Defense Health Agency

PROCEDURES MANUAL

NUMBER 6430.08
June 27, 2023

Director, MEDLOG

SUBJECT: Joint Deployment Formulary

References: See Enclosure 1.

1. PURPOSE. This Defense Health Agency-Procedures Manual (DHA-PM), based on the authority of References (a) and (b), and in accordance with the guidance of References (c) through (h), establishes the Defense Health Agency's (DHA) procedures to:

a. Provide guidance for the utilization of the Joint Deployment Formulary (JDF) as a baseline listing of pharmaceuticals anticipated to support the 30 days of a contingency operation and early sustainment of deployed forces.

b. Solicit routine collection of feedback from JDF users, establish communication and collaboration with military pharmacy specialty leaders, Service logistics representatives, and Defense Logistics Agency (DLA) Troop Support concerning prescribing needs for Roles I through III.

2. APPLICABILITY. This DHA-PM applies to the DHA Enterprise (components and activities under the authority, direction, and control of the DHA) to include: assigned, attached, allotted, or detailed personnel. For DHA publications, the terms "market" or "direct reporting market" includes the Hawaii Market unless otherwise noted in the publication. This applies to all published DHA publications, thereby ratifying any actions taken by the Hawaii Market after establishment. Note: Recommendations are enclosed that the Military Departments may adopt.

3. POLICY IMPLEMENTATION. It is DHA's instruction, pursuant to Reference (e), that Services review, and utilize when appropriate, the JDF to maintain and sustain commonality in the assemblage management of pharmaceuticals for the first 30 days of deployment for Roles I through III.

4. RESPONSIBILITIES. See Enclosure 2.

5. PROCEDURES. See Enclosure 3.

6. PROPONENTS AND WAIVERS. The proponent of this publication is the Director of Medical Logistics (MEDLOG). When Activities are unable to comply with this publication the activity may request a waiver that must include a justification, to include an analysis of the risk associated with not granting the waiver. The activity director or senior leader will submit the waiver request through their supervisory chain to the Director MEDLOG to determine if the waiver may be granted by the Director, DHA or their designee.

7. RELEASABILITY. **Cleared for public release**. This DHA-PM is available on the Internet from the Health.mil site at: https://health.mil/Reference-Center/Policies and is also available to authorized users from the DHA SharePoint site at: https://info.health.mil/cos/admin/pubs/SitePages/Home.aspx.

8. EFFECTIVE DATE. This DHA-PM:

a. Is effective upon signature.

b. Will expire 10 years from the date of signature if it has not been reissued or cancelled before this date in accordance with Reference (d).

9. FORMS. DHA Form 221, Joint Deployment Formulary Application can be found at: https://info.health.mil/cos/admin/DHA_Forms_Management/Lists/DHA%20Forms%20Management/AllItems.aspx.

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TELITA CROSLAND
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Director

Enclosures
1. References
2. Responsibilities
3. Procedures

Glossary

ENCLOSURE 1

REFERENCES

(a) DoD Directive 5136.01, "Assistant Secretary of Defense for Health Affairs (ASD(HA))," September 30, 2013, as amended
(b) DoD Directive 5136.13, "Defense Health Agency (DHA)," September 30, 2013, as amended
(c) DHA-Procedural Instruction 5025.01, "Publication System," April 1, 2022
(d) United States Code, Title 10, Section 1073c
(e) DoD Instruction 6430.02, "Defense Medical Logistics Program," August 23, 2017
(f) DHA-Procedural Instruction 6430.02, "Defense Medical Logistics (MEDLOG) Enterprise Activity (EA)," September 27, 2018
(g) DoD Instruction 6040.47, "Joint Trauma System," September 28, 2016, as amended
(h) Joint Publication 4-02, "Joint Health Services," December 11, 2017, as amended

ENCLOSURE 2

RESPONSIBILITIES

1. DIRECTOR, DHA. The Director, DHA, will establish and maintain a comprehensive JDF program which contains the standardized list of clinically approved pharmaceuticals for Roles of Care I, II, and III which Services should utilize in sets designed for the first 30 days of deployment.

