

# Software User's Manual

for

## Force Risk Reduction (FR2)

Document Version 5.0

August 4, 2015



**Prepared For:**  
Office of the Secretary of Defense (OSD)  
Personnel and Readiness (P&R)  
Personnel Risk Reduction  
Force Risk Reduction Program Manager  
4000 Defense Drive  
Suite 1E532  
Washington, D.C. 20301

**Contents**

**What is FR2? ..... 5**

**Information Provided by FR2 ..... 5**

**FR2 Account Access ..... 5**

**Orienting the Site ..... 7**

    Top Menu ..... 8

    Sub Menu ..... 9

**Dashboards and Reports..... 11**

    Dashboards ..... 11

    Reports..... 11

    Dashboard Terminology and Features..... 12

        Tabs: ..... 12

        Reports:..... 12

        Filters: ..... 12

        Report Options Drop-Down Menu:..... 12

            Open in New Window:..... 13

            Reset View: ..... 13

            Export:..... 13

        Report Data Drop-Down Menu:..... 13

            Drill Down To: ..... 14

            Drill Up: ..... 14

            Show Only: ..... 15

            Remove: ..... 15

            Select Measures:..... 16

            Decomposition Tree:..... 16

            Show Details: ..... 18

            Additional Actions:..... 19

            Sort:..... 19

            Filter: ..... 20

            Pivot: ..... 20

<i>For Official Use Only (FOUO)</i>	3
Hide Information Bar: .....	21
Report White Space Drop-Down Menu: .....	22
Select Measures: .....	22
Filter: .....	22
Pivot: .....	22
Report Type: .....	23
Format Report: .....	24
Show Information Bar: .....	24
Report Terminology and Features .....	25
Parameters: .....	26
Hover: .....	27
Expand: .....	27
Find Next Search Function: .....	30
Parameters Text Search Function: .....	30
Downloading Reports .....	31
<b>Information Assurance .....</b>	<b>33</b>
<b>Privacy .....</b>	<b>33</b>
<b>Frequently Asked Questions (FAQs) .....</b>	<b>34</b>
General Questions .....	34
Getting Access and Initial Use .....	35
What information is available? .....	36
General Data Questions .....	38
Civilian Injuries .....	40
Mishaps .....	43
Military Injury (MI) .....	44
Population .....	45
Privacy Information .....	46
<b>Definitions .....</b>	<b>47</b>
<b>Calculations .....</b>	<b>51</b>
<b>Acronyms .....</b>	<b>52</b>
<b>Dashboard Examples: .....</b>	<b>54</b>

Dashboard Example 1: Military Injuries Installation Dashboard ..... 54

    Background ..... 54

    Walkthrough ..... 54

Dashboard Example 2: Civilian Injuries Installation Dashboard ..... 67

    Background ..... 67

Dashboard Example 3: Civilian Injuries Major Organization Dashboard ..... 71

    Background ..... 71

Dashboard Example 4: Civilian Injuries Unit Dashboard..... 76

    Background ..... 76

Dashboard Example 5: Service Strategic Dashboard ..... 79

## **Welcome to the Force Risk Reduction site, or as we call it, FR2!**

### **What is FR2?**

FR2 is a personnel-focused, data-driven, web-based SharePoint site that provides OSD, Service, Agency, and other key DoD users a central location to review, evaluate, and monitor DoD safety data, such as non-hostile fatalities, injuries, suicides, and, in the future, positive drug-test results. FR2 provides a “Strategic Dashboard Overview” for commanders and safety officers to target risks, losses, and costs, and provides information to assist leadership in maximizing Force readiness. The site also tracks monthly safety metrics and offers tools such as drilling and a decomposition tree for in-depth analysis and trending.

