MILITARY LEADER’S GUIDE TO THE ARMY H.E.A.L.T.H. PROGRAM

http://armyhealth.pbrc.edu

A tool to assist the Military Leader with providing specific counseling guidance to those Soldiers not meeting Army Height and Weight Standards outlined in AR 600-9 or Army Physical Fitness Standards outlined in FM 21-20.

February 2013
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PURPOSE:
The purpose of this manual is to provide military leaders with the information necessary to integrate the ARMY H.E.A.L.T.H. (Healthy Eating Activity and Lifestyle Training Headquarters) program with existing military regulations (AR 600-9 and FM 21-20).

BACKGROUND:
The Army H.E.A.L.T.H. website and mobile application was developed over a 10 year collaboration between Pennington Biomedical Research Center (PBRC), U.S. Army Research Institute of Environmental Medicine (USARIEM), Military Operational Medicine Research Program (MOMRP), U.S. Army Telemedicine and Advanced Technology Research Center (TATRC) and the U.S. Army Medical Research Material Command (USAMRMC). Obesity is a problem that the military is not immune to. Obesity ultimately affects Personnel and Combat Readiness.

SIGNIFICANCE:
Obesity places threat to Readiness and Health. According to Military Standards, Soldiers must be physically fit and must be below a maximal level of estimated body fat per AR 600-9. Failure to meet standards can lead to discharge, non-promotion in rank, restriction of educational benefits, and requires remedial intervention. Effects of being Overweight/Obese and having unhealthy practices in the Military degrades Personnel/Combat Readiness, increases risk of injury, increases risk of diseases (i.e., diabetes, hypertension), impacts warfighter performance, impacts resilience and can increase attrition, leading to premature discharge from Military Service.

H.E.A.L.T.H.:
The ARMY H.E.A.L.T.H. website and its tools are designed to assist Soldiers in achieving or exceeding Army standards in weight management and fitness training. The program is designed to promote soldier readiness, prevent unhealthy dieting practices, reduce discharge due to not maintaining satisfactory weight or fitness and enhance compliance with standards specified by AR 600-9. H.E.A.L.T.H. is a primary online resource for proper nutrition and physical fitness information to ensure personnel readiness. The program consists of an interactive website and mobile application for Soldiers and their families. It provides interactive tools to track weight loss and healthy maintenance over time. It provides individualized fitness and nutrition plans to maintain healthy weight and performance for personnel readiness year around.
“EXCEEDING THE STANDARD”

Registration and utilization of the ARMY H.E.A.L.T.H. website begins with "Exceeding the Standard." This section of the website provides both the Soldier and the leader information about what the website has to offer. In order for the Soldier to achieve the most out of the ARMY H.E.A.L.T.H. program, the Soldier is best served by taking a few moments to scroll through the "Exceeding the Standards" tabs.

The H.E.A.L.T.H. philosophy includes Exceeding the Standards. The optimal goal for Soldiers is not just to meet the standards of weight/fat and fitness, but to exceed the standards (achieve better than the standards) to ensure compliance at all times. This philosophy rests on the idea that being close to the standard limits at all times fuels unhealthy behaviors and low quality of life (always striving or making last minute efforts to meet the standards). The aim of the H.E.A.L.T.H. program is to aid Soldiers in achievement of healthy lifestyle change and meeting/exceeding the standards on a year-round basis. Leaders play a significant role in their Soldier’s progress by effectively utilizing the military leader’s guide and frequently monitoring their Soldier’s usage of the ARMY H.E.A.L.T.H. program.

H.E.A.L.T.H. provides planning and monitoring tools to aid Soldiers in following a healthy road to exceeding the standards (green zone). H.E.A.L.T.H. provides an indicator of the green zone, a caution zone (yellow-approaching the standards), and a red zone (failing the standards).

To ensure Soldier compliance, the leader should observe the Soldier while completing the program. The leader can guide the Soldier through the process, highlighting the website tools, and offering assistance when necessary. This also provides the leader an opportunity to address any questions or concerns of a Soldier being introduced to the ARMY H.E.A.L.T.H. website.