2. DIRECTOR, DHA MEDLOG. The Director, MEDLOG will:

a. Exercise management responsibility for MEDLOG shared services, functions, and activities and develops management models to most effectively and efficiently deliver MEDLOG product lines and reduce the cost of DoD health care.

b. Manage the Defense Medical Material Standardization Program (DMMSP).

3. JDF PROGRAM MANAGER (PM), DHA MEDLOG. The JDF PM will:

a. Perform all tasks necessary to maintain operational control of the JDF.

b. Maintain continual collection of feedback from JDF users, military pharmacy specialty leaders, Service logistics representatives, and DLA Troop Support, concerning prescribing needs for Roles I through III.

c. Provide support to the military assemblage managers, combat support managers, logistics representatives, and other support personnel responsible for the modernization and sustainment of all pharmaceuticals maintained or under consideration within their respective assemblages.

d. Report the JDF Joint Mission Essential Task List metric monthly to the DHA Director via the Defense Readiness Reporting System. The JDF Joint Mission Essential Task List metric monitors the percentage of standardized and common use items in the Services' assemblages. Higher Service JDF standardization percentage is directly proportional to greater cost avoidance and JDF materiel availability via eCommerce sources (e.g., Prime Vendor Program, Medical Surgical Prime Vendor, and Electronic Catalog).

e. Review and process requests to add or remove pharmaceuticals utilizing the procedures prescribed in Enclosure 3.

f. Coordinate with the DLA through the Medical Supply Chain directors and the PM, Functional Executive Agent Medical Support (FEAMS) to ensure continued enterprise sustainment support for the JDF program. Support includes business process mapping and architecture development, Medical Contingency Requirements Workflow (MCRW) and JDF

software sustainment, data management, ad hoc reporting, information assurance, and regulatory/statutory system compliance. The JDF PM will be the focal point for identifying, collecting, prioritizing, and communicating system requirements for minor enhancements.

4. PROCESS IMPROVEMENT COORDINATOR FOR JOINT TRAUMA SYSTEM, DHA, HEALTHCARE OPERATIONS. The Process Improvement Coordinator, Joint Trauma System (JTS), DHA will: liaise with JDF PM to ensure the scope of pharmaceutical items included in the JDF are derived from JTS Clinical Practice Guidelines (CPG). The current list of CPGs includes conditions appropriate for pre-hospital credentialed providers and registered nurses, pre-hospital medics and corpsmen, en route care, and Roles of Care I, II, and III credentialed providers, registered nurses, medics, and corpsmen. CPGs can be found at the following link: https://jts.health.mil/index.cfm/PI_CPGs/cpgs.

5. MILITARY DEPARTMENTS. The Military Departments are highly encouraged to: utilize JDF items in the development and sustainment of their respective Service assemblages by following procedures listed in this DHA-PM.

ENCLOSURE 3

PROCEDURES

1. INTRODUCTION. The addition or removal of a pharmaceutical item and the management of existing pharmaceuticals in the JDF are distinct actions. They are outlined under separate paragraphs in this enclosure (see paragraphs 2 and 3 of this enclosure).

a. These procedures will not delay the procurement of a pharmaceutical item. Services can procure required pharmaceuticals without being categorized as a JDF item.

b. The JDF Tool is part of the MCRW application. The application was developed utilizing data architecture and business intelligence and has the capability to generate JDF metrics including availability, items ordered, commonality across Service assemblages, the utilization rate of all the Services, and whether the pharmaceuticals have contingency contract coverage.

c. A Medical Contingency Requirements Workflow-Joint Deployment Formulary (MCRW-JDF) User Guide is available and has been distributed to all MCRW-JDF Tool account holders. Request for copies may be sent to dha.ncr.med-log.mbx.lpr-joc@health.mil.

d. Changes and updates in JDF are contingent upon a chartered body within DHA and designated service representatives.

e. The use of the name or make of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the DoD.