### **Information Provided by FR2**

FR2 collects over 400 million records across 13 different data sets supplying 3 to 10+ years of historical data, depending on the source, for trending. It provides both dashboards and reports which display data at a Department level or by Service, Installation, Major Organization, and Category/Subcategory. Data contained in the dashboards and reports include personnel, workers’ compensation, finance, mishap, medical treatment, casualty, medical air evacuation, deployment, suicide, and future drug data. FR2 includes a Strategic Dashboard, which provides a central location to find all tracked metrics (both ‘Current’ and ‘Yearly’), including fatalities, injuries, mishaps, civilian lost time, costs, denominators used to calculate rates, and a data overview at the Service level. FR2 tracks progress towards safety-related goals that support operational readiness; provides a comprehensive leadership view of personnel readiness; focuses on high risk behaviors including drug demand, motorcycle crashes, and suicides; and displays losses and personnel risks for specific organizations, commands, installations, and units.

### **FR2 Account Access**

Prior to registering for an account, it is highly recommended you complete the online tutorial, read through the [Dashboards and Reports](#) section of this FR2 User Guide, and attend an FR2

Orientation Session so you know how to navigate around the site and are familiar with its capabilities.

*How do I get an account?*

If you have not yet registered for an account, please send an email to FR2 Support at [FR2.Support@camber.com](mailto:FR2.Support@camber.com) with your full name and government e-mail address. An account will be created for you, and we will invite you to an orientation session to familiarize you with the capabilities of the FR2 site, including information on generating and using reports for your Service and/or organization.

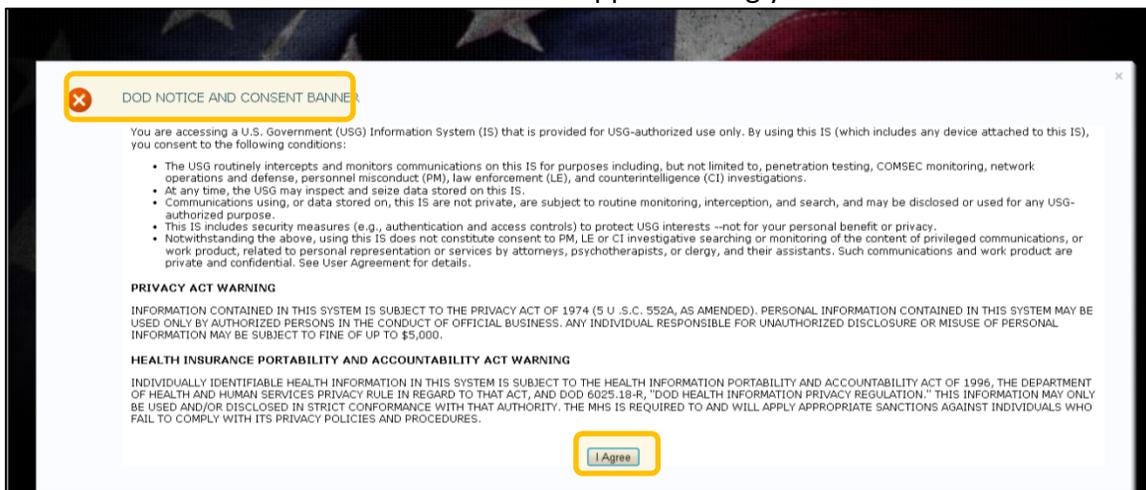
NOTE: FR2 is a CAC-enabled UNCLASS/FOUO site.

