



Department of Defense

DIRECTIVE

NUMBER 5154.25E
September 1, 2011

USD(P&R)

SUBJECT: DoD Medical Examination Review Board (MERB)

References: (a) DoD Directive 5154.25, "DoD Medical Examination Review Board," June 11, 1981 (hereby cancelled)
(b) DoD Directive 5101.1, "DoD Executive Agent," September 3, 2002
(c) DoD 5400.11-R, "Department of Defense Privacy Program," May 14, 2007
(d) DoD Instruction 6130.03, "Medical Standards for Appointment, Enlistment, or Induction in the Military Services," April 28, 2010

1. PURPOSE. This Directive:

- a. Reissues Reference (a) to establish policy, assign responsibilities, and prescribe the functions and organization of the DoD MERB.
- b. Designates the Secretary of the Air Force as the DoD Executive Agent (EA) for the DoD MERB in accordance with Reference (b).

2. APPLICABILITY. This Directive applies to:

- a. OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD.
- b. The United States Military Services Academies; the Military Services Reserve Officer Training Corps; the Uniformed Services University of the Health Sciences; and all other officer accession programs as assigned by the DoD.

3. DEFINITIONS. See Glossary.

4. POLICY. The DoD MERB shall:

a. Be organized as a joint agency of the Military Departments in accordance with this Directive and attached to the Air Force for administrative and logistical support.

b. Operate under the direction of the Assistant Secretary of Defense for Health Affairs (ASD(HA)).

5. RESPONSIBILITIES. See Enclosure 1.

6. ORGANIZATION AND FUNCTIONS. See Enclosure 2.

7. RELEASABILITY. UNLIMITED. This Directive is approved for public release and is available on the Internet from the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.

8. EFFECTIVE DATE. This Directive is effective upon its publication to the DoD Issuances Website.



William J. Lynn III
Deputy Secretary of Defense

Enclosures

1. Responsibilities
2. DoD MERB Organization and Functions

Glossary

ENCLOSURE 1

RESPONSIBILITIES

1. UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS (USD(P&R)). The USD(P&R) shall oversee and provide guidance to the DoD EA for the DoD MERB and perform responsibilities as prescribed in paragraph 5.3. of Reference (b).

2. ASD(HA). The ASD(HA), under the authority, direction, and control of the USD(P&R), shall:
 - a. Provide direction to the Director of the DoD MERB.

 - b. Notify the Surgeons General of the Military Departments when to nominate military Medical Corps officers for the position of the Director of the DoD MERB.

 - c. Select the Director of the DoD MERB from the military Medical Corps officers nominated by the Surgeons General of the Military Departments. This selection shall be based on professional qualifications and demonstrated medical administrative ability. The ASD(HA) may also make a direct selection from Medical Corps officers currently assigned to DoD MERB or a civilian physician, under exigent circumstances.

3. DIRECTOR OF THE DoD MERB. The Director of the DoD MERB, under the authority, direction, and control of the USD(P&R), through the ASD(HA), shall:
 - a. Organize and operate the DoD MERB.

 - b. Direct and supervise:
 - (1) DoD MERB staff and activities, subject to the management control of the DoD EA for the DoD MERB.

 - (2) Day-to-day direction of the DoD MERB, subject to the direction of the ASD(HA).

 - c. Annually assess the operations and results of the DoD MERB, including a comparison of the planned resources with the total accumulated expenses incurred by or on behalf of the DoD MERB for the fiscal year.

 - d. Be the reporting official for medical officers assigned to DoD MERB.

 - e. Ensure the proper collection, storage, and release of information in accordance with DoD policy and issuances, including DoD 5400.11-R (Reference (c)).

4. SECRETARIES OF THE MILITARY DEPARTMENTS. The Secretaries of the Military Departments shall:

a. Assist the Director of the DoD MERB by providing:

(1) Medical resources and quotas at examination centers sufficient to accomplish the required number of medical examinations and follow-up evaluations.

(2) Personnel, as authorized by appropriate manpower authorization documents.

b. Direct their Surgeons General nominate military Medical Corps officers for consideration to serve as the Director of the DoD MERB when requested by the ASD(HA).

5. SECRETARY OF THE AIR FORCE. The Secretary of the Air Force, as the DoD EA for the DoD MERB and in addition to the responsibilities in section 4 of this enclosure, shall determine and provide administrative and logistical support to the DoD MERB.

ENCLOSURE 2

DoD MERB ORGANIZATION AND FUNCTIONS

1. The DoD MERB shall:

a. Consist of a Director (O-6 or civilian equivalent), Deputy Director, and a professional staff, as determined by the ASD(HA), and such technical and clerical personnel as the Director, with the approval of the Secretary of the Air Force (as DoD EA for the DoD MERB), determines is required.

b. Fill technical and clerical positions designated as military to represent the Military Departments equitably, as determined by the DoD EA for the DoD MERB, in coordination with the other Military Departments.

c. Schedule, review, and certify medical examination of all applicants submitted by the military and uniformed services in accordance with DoD Instruction 6130.03 (Reference (d)).

d. Notify applicants and appropriate program managers of scheduling action taken.

e. Review and apply applicable medical standards established by Reference (d) to the medical examinations received.

f. Notify the applicants and applicable program managers of medical status determinations.

g. Provide copies of medical examinations to the applicable program manager, upon request.

h. Maintain a file of medical examinations and medical information on applicants for a period of 8 years.

i. Conduct statistical analyses of medical status of applicants of each program.

j. Plan, program, and budget for resources to be applied, and accumulate the total expenses incurred each fiscal year.

2. The Director of the MERB shall normally serve for 4 years and be appointed by the ASD(HA) in rotating order among all the Military Departments.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

ASD(HA)	Assistant Secretary of Defense for Health Affairs
EA	Executive Agent
MERB	Medical Evaluation Review Board
USD(P&R)	Under Secretary of Defense for Personnel and Readiness

PART II. DEFINITION

administrative and logistical support. For the purposes of this Directive, programming, budgeting, funding, fiscal control, manpower, personnel, security administration, space, materials, facilities, or other resources required to ensure mission accomplishment.