Finally, the research on this program suggests that unless they have the leader support, Soldiers do not engage in the program on a regular basis. Therefore, it is key that leaders support registration and repeated/regular use of this program with Soldiers at risk of failing the standards.
UTILIZATION:

This manual will be used to assist military leaders in overcoming the nutrition and fitness deficiencies of non-compliant Soldiers. The information provided in this manual will assist in establishing a health and fitness program following the guidelines of AR 600-9 and FM 21-20 as applicable. Additional features of this guide will show leaders how to rapidly and effectively link the H.E.A.L.T.H. website to counseling sessions and strategies aimed at creating an individualized program to meet the nutrition and fitness needs of each Soldier.

Additionally, leaders should use the information from this manual and the “Exceed the Standard” section of the ARMY H.E.A.L.T.H. website as a way to educate and encourage good dietary and fitness practices to all Soldiers. The tools and information available in these resources can be used to improve Soldier readiness by supplementing and expanding on weight gain prevention and fitness training.

Follow-up counseling sessions with Soldiers are also outlined in this manual. These sessions provide the military leader with a way to track a Soldier’s progress over time. In this manner, the military leader can establish documentation of Soldier progression, regression, or stagnation. Continued non-compliance with fitness standards in FM 21-20 or height and weight standards in AR 600-9 can establish the need for entry into the Army Weight Control Program or remedial physical training.

To assist the military leader, this manual provides tools and additional information to establish the proper utilization of the “Exceeding the Standard” section and additional tools of the ARMY H.E.A.L.T.H. website.
SECTION 1:

Soldiers Not in Compliance with Height/Weight and Body Fat Standards

Medical Evaluation

The unit commander will determine if a Soldier needs to be medically evaluated, as established in Para 2-15 c, AR 600-9.

Initial Counseling

The initial counseling of a Soldier not meeting the height/weight requirements is the primary step in bringing that Soldier back into compliance. An example of the counseling to be given can be found in AR 600-9, section 3-2, Figure 3-1. A sample counseling form with bullet statements linked to website tools can be found in Section 3 (Page 11-12).

The leader should guide the non-compliant Soldier through the “Exceeding the Standards” section of the website. This accomplishes two goals: 1) the leader knows the Soldier has completed the first step towards becoming compliant, and 2) the leader will have the opportunity to go through the tools of the website with the Soldier to offer assistance and answer any questions the Soldier may have. This effort will also reassure the Soldier that the leader is sincere in trying to help them become compliant.

Nutrition and Weight Reduction Counseling

Military leadership is responsible for ensuring the Soldier receives appropriate nutrition counseling as established in Para 2-15 a, AR 600-9 when participating in the Army Weight Control Program.

The ARMY H.E.A.L.T.H. website provides nutrition and fitness information to supplement and complement Army nutrition counseling. Guidelines found in Appendix C of AR 600-9, contain lists and charts that relate to the website. The website provides information that will assist in putting together a program geared towards healthy weight loss and/or weight management for the Soldier. The website can eliminate the need for leaders to spend time developing a program specifically for each Soldier. The website will calculate the proper calorie intake level for a Soldier based on the information the Soldier enters in the JumpStart section. It will also develop an individualized meal plan and fitness plan for the Soldier that meets the weight loss or weight management goal of the Soldier. While the website eliminates the need for a leader to develop a nutrition and fitness plan, the leader should still communicate his or her expectations related to the Soldier’s use of the website. After initial Soldier counseling and training on the website, the Army leader should emphasize the continued long-term use of the ARMY H.E.A.L.T.H. website to prevent reoccurrence of non-compliant status.
Instructions for Soldiers to Meet Height/Weight and Body Fat Standards

The following text and flowchart are recommended actions to be taken by a leader for a Soldier who is non-compliant or is in danger of becoming non-compliant with Army body fat standards. Figure 1 establishes the process of identifying a Soldier’s deficiency in this area and provides appropriate steps to resolve the issue through use of the ARMY H.E.A.L.T.H. Leader’s Guide and the ARMY H.E.A.L.T.H. website.