*I have created / requested an account. Now what?*

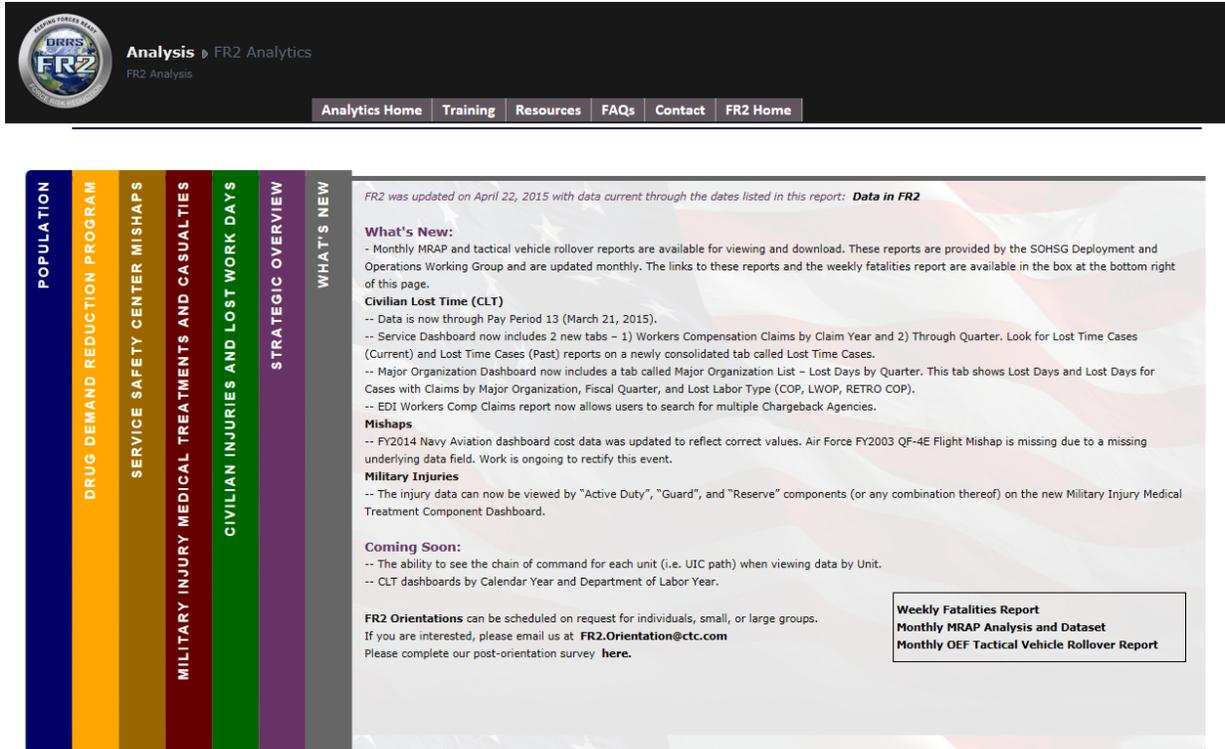
Your account request will be reviewed. If it meets all requirements, you will receive an e-mail notification of its activation along with a temporary user name and password.

Once you receive your account, you may login at <https://FR2.safety.army.mil>

After your CAC PKI is recognized and you enter your temporary password, the following DoD Notice and Consent Banner will appear during your first session.



Once you agree to the terms and conditions, you will enter the accordion-style FR2 Analytics page. Click the FR2 Home tab and proceed to the next section.



## Orienting the Site

The screen shot below displays the FR2 landing or **FR2 HOME** page:

<https://joint.safety.army.mil>

The home page provides information about programs related to FR2 and direct links to the program or site. These include: the 3-Star Safety and Occupational Health Steering Group (SOHSG), the Safety Management Systems (SMS)/Voluntary Protection Program (VPP) CX tool, the Drug Demand Reduction Program (DDRP), and the Suicide Prevention Program.



**Home** Training Resources FAQs Contact Analytics

**FORCE RISK REDUCTION**

## Wellness of the Force is Paramount to Mission

FR<sup>2</sup> provides OSD and Service leadership visibility to data that promotes maintenance of a proactive, healthy, and operationally ready force. Wellness of the Force initiatives strive to ensure ready and responsive military forces by developing and implementing best practices technologies, policies, and procedures to address operational needs and enhance readiness. The FR<sup>2</sup> tool includes the capability to drill down to detailed reports, allowing commanders, at all levels, to isolate areas of concern, risk, and need for intervention. This actionable, integrated data supports the promotion of best practice initiatives to enhance the Total Force, and meet priority goals by focusing on high risk behaviors, maximizing force readiness.

### NEW TO FR2?

Force Risk Reduction (FR2) establishes a personnel-focused, data-driven, web-based application that provides OSD, Service, Agency, and other key DoD users a one-stop shop to collect, review, and evaluate the Department's overall accident reduction, risk, health, and resilience efforts.

