

USCG OMSEP EXAM GUIDE

To better assist USCG members in the timely completion of their OMSEP exam, please use the below check-off section for guidance and to track progress through this process.

- I have enclosed the [CG 5447](#) for your exam. On your computer, fill out Part 1, boxes 1 - 34 and Part 2, boxes 1 -3.
- If it is a PERIODIC OMSEP EXAM do not check mark anything in box #16. Complete [CG5447A](#)
- Ensure blocks #25 and #33 are answered and page #3 is filled in
- Save these forms and email them to Sector Medical. If unable to complete and save digitally, then print, complete and bring (or fax) to Sector Medical.
- Check with your Department OMSEP Coordinator to ensure you have an OMSEP profile in the database.

You must email request, include your name, rate, last 4 of your social and the all days with-in the next 60 days you are available for an exam, in the following format:

Name:

Rate/Grade:

Last Four: XXXX

Type: Initial-Periodic-Acute-Exit (Must pick one)

Dates Available: DDMM-DDMM, DDMM-DDMM, DDMM-DDMM (Must be in this format)

- Exams typically are not booked within the same week. The Navy's standard for scheduling exams is 21-30 days from date of submission.
- Sector Medical will schedule your exam at Mayport Branch Medical Occupational Health Clinic and email you back once we have your appointment dates.
- Reservists - provide your civilian email & phone no.
- Reservists – You will need to obtain a Readiness Management Period (RMP) form from Admin to take with you to your exam. This shall serve as your orders.
- Pick up your health record from Sector Medical at least 2 business days prior to your appt. Report to your appointment at least 15 minutes early with your forms, health record and in the uniform of the day.
- Do not eat 12 hours before your first appointment, as labs will be drawn
- Please call Sector Medical if you have to cancel this appointment (904) 564-7581.

The 1st part is preliminaries: Labs, BP's, pulse, etc. Before you depart the clinic, you shall schedule your 2nd part of the physical with the scheduling coordinator at the OCC Health clinic. After that, bring your record by the clinic at Sector for review.

Once part 2 is complete, bring your record and forms to Sector Medical to have you OMSEP profile updated, also inform your unit OMSEP coordinator that you have completed your exam. You are now complete with the OMSEP physical exam process. If you need just the audiogram, please contact the Sector Sickbay.

	SCHEDULE PART I _____ / _____ / _____
	SCHEDULE PART II _____ / _____ / _____
	SUBMIT OMSEP TO CG CORPSMAN FOR REVIEW AND APPROVAL.

USCG Sector Jacksonville Clinic 904-564-7581 / 7582 Fax 904-564-7583

Sector Jacksonville OMSEP Program

Mr. Easdale
Sector Coordinator

HS1 Davis
Medical Coordinator

DC1 Claycomb
Logistics

ENS Van Cleef
Response

LTJG Brown
Prevention

MK1 Wimberly
BM1 Ryan
Sta. Mayport

MKC Propst
Hammer

MST1 Stahle
Reserves

MK2 Casas
FS1 Perez
Kingfisher

BMCS Hollandsworth
Maria Bray

MSTC Rouse
MOL

MK1 Hutto
ANT Jax

BM1 Mendez
ANT Ponce

MK1 Franklin
Sta. Ponce

BMC Marshburn
BM2 Stilwell
Sta. Can

MKC Maddex
Shrike