In addition to the flowchart in Figure 1 (page 7), the military leader is encouraged to utilize the sample counseling form to document the event. The sample counseling form can be found in Figure 3-2 (page 12).

Note: “Soldier in Danger of failing” is defined as a Soldier within 5% of the maximum allowable screening weight found in Table 3-1, AR 600-9

Recommended actions for a Soldier who is non-compliant or in danger of becoming non-compliant with Army Height and Weight/Body Fat standards include:

2. Completion of items 1-9 from the ARMY H.E.A.L.T.H. Soldier Tasking Chart (Figure 3, page 10).
3. A monthly follow-up counseling session until compliance is reached. At counseling session(s) item(s) 4, 6, and 9 should be completed from the ARMY H.E.A.L.T.H. Soldier Tasking Chart (Figure 3, page 10) while utilizing the ARMY H.E.A.L.T.H. website.
4. Leaders should conduct informal monitoring of Soldier’s progress at every opportunity to ensure and encourage the Soldier’s use of the task list.
Height/Weight Body Fat Standards Flowchart

Leader’s Counseling: Failure to meet Weight/Body Fat Standards

Soldier Entered in Army Weight Control Program (AWCP)

Medical Weight Reduction Counseling IAW Para 2-15a, AR 600-9

Utilize ARMY H.E.A.L.T.H.
www.langhealth.com
Complete Items 1 - 9 in the Soldier Tasking Chart (Figure 3, page 10)

For monthly counseling, complete Items 4, 6, and 9 in the Soldier Tasking Chart (Figure 3, page 10)

Review Soldier’s records and check for compliance/Removal from AWCP

(Figure 1 Army Body Fat Composition Standards Flowchart)
SECTION 2:

Program for Soldiers to Improve Upon any Event of the APFT

Medical Restrictions

A Soldier must not engage in any APFT event that violates restrictions contained in a medical profile as described in FM 21-20 pages 14-20, titled “temporary profiles” and “permanent profiles.”

Instructions for Soldiers to Improve on any Event of the APFT

The following text and flowchart are actions that should be taken by a leader for a Soldier that is non-compliant or is in danger of becoming non-compliant with Army APFT standards. Figure 2 (page 9) establishes the process of identifying a Soldier’s deficiency in this area and provides appropriate steps to resolve the issue through use of the ARMY H.E.A.L.T.H. Leader’s Guide and the ARMY H.E.A.L.T.H. website. Within the website, the leader should utilize the APFT preparation plan under the MY APFT tab. After entering the scores of the Soldier’s APFT test the website will formulate a preparation plan for the Soldier in addition to the established fitness plan which may be found under the MY FITNESS PLAN tab.

In addition to the APFT improvement flowchart, the military leader should utilize the sample counseling form to document the event. The sample counseling form can be found in Figure 5 (page 13).

Note: “Soldier in Danger of failing” is defined as a Soldier who scores 65 points or less in any event.

(It is recommended that APFT failure counseling be completed with the Soldier as soon as possible after the APFT testing. In addition, a plan for APFT retesting should be included in that counseling establishing a retest or diagnostic APFT for the next scheduled IDT period or the next available APFT training period. The diagnostic APFT tool as outlined in the FM 21-20 should be utilized in order to assess the Soldier’s improvement in the failing areas.)
SECTION 2: Continued

Recommended actions for a Soldier who has failed or is “in danger of failing” to pass the APFT:


2. Completion of items 1 – 2 and 8 – 10 from the ARMY H.E.A.L.T.H. Soldier Tasking Chart (Figure 3, page 10).

3. Areas of special attention to be addressed are:
   
   a. A Soldier identified as weak or deficient in the push up event should place emphasis on items 2 and 8 of the ARMY H.E.A.L.T.H. Soldier Tasking Chart (Figure 3, page 10).

   b. A Soldier identified as weak or deficient in the sit up event should place emphasis on items 2 and 8 of the ARMY H.E.A.L.T.H. Soldier Tasking Chart (Figure 3, page 10).

   c. A Soldier identified as weak or deficient in the 2-mile run (or alternate cardio event) should place emphasis on items 2 and 8 of the ARMY H.E.A.L.T.H. Soldier Tasking Chart (Figure 3, page 10).