FR2 provides capabilities to mine data, build ad-hoc reports, and develop custom dashboards that give users key insight for managing risk reduction.

**REGISTER FOR AN ACCOUNT**

FR2  
SOHSG  
SMS  
DDRP  
SUICIDE PREVENTION

Copyright © 2013 Department of Defense. All rights reserved.

Additional information about these programs can be found by clicking on the respective boxes.

### Top Menu

The main menu, composed of six tabs across the top of the screen, provides navigation back and forth between: **HOME**, **TRAINING**, **RESOURCES**, Frequently Asked Questions (**FAQs**), **CONTACT**, and **ANALYTICS**.



**Home** Training Resources FAQs Contact Analytics

The **Training** tab contains the FR2 Online Course and FR2 System Training Quick Reference Sheets.

The **Resources** tab provides information about the FR2 site, policy and reference documents, and related links/sites.

The Frequently Asked Questions (**FAQs**) tab contains commonly asked questions and answers pertaining to the FR2 site.

The **Contact** tab provides contact information to address specific questions, issues, or requests. Assistance is available from 0800 to 1700 EST Monday through Friday via phone (703-465-4607) or anytime via e-mail ([FR2.Support@camber.com](mailto:FR2.Support@camber.com)). The FR2 team will respond to issues and requests within 24 hours. Submissions of site improvement ideas are welcome.

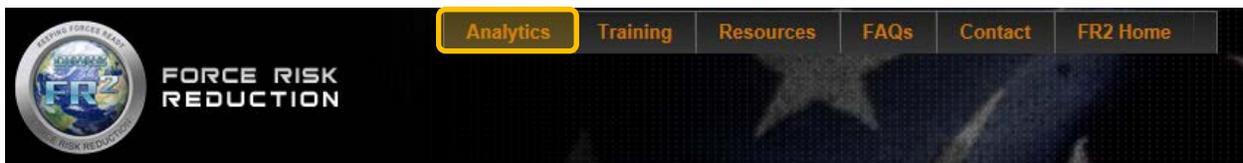
### Sub Menu



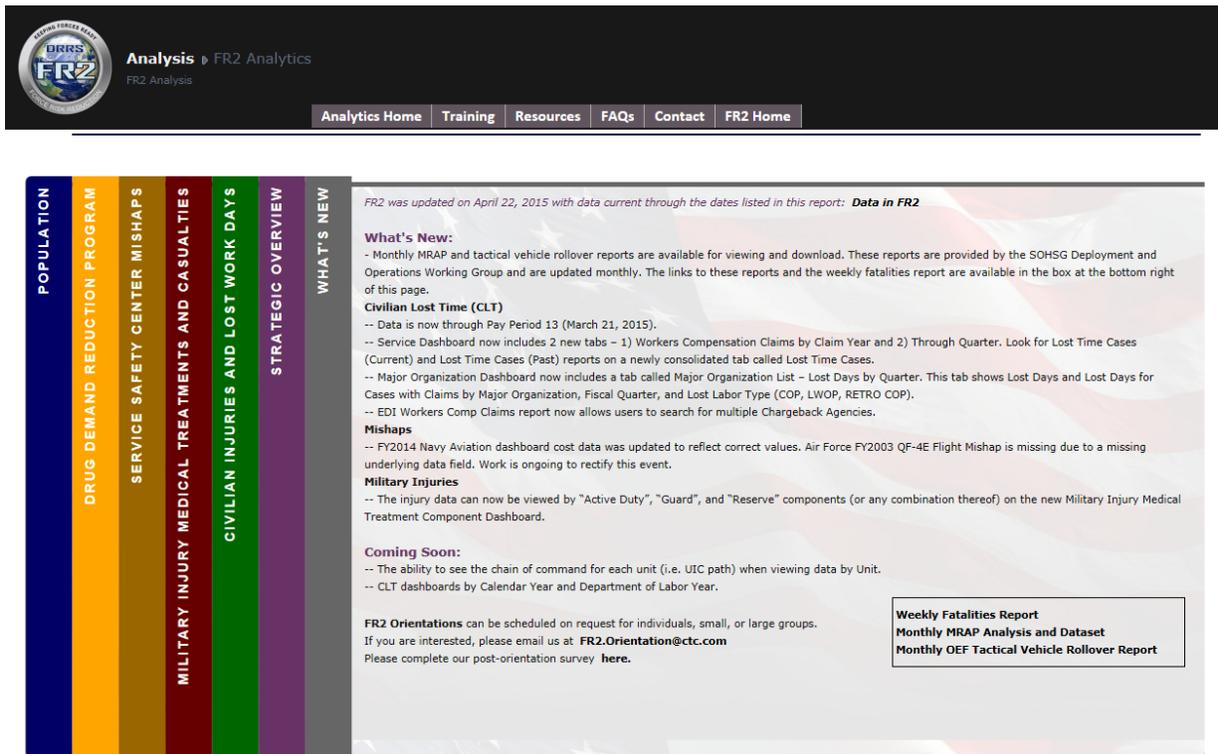
In the near future, there will be a sub-menu that will provide information about each of the 3 major dashboards, which combine multiple data sources to better support user needs at the Strategic, Operational, and Tactical levels. Currently, the Strategic Dashboard exists at the Service level and can be found via the internal FR2 home page.

