



Periodic Health Assessment (PHA)

For active duty personnel, PHAs should be completed by their assigned Primary Care Manager (PCM). Please follow the steps outlined below and read the entire sheet.

Step 1: Soldiers must complete their portion of the PHA online using the following steps:

- Log on to Army Knowledge Online (AKO).
- Select “My Medical Readiness” on “Self Service” tab.
- Under the Periodic Health Assessment (PHA) click on the blue “**Periodic Health Assessment**” hyperlink.
- Under “New Form” click on the blue “**click here**” hyperlink.
- Service member must complete their portion of the form. Be sure to click “save.”

Step 2: Soldiers must schedule an appointment to see their PCM:

- **Permanent Party:**

Call Hampton Roads Appointment Center (HRAC) at 1-866-645-4584 and request a PHA appointment when speaking to the appointing clerk.

-OR-

Visit TRICARE Online (TOL) at www.tricareonline.com. Please add “PHA” to the reason section.

- **AIT Students:** AIT must submit sick call slip through their Platoon Sergeant.

Step 3: Soldiers must complete their lab work at least *3 days prior* to the PHA scheduled appointment date.

- **Fort Eustis Permanent Party and AIT Pre-Appointment Lab Instructions:**

At least 3 days before the PHA appointment, report to the main laboratory located at McDonald Army Health Center (MCAHC), building 576 on Jefferson Avenue, Monday – Friday (except holidays and training days), 0700 – 1630 hours. All PHA blood work needs to be completed after “fasting.” This means nothing to eat or drink (except water and medications) for 12 hours prior to reporting to the lab.

- **Fort Story Permanent Party Pre-Appointment Lab Instructions (Walk-In hours, Monday – Friday, 0830 – 1030):**

Go directly to Lighthouse Clinic during walk-in hours at least 3 days prior to PHA appointment. All PHA blood work needs to be completed after “fasting.” This means nothing to eat or drink (except water and medications) for 12 hours prior to reporting to the lab.

Step 4: All Soldiers need HEARING screening, and VISION screening. If you wear eyeglasses or contacts, bring them to the appointment.

- **For Soldiers enrolled at Fort Eustis:** At least 1 day prior to PHA, report to Occupational Health, building 2792B, 0800 – 1600 hours. No appointment required.
- **For Soldiers enrolled to Lighthouse Clinic (Fort Story), your hearing screening will be provided during your PHA appointment with your PCM.**