



WELCOME TO NAVAL MEDICAL CENTER, PORTSMOUTH, VIRGINIA

FROM COMMAND EDUCATION & TRAINING DEPARTMENT

The Staff Members of Command Education & Training Department (CETD), Naval Medical Center Portsmouth (NMCP) would like to extend our sincere **WELCOME**. In order to make your transition smooth and hassle-free the next few paragraphs will explain in detail, according to your professional status, necessary items/documentation you should have when you check into CETD.

For proper check-in **ALL new staff members** must visit CETD in person. This action will ensure proper documentation of your training information into our database and appropriate scheduling of **required** Command Orientation to include computer based orientation courses.

Hospital Corpsmen: All HMs E-4 and below are required to attend Hospital Corpsmen Competency Training (HCCT) within 90 days of reporting to the command unless documentation of completion from a prior command can be provided, this is per instruction, BUMED 1510.23 and NMCP 1510.9F. Documentation of completed proficiencies and all Resuscitative cards should be presented to CETD during check in. You should also bring a copy of your training record from your previous command. Having these items with you when you check-in will ensure a smooth check-in experience. Your Command Sponsor should accompany you on your check-in process. Remember, a competent check-in process will ensure a good start in your new command.

Nurses: You should have any current Resuscitative Medicine cards and your training record. If you are an instructor in any of the Resuscitative Medicine courses please provide your instructor file. If you are coming from a previous command, you should present any documentation of competency skills/Learning Resource Guides (LRG's) pertaining to: IV skills, Medication skills, Blood products, IV-push meds and Age specific competencies when you check in with CETD. All nurses will be required to attend Nursing Orientation and will be

scheduled at this time. Nurse Corps Officers, Commanders and below, will be required to complete LRG's unless previous documentation is provided. CRNA's and NP's will be exempt from LRG's.

Physicians: You should have any current Resuscitative Medication Cards with you and documentation of completed Chem-bio training, to include the 12-hour course or your training record. If you are an instructor in any of the Resuscitative Medicine courses please provide your instructor file.

All other Clinical staff: You should present all current Resuscitative Medicine Cards to CETD during check-in.

Resuscitative Medicine Cards include but are not limited to: Basic Life Support, (BLS), Advanced Cardiac Life Support, (ACLS), Advanced Trauma Life Support, (ATLS), Neonatal Resuscitative Program, (NRP), Pediatric Advanced Life Support, (PALS), Emergency Medicine Technician, (EMT), Emergency Vehicle Operator Course, (EVOC) and Trauma Nursing Core Course, (TNCC).

Non-Medical Personnel: You should bring any Resuscitative Medicine Cards and your training record to CETD when you check in.

Once again the staff here at Command Education & Training welcome you to the Command and hope your tour here will be positive. If we can answer any questions prior to your arrival please feel free to contact us at 1-757-953-5623.

Respectfully
The Staff of Command Education & Training