### Accessing the FR2 Analysis Page

Once account approval is received, users can access the FR2 analysis section from the FR2 Home page by selecting **Analytics** on the site <https://FR2.safety.army.mil>.



The following screen will be displayed:



The FR2 analysis section includes dashboards and reports for six major data areas: Population, Drug Demand Reduction Program, Service Safety Center Mishaps, Military Injury Medical Treatments and Casualties, Civilian Injuries and Lost Work Days, and Strategic Overview. There is also a What's New tab that is displayed. The Strategic Overview is a new addition to the site which allows users to compare data across major areas by Service.

## **Dashboards and Reports**

### **Dashboards**

Dashboards offer a real-time user interface for interacting with data. They are designed to enable quick and informed decision-making by providing snapshots of current and historical data. Relying on visual indicators to display an array of information—which often include embedded reports—allows FR2 users to access the most vital information gathered from multiple data sets. The FR2 dashboards provide:

- Multiple data views for a single perspective (Service, Installation, Major Organization)
- Quick views of several key indicators and/or measures for a single Installation, Service, Major Organization, etc. or Department-wide
- Ability to drill to all available details/domains
- Strategic views emphasizing trends

Dashboards also provide users with the ability to drill across multiple datasets.

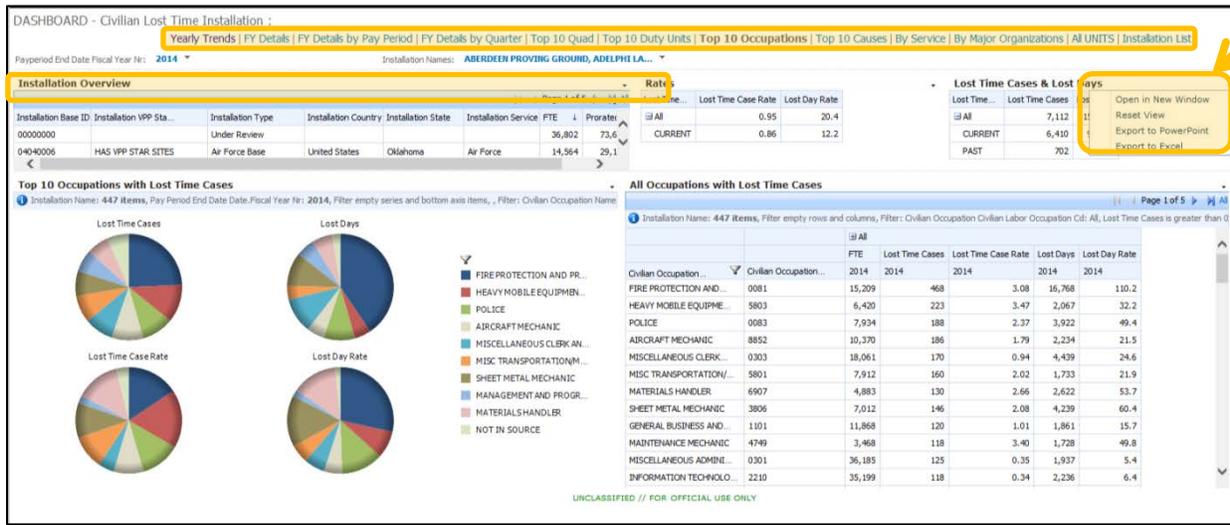
### **Reports**

Reports display information about particular data sets and are usually not integrated with other data sets. Reports provide:

