## Instructions for completing the Post Deployment Health Assessment (PDHA) or Post Deployment Health Reassessment (PDHRA)

The following instructions are for Navy and Marine Corps Service members who need to complete the PDHA (DD 2796) or PDHRA (DD 2900) following deployment returns (compliance window is within 30 days before or 30 days after return from a deployment for PDHA and 90-180 days after return from a deployment for PDHA.



1. To Access the eDHA website, go to : <u>https://data.nmcphc.med.navy.mil/EDHA/</u>

- 2. If you have used the system previously, and have set the system to use your CAC to log in, simply click CAC Login. If you have not set your CAC login, you should enter your SSN as your user name and the password you set up previously and then click "Sign in." Upon login with Username and Password, you will be prompted to register your CAC with the account. To register the CAC, click "Yes, register account to CAC."
- 3. If you have forgotten your password, please click on "Forgot my Password." Complete the information requested in order to reset a password for your account. The site will ask for the

answer to your chosen security question and will confirm your SSN, first and last name, and Service Branch before allowing password reset. Passwords must be 15 characters long and contain two numbers, two uppercase alpha characters, two lowercase alpha characters, two non-alpha "special" characters (such as !, @, #, \$, etc.) and NO spaces. If the system will not allow you to create a new password, please contact your Local Administrator or the eDHA Help Desk <u>usn.hampton-roads.navmcpubhlthcenpors.list.nmcphc-edhahelpdesk@mail.mil</u> (757) 953-0717) DSN 377.

4. If you have not used the system before, you will need to click on "Register New Deployer Account" and complete the registration process as instructed by the site.

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	You are now registering with the EDHA Global database. After completing your profile information, you will be able to complete a Pre-Deployment, Post-Deployment, or Post-Deployment Health Reassessment assessment which will be reviewed by your health care provider. However, if you have a medical issue that needs immediate attention, please contact your health care provider directly. To begin, press the right arrow.								
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- 5. To create a new account, click the right arrow at the bottom right of the screen and follow the instructions.
- 6. Once you have completed all of the fields/questions, you will need to log on.



- 7. The CAC currently in the system will be registered with the account created, so do not attempt to create an account with another member's CAC in the system.
- 8. To start a new assessment, click in the field "Date of Departure" and select the date of your latest departure from theater. The system will list all available assessments for that date. After selecting the desired assessment, you will be directed to the assessment page.



9. If a page with required information is not completely filled out, an orange dot will appear next to that page. When a page is completely filled out, the orange dot will disappear.

- 10. Use the arrows at the bottom of the pages or click the page number on the left hand navigation pane to move through the assessment. Please note: the assessment cannot be submitted while there is missing required information; however, the assessment can be saved and closed at any time if you need to complete it later.
- 11. After you have completed the assessment by completely filling out all required fields, click "Save."
- 12. Upon completion of the online portion of the PDHA/PDHRA, you will need to call the Navy Medical Branch clinic you are primed to and or the local Deployment Health Clinic to schedule an appointment to have your PDHA/PDHRA form certified. THE PDHA/PDHRA IS NOT CONSIDERED ACCOMPLISHED UNLESS IT HAS BEEN CERTIFIED.