4. Completion of items 2, 9 and 10 of the ARMY H.E.A.L.T.H. Soldier Tasking Chart (Figure 3, page 10) during follow up counseling each month.

5. To ensure the Soldier is following the task list, the leader should follow up with the Soldier on his/her progress at regular intervals, but not less than monthly in conjunction with the Soldier’s formal follow up counseling.
APFT Improvement Flowchart

Leader's Initial Fitness Counseling

Failure to meet APFT Standards

Utilize ARMY H.E.A.L.T.H.
www.armyhealth.com
Complete Items: 1, 2, and 8 – 10
in Figure 3 (page 10)

Areas for Extra Emphasis

Push Up Event Areas for Extra Emphasis:
Items 2 & 8

Sit Up Event Areas for Extra Emphasis:
Items 2 & 8

Cardio Event (2 mile run or alternate) Areas for Extra Emphasis:
Items 2 & 8

For Monthly Counseling,
Complete Items 2, 9, and 10

Review Soldier’s APFT records and determine compliance

(Figure 2, Army APFT Standards Flowchart)
## SECTION 3: SOLDIER TASKING CHART

<table>
<thead>
<tr>
<th>Item #</th>
<th>Task</th>
<th>Frequency</th>
<th>Location</th>
<th>Check</th>
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<tbody>
<tr>
<td>1.</td>
<td>Register in ARMY H.E.A.L.T.H. and complete Jumpstart (this is the initial phase of the ARMY H.E.A.L.T.H. program)</td>
<td>Once</td>
<td>ARMY H.E.A.L.T.H. Login/Home</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Review the prescribed workout plan and APFT plan</td>
<td>Daily</td>
<td>ARMY H.E.A.L.T.H. My Health/Tool Box</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Record circumference and measurements and obtain body fat percentage from website</td>
<td>Monthly</td>
<td>ARMY H.E.A.L.T.H. Login/Home</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Read one nutrition article (located in MY LIBRARY)</td>
<td>Weekly until compliant</td>
<td>ARMY H.E.A.L.T.H. My Resources</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Read one fitness article (located in MY LIBRARY)</td>
<td>Weekly until compliant</td>
<td>ARMY H.E.A.L.T.H. My Resources</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>Enter past APFT records into website</td>
<td>As available</td>
<td>ARMY H.E.A.L.T.H. My APFT</td>
<td></td>
</tr>
</tbody>
</table>

(Figure 3: ARMY H.E.A.L.T.H. Soldier Tasking Chart)
Sample Counseling Form – Failure to meet Body Fat Composition

<table>
<thead>
<tr>
<th>DEVELOPMENTAL COUNSELING FORM</th>
</tr>
</thead>
<tbody>
<tr>
<td>For use of this form, see FM 22-100; the proponent agency is TRADOC</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DATA REQUIRED BY THE PRIVACY ACT OF 1974</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTHORITY: 5 USC 301, Departmental Regulations, 10 USC 3013, Secretary of the Army and E.O. 9397 (SSN)</td>
</tr>
<tr>
<td>PRINCIPAL PURPOSE: To assist leaders in conducting and recording counseling data pertaining to subordinates.</td>
</tr>
<tr>
<td>ROUTINE USES: For subordinate leader development IAW FM 22-100. Leaders should use this form as necessary.</td>
</tr>
<tr>
<td>DISCLOSURE: Disclosure is voluntary.</td>
</tr>
</tbody>
</table>

### PART I - ADMINISTRATIVE DATA

<table>
<thead>
<tr>
<th>Name (Last, First, MI)</th>
<th>Rank/Grade</th>
<th>Social Security No</th>
<th>Date of Counseling</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doc, John A.</td>
<td>Pvt/E-1</td>
<td>xxx-xx-xxxx</td>
<td>(DATE)</td>
</tr>
<tr>
<td>Organization (Unit Designation)</td>
<td>Name and Title of Counselor</td>
<td>Front Line Leader (Mentor Name)</td>
<td></td>
</tr>
</tbody>
</table>

### PART II - BACKGROUND INFORMATION

Purpose of Counseling: (Leader states the reason for the counseling, e.g., performance/professional growth or event-oriented counseling, and includes the leader's facts and observations prior to the counseling.)