- Ability to compare multiple perspectives at a time (listing of Major Organizations, Installations, Occupations, Services)
- Ability to drill through to limited details (mostly of that data set)

Reports provide information that can be filtered, sorted, searched, exported, and printed.

### Dashboard Terminology and Features



**Tabs:** Dashboards contain multiple **TABS** (links) across the top of the screen that allow the user to navigate between different dashboards. The screenshot below shows that the Top 10 Occupations tab was chosen. The selected tab changes to gray.



**Reports:** Each tab holds four to eight **REPORTS**. The user also has the option to open any report in a new window, reset the view, export to PowerPoint, or export to Excel. See [Report Options Drop-Down Menu](#).

**NOTE:** Users need to keep their web-browser view (zoom percentage) at 100% so that the dashboard dropdown lists align properly.

**Filters:** The filters allow users to select specific information, such as a Fiscal Year, Installation Name, or Service depending on the dashboard/report, from a drop-down menu. The example below shows FY=2013 and Installation Name=Joint Base Charleston.



#### Report Options Drop-Down Menu:

Each report features a drop-down menu, which can be accessed by clicking the arrow in the report's upper right corner.

The drop-down menu displays the following actions:



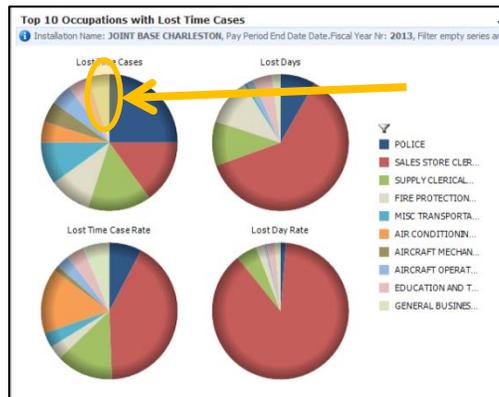
**Open in New Window:** The Open in New Window feature allows users to open any report on a dashboard in a new browser window for a bigger display.

**Reset View:** The Reset View feature allows users to get back to the original pre-defined report after modifying the report (by changing the type of report, drilling, adding measures, etc.)

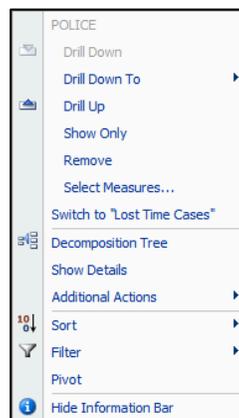
**Export:** The export feature allows users to export reports to PowerPoint and Excel. Pictures are exported as graphical information and grids are exported in a manipulative format in both PowerPoint and Excel.

**Report Data Drop-Down Menu:**

The dashboard allows users to access additional options by right clicking on a count or measure of a report, such as a slice of a pie chart, as illustrated below.

