

**Post Deployment Health ReAssessment Program  
Timeline for On-Site Events**

**14 DAYS PRIOR TO ON SITE EVENT**

(This timeline to be sent as soon as location for on-site event is identified)

**SITE RESPONSIBILITY**

Establish POC's between the Unit and the PDHRA OFFICE.

SITE POC: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-mail: \_\_\_\_\_ UNIT COMMANDER: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Internet Access: YES \_\_\_\_\_ NO \_\_\_\_\_

**PDHRA POC: Jerry Fushianes, PA-C, Phone: 800-666-2833 x 546**

**Email: [jfushianes@logisticshealth.com](mailto:jfushianes@logisticshealth.com)**

**PDHRA RESPONSIBILITY**

Fax this checklist to POC/Commander  
Unit POC faxes all Service Member (SM) information to Jerry Fushianes @  
608-793-2909 for pre-population of PDHRA database.  
(SM Information to include, name, home address, email information (to be  
used to contact the SM if follow-up is necessary.)

PDHRA Call Center begins to coordinate with regional assets regarding  
appropriate VA/Tricare/MTF resources.

**10 DAYS PRIOR TO ON SITE EVENT**

**PDHRA RESPONSIBILITIES**

Provider Teams identified, members notified, travel arrangements  
made.

Sample Commander's Brief sent to POC for Commander review.

**7 DAYS PROIR TO ON SITE EVENT  
PDHRA RESPONISBILITIES**

- A list will be provided of all PDHRA Team members and S.S #'s for access to site.

**5 DAYS PRIOR TO ON SITE EVENT  
PDHRA RESPONSIBILITIES**

- Laptops all inspected and software tested.

**3 DAYS PRIOR TO ON SITE EVENT  
PDHRA RESPONSIBILITIES**

- Confirm travel team information and travel arrangements.
- Fed Ex all equipment to assessment location.

**SITE RESPONSIBILITIES**

LOCATION FOR EQUIPMENT TO BE SENT: (SITE POC TO COMPLETE BELOW)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

**DAY PRIOR TO ON SITE EVENT  
PDHRA RESPONSIBILITIES**

- Travel to location
- Set up and test all equipment

**SITE RESPONSIBILITIES**

(Locate and secure a central location, for PDHRA Teams to work)

- 3 private areas (8'X 8') for clinicians to interview service members.
- An area 12'X10' to place 2 administrative assistants to review and confirm demographic information with SMs.

- 10 chairs and 5 desks for clinicians and administrative personnel.
- Duplex power outlets to each desk
- Central Desk for printer and server set up. (Optimal set up has all locations within 300 circular feet of central desk).
- Access to copier, fax, telephone
- Requirements include at least 3 desks, work surfaces adjacent to a power outlet where laptop computers will be used. Unit admin personnel will need to assist with staging and locating unit personnel who are to complete the screening process.

**DAY OF ON SITE EVENT  
SITE RESPONSIBILITIES**

- Commander gives his brief

**PDHRA RESPONSIBILITIES**

- PDHRA Teams arrive on site prior to Unit formation
- Lead PDHRA Team member brief
- PDHRA Assessment occurs
- Break down and packing of equipment for return
- SM data collected for all who were not screened, data sent to PDHRA Call Center, preliminary report prepared for Commander.

**DAY AFTER ON SITE EVENT  
SITE RESPONSIBILITIES**

- After action review is completed
- Fed Ex laptops back to PDHRA Call Center.

FEDEX TO: Jerry Fushianes, PA-C  
Logistics Health, Inc  
1319 St. Andrews Street  
LaCrosse, WI 54603

**PDHRA RESPONSIBILITIES**

After action review is completed

**7 DAYS AFTER ON SITE EVENT**

**PDHRA RESPONSIBILITIES**

Initial event summary is sent to POC and Commander  
This will include number of soldiers screened and data regarding further assessments.

**30 DAYS AFTER ON SITE EVENT**

**PDHRA RESPONSIBILITIES**

Final event summary sent to POC and Commander  
Final summary to include number of service members who were screened, and disposition to include number that were successful in following up with identified problems.