2. NEW REQUEST

a. DROs may submit a new request for the addition of a new pharmaceutical or the replacement of an existing pharmaceutical in the JDF with a new one. DROs may also submit requests for the removal of a JDF pharmaceutical. A request to add, remove, or replace a pharmaceutical may be submitted by a Service Assembly Manager (or appropriate Service-specific title), any MCRW-JDF Tool user, stakeholder or end-user using DHA Form 221, Joint Deployment Formulary Application. Requests should include the following information and be emailed to dha.ncr.med-log.mbx.lpr-joc@health.mil:

(1) Name, organization and contact information of requestor.

(2) Name of pharmaceutical (Generic/Brand/Trade Name).

(3) Strength and dose.

(4) National Stock Number (NSN) (if available) and/or National Drug Code (NDC).

(5) Reason for Request (DoD clinical indication for use/force protection countermeasure/ standardized CPGs).

(6) Current JDF drug name and/or NDC to be replaced by new item, if applicable.

(7) Clinical indication

(8) Requested Package size (specific to medical unit's operational capabilities and projected operational environment).

(9) Requestor disclaimer statement with regards to any financial connection to the drug manufacturer.

(10) Signature (digital or actual signature on a scanned document).

b. The JDF PM reviews requests and verifies information provided. Complete and verified requests will be recorded in the MCRW-JDF Tool of record maintained by the JDF PM.

c. JDF PM compares item requested against current JDF listing in MCRW JDF tool to identify potential substitutes that meet the following criteria:

(1) NSN for item or substitute is available.

(2) Item is clinically relevant for clinical indication.

(3) Item is clinically equivalent.

(4) Item is on contract and/or procurable. For questions or concerns about product source of supply, the JDF PM will interface with DLA Troop Support's Customer Pharmacy Operations Center (cpoc@dla.mil).

d. If a potential substitute is available, the JDF PM provides that option to the requestor for consideration. If the substitute is acceptable to the requestor, no further action required.

e. If no substitute is found, JDF PM will conduct clinical research and identify an Optimal Commercial Product (OCP) through appropriate clinical primary, secondary and tertiary sources. DLA Troop Support will provide current information about pharmaceutical product availability.

f. Once an NSN is assigned, the JDF PM updates the MCRW-JDF Tool, and notifies requestor and all users via system-wide announcement.

g. If a request is not endorsed/approved, the JDF PM will notify the requestor and provide rationale for disapproval. NSNs for items not approved for the JDF may be requested at the Service level.

3. JDF MANAGEMENT

a. The DLA Medical and Contingency Portfolio PM for FEAMS will direct FEAMS-MCRW software engineers to:

(1) Refine JDF Tool logic DLA MCRW online application to build, deploy, and sustain health readiness capabilities for support of globally integrated operations for Service/Joint medical assemblage or unit allowance standards, population-based, force health protection requirements, such as pandemic disease, or Consequence Management.

(2) Project and sustain jointly interoperable medical capabilities as prescribed by the Joint Trauma System's (JTS) CPGs and the Joint Program Executive Office for Chemical, Biological, Radiological and Nuclear Defense.

(3) Use the JDF as the authoritative source for planning Class VIII for theater supply chain pharmaceutical requirements in support of the full range of operational health support missions.

b. Using the Work in Progress (WIP), Long Term Backorder (LBO) and Defense Medical Logistics Item Identification System (DMLIIS) tabs in the JDF Tool, the JDF PM will perform daily maintenance to ensure the JDF selected NDC/OCP is properly linked to the NSN.

GLOSSARY

ABBREVIATIONS AND ACRONYMS

CPG	Clinical Practice Guideline
DHA	Defense Health Agency
DHA-PM	Defense Health Agency-Procedures Manual
DLA	Defense Logistics Agency
DMLIIS	Defense Medical Logistics Item Identification System
DMMSP	Defense Medical Materiel Standardization Program
DRO	Direct Reporting Organization
FEAMS	Functional Executive Agent Medical Support
JDF	Joint Deployment Formulary
JTS	Joint Trauma System
LBO	Long Term Backorder
MCRW	Medical Contingency Requirements Workflow
MCRW-JDF	Medical Contingency Requirements Workflow-Joint Deployment Formulary
MEDLOG	Medical Logistics
NDC	National Drug Code
NSN	National Stock Number
OCP	Optimal Commercial Product
PM	Program Manager
WIP	Work In Progress