exercise, we recommend FH schedule personnel for 4-hour shifts and establish a minimum 5 four person litter teams.

21. Upon arrival FH Command Staff will have two computers with Internet capability/printers and Intercom system in the FH Admin area next to Classroom One. Laptop computers and printers will be provided when the FH transitions to the North Site training area. An additional computer with Internet capability and a copy machine is located in the Triple-wide trailer on the North Site.

22. FHOTC audiovisual equipment will be provided and should not be utilized without prior authorization from the FHOTC OOD.

23. Use of classrooms must be coordinated with the Training Officer or the Academics LCPO. After the training day the FH Command will have access to FH Admin, Classroom One and the Triple-wide until 2100.

24. Supplies will be provided to the FH Command Staff, as needed, for the field training. Most of these items are located in the Supply ISOs on the North Site compound. FHOTC will not provide supplies for personal items such as batteries for flashlights, walkmans, or radios. If additional supply items are needed, please have your Materials Management Department notify a FHOTC SK for assistance.

25. FH SH and UT personnel will receive training on the laundry and establish a laundry schedule during rate specific training. The cold-wash field laundry will be the only service available during training and used for uniform items only. The senior SH will be tasked with providing a laundry schedule by berthing assignment in order to launder uniform items. The FHOTC SH will be the POC.

26. The use of the public telephone and cell phones are restricted during training and must be enforced by the FH Command Staff.

27. Roman Catholic and Protestant Services are held on Sunday as noted in the schedule. Please have the Chaplain obtain the number of Catholic and Protestant FH personnel who will be participating in worship, so that space arrangements can be made. FH Chaplain and the visiting Chaplain provide religious service; supplies are limited and located in the CO's locker. POC is FHOTC Admin Officer. For FH Jewish members who wish to participate in Divine Services, contact the FHOTC Admin Officer or FHOTC OOD to arrange transportation to the Edison Range Chapel. Jewish Shabbat services are held every Friday night at 1930.

**TASKING:**

1. Immediately establish a FH Chain of Command to included the following:

Commanding Officer  
Executive Officer  
Command Master Chief  
Director for Administration  
Director of Medical Services  
Director of Surgical Services  
Director of Nursing Services  
Director of Ancillary Services  
Director of Pastoral Care Services  
Public Works Officer

2. The FH Command Staff is responsible for establishing a watch bill, assigning, training and supervising all FH Watch Standers. OOD/JOOD, Fire and Security Watches begin upon arrival, detailed information regarding watches can be found in the Watch Standers Handbook. The following watches will be included on the watch bill:

Officer of the Day (SOOD)  
Junior Officer of the Day (SJOOD)  
Fire and Security Watch (roving patrols)  
Generator Watch (during operational exercise only)  
Food Service Attendants (FSA)

3. Seabees and CSs should not be assigned to stand the above watches because they will stand rate-specific watches.

4. If, minimum numbers of CEs and UTs are available, they should not be assigned as duty drivers, members of the fire team or the security augmentation force.

5. Appoint a Camp Commandant who will establish, with the assistance of the FH Preventive Medicine Department (PMT), the daily cleaning bill and monitor the progress of the cleaning crews. The Camp clean up should not interfere with scheduled training evolution. The Camp should be ready for inspection by FH representatives by a specified time. The POC is FHOTC PMT.

**The following items must be accomplished daily:**

- a. All grounds policed for Foreign Object Debris (FOD) walk.
- b. Berthing areas will have personal gear stowed at all times. No food in the berthing areas.

- c. All electrical appliances unplugged.
- d. Empty all trashcans and replace liners.
- e. All heads (commodes, sinks, showers and drains) cleaned and sanitized.
- f. Classrooms swept and organized.
- g. Copy machine room kept organized.

8. The first POD will be published on TRAINING DAY ONE. The POD should be posted daily and presented at morning formation. It will include daily routine; schedule changes watch assignments and special announcements. A daily copy of the POD should be left in FHOTC Staff box or provided to FHOTC Admin.

9. All FH departments have a Standard Operating Procedure (SOP). FH CO will be responsible for designating the Department Head (DH) and an Assistant by TRAINING DAY ONE.

10. The Auxiliary Resale Outlet (ARO) will be established by FH Command. FH SH personnel will be trained in the proper procedures for establishing and operating the ARO. They can purchase gee dunk items from the base commissary and obtain FHOTC emblematics from the FHOTC SHs to sell. The gee dunk may be marked up in order to turn a profit for FH MWR. There are NO commissary runs during training hours. The POC will be the FHOTC CS.