Event Oriented counseling. This counseling is being provided to the Soldier due to the Soldier’s non-compliance with the Army’s weight/body fat standards. AR 600-9

Issues:

*Physical Fitness and Appearance

THIS IS TO BE USED ONLY AS A GUIDELINE

### PART III - SUMMARY OF COUNSELING

Complete this section during or immediately subsequent to counseling.

Key Points of Discussion:
PVT Doc. On (DATE) the unit conducted its semi-annual APFT. Upon completion of the APFT and the subsequent weigh-in, it was determined that you exceed the Army’s table weight for your height. Afterwards, you were taped and found to be over your allowable body fat percentage as well. Steps have been taken and the paperwork initiated to enroll you in the Army’s Weight Control program. In addition to weight and nutrition counseling, we will discuss in the next section of this counseling additional steps you should take to come back into compliance with AR 600-9.

OTHER INSTRUCTIONS

This form will be destroyed upon: reassignment (other than rehabilitative transfers), separation at ETS, or upon retirement. For separation requirements and notification of loss of benefits/sequences see local directives and AR 635-200.
Plan of Action: (Outlines actions that the subordinate will do after the counseling session to reach the agreed upon goal(s). The actions must be specific enough to modify or maintain the subordinate’s behavior and include a specified time line for implementation and assessment (Part IV below).)

PVT Doe, in addition to the weight and nutrition counseling you will receive, you are to register with the ARMY H.E.A.L.T.H. website. We will do this step together at the end of this counseling session. The website will be a tool you can use at home daily to help bring you back into compliance with AR 600-9. There are steps that you should follow in regards to the website and we will go over those as well. Your goal should be to lose 3 to 8 pounds monthly as set forth in AR 600-9. Your usage of the website and your weight loss will be monitored and checked on a regular basis. I will do all I can to help you, but it is your responsibility to have the motivation and drive to get back on track.

1) Go to http://armyhealth.pbr.edu; Code: health
2) Click “Register” and follow the steps to create your user name and password
3) Complete JumpStart (takes about 5-10 minutes)

Session Closing: (The leader summarizes the key points of the session and checks if the subordinate understands the plan of action. The subordinate states his/her understanding and provides remarks if appropriate.)

Individual counseled: [ ] I agree [ ] disagree with the information above.
Individual counseled remarks:

Signature of Individual Counseled: ___________________________ Date: __________________

Leader Responsibilities: (Leader’s responsibilities in implementing the plan of action).

To ensure that the soldier receives the weight control and nutrition counseling.
To help the soldier in their initial registration of the ARMY H.E.A.L.T.H. website.
To encourage the soldier in their attempt to come back into compliance with AR 600-9.
To monitor the soldier’s monthly progress.

Signature of Counselor: ___________________________ Date: __________________

PART IV – ASSESSMENT OF THE PLAN OF ACTION

Assessment: (Did the plan of action achieve the desired results? This section is completed by both the leader and the individual counseled and provides useful information for follow-up counseling.)

Counselor: ___________________________ Individual Counseled: ___________________________ Date of Assessment: _________________

Note: Both the counselor and the individual counseled should retain a record of the counseling.

