**What is PHA?**
The PHA is an annual health assessment to be completed by all Navy, Marine Corps, and Coast Guard members. It can be accessed by your DOD ID and password at any time or by your CAC, once registered. Users will be able to see any PHA they have created, both certified and uncertified, as well as a Certification Metrics that shows the progress of certification on the User homepage.

**New Account**
If you have never logged into PHA, please click on “Register New Account.” Your Login ID will be your DOD ID which can be found on the back of your CAC. To register with the PHA system, complete all fields. Some fields may automatically fill based on your CAC. The CAPTCHA is not case sensitive and there are no spaces in between the characters. Click “Register.” You will see a confirmation page stating “Account Created” with the options to “Proceed to PHA” or “Return to Login.” To complete an assessment at this time click “Proceed to PHA.”

**How to Create an Assessment**
Click “Start New Assessment” under the current year. After you acknowledge you have read the Privacy Act Statement and the Welcome Screen, you will be able to fill out the Assessment. All pages are required. When a page is completely filled out, the “Incomplete” next to the page number will disappear. The Assessment will not allow you to continue while there is an Incomplete page. The Assessment can be saved and closed at any time. After you have completely filled in your Assessment, click “Go to Review.” At the bottom of the page click “Sign and Finish!” At the end of your Educational Report click “Complete.”

**Username**
After creating an account, login with your CAC or DOD ID as your Username and the Password you created. If you have been granted additional roles, select “My PHA” to fill out your Assessment.

**Locked Account**
If you account is locked, click “Forgot Password.” Upon completion of the password reset, your account will be unlocked.

**Reset Password**
To reset your password, click “Forgot Password.” Confirm your DOD ID, answer your security question, enter your name and the captcha. Then you will be prompted to reset your password.
After completing your PHA, contact your local Provider to have your survey certified. Until your survey is both completed and certified, your survey will not be marked as finished and you may still appear as non-compliant.

Next Steps

After completing your PHA, contact your local Provider to have your survey certified. Until your survey is both completed and certified, your survey will not be marked as finished and you may still appear as non-compliant.

Certification Metrics

Upon logon to PHA, you will be able to see all past PHAs as well as a certification metrics. This metrics allows for easy view of each assessment’s place in the certification process. All assessments must be seen by a Record Reviewer and MHA Provider before they can be certified by a Health Care Provider (HCP). The progress of each assessment can be viewed by the user at any time.

Additional Assistance

PHA Help Desk:
usn.hampton-roads.navmcpubhltcnpors.
list.nmcp hc-phahelpdesk@mail.mil

Phone number 757 953 0737
DSN 377