(Figure 4-1: Sample Counseling Form – Failure to meet Body Fat Composition. Continued)
# Sample Counseling Form – Failure to Pass APFT

## DEVELOPMENTAL COUNSELING FORM

For use of this form, see FM 22-100; the proponent agency is TRADOC

### DATA REQUIRED BY THE PRIVACY ACT OF 1974

**AUTHORITY:**
5 USC 301, Departmental Regulations; 10 USC 3013, Secretary of the Army and E.O. 9397 (SSN)

**PRINCIPAL PURPOSE:**
To assist leaders in conducting and recording counseling data pertaining to subordinates.

**ROUTINE USES:**
For subordinate leader development IAW FM 22-100. Leaders should use this form as necessary.

**DISCLOSURE:**
Disclosure is voluntary.

## PART I - ADMINISTRATIVE DATA

<table>
<thead>
<tr>
<th>Name (Last, First, Mi)</th>
<th>Rank/Grade</th>
<th>Social Security No</th>
<th>Date of Counseling</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doe, John A.</td>
<td>Pvt/E-1</td>
<td>xxx-xxxx</td>
<td>(DATE)</td>
</tr>
</tbody>
</table>

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<tbody>
<tr>
<td>Front Line Leader (Mentor Name)</td>
<td></td>
</tr>
</tbody>
</table>

## PART II - BACKGROUND INFORMATION

**Purpose of Counseling:** (Leader states the reason for the counseling, e.g., performance/professional growth or event-oriented counseling, and includes the leader's facts and observations prior to the counseling.)

Event Oriented counseling. This counseling is being provided to the Soldier due to the Soldier's performance on the unit's APFT.

Reference: FM 21-20

**Issues:**

*Physical Fitness

THIS IS TO BE USED ONLY AS A GUIDELINE

## PART III - SUMMARY OF COUNSELING

**Key Points of Discussion:**
PVT Doe. On (DATE) the unit conducted its semi-annual APFT. Upon completion of the APFT it was determined that you failed the (event) portion of the test. This shows that the unit PT plan is not enough to keep you fit and ready and that you must make efforts on your own to improve your score in future APFT's. The unit will help develop a PT program for use during unit PT sessions. This will be used anytime you are participating in unit PT. The unit developed program will concentrate effort on overall fitness with focus on your needed area of improvement.

## OTHER INSTRUCTIONS

This form will be destroyed upon: reassignment (other than rehabilitative transfers), separation at ETS, or upon retirement. For separation requirements and notification of loss of benefits/consequences see local directives and AR 625-200.

---

(Figure 5: Sample Counseling Form – Failure to Pass APFT)
Plan of Action: (Outlines actions that the subordinate will do after the counseling session to reach the agreed upon goal(s). The actions must be specific enough to modify or maintain the subordinate’s behavior and include a specified time line for implementation and assessment (Part IV below).)

PVT Doc, in addition to the unit's efforts to help improve your APFT performance, you will need to take steps on your own as well. You will register with the ARMY H.E.A.L.T.H. website. We will go through this process together following this counseling session. Once you are registered, we will go over a plan based on the website which you can conduct on your own to gear up for the next APFT. While it is important to maintain overall fitness, you will need to focus on your needed area of improvement. We will have checkpoints along the way to make sure you are making an effort.

1) Go to http://armyhealth.pbrc.edu, Code: health
2) Click "Register" and follow the steps to create your user name and password
3) Complete JumpStart (takes about 5-10 minutes)

Session Closing: (The leader summarizes the key points of the session and checks if the subordinate understands the plan of action. The subordinate assesses the counselor’s remarks if accurate.)

Individual counseled: □ I agree □ disagree with the information above.
Individual counseled remarks:

Signature of Individual Counseled: ___________________________ Date: ___________________________

Leader Responsibilities: (Leader’s responsibilities in implementing the plan of action).
To provide the soldier with specialized PT sessions during unit level PT.
To help the soldier in their initial registration of the ARMY H.E.A.L.T.H. website.
To monitor the soldier’s progress between now and the next APFT.

Signature of Counselor: ___________________________ Date: ___________________________

PART IV – ASSESSMENT OF THE PLAN OF ACTION

Assessment: (Did the plan of action achieve the desired results? This section is completed by both the leader and the individual counseled and provides useful information for follow-up counseling.)

Counselor: ___________________________ Individual Counseled: ___________________________ Date of Assessment: ___________________________

Note: Both the counselor and the individual counseled should retain a record of the counseling.

(Figure 5-1: Sample Counseling Form – Failure to Pass APFT)