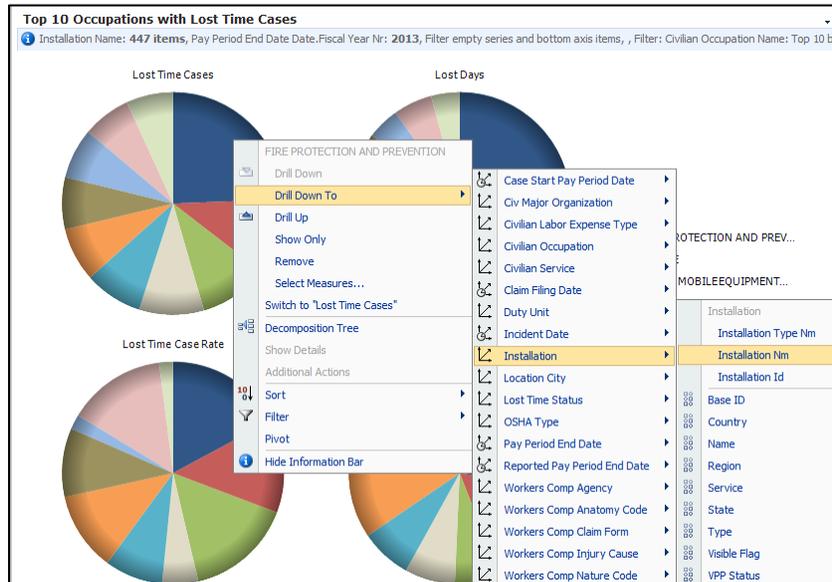


The following pop-up menu will appear:

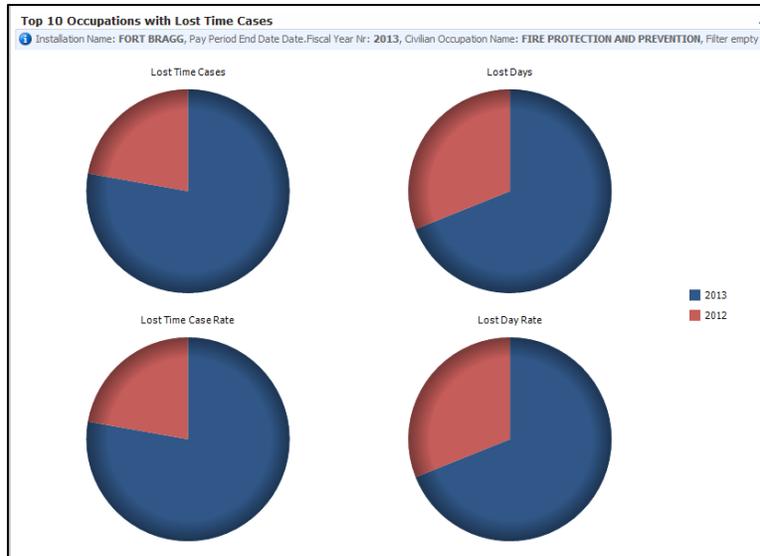


This pop-up window provides the following additional features:

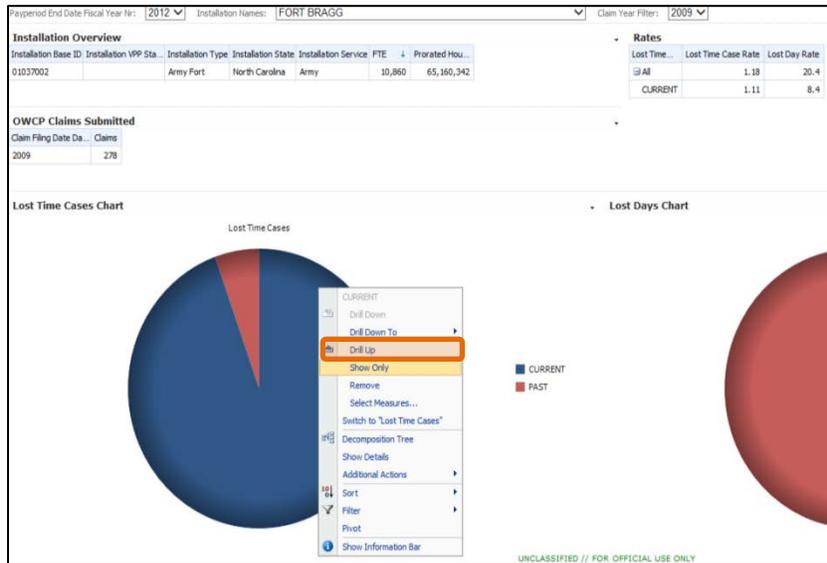
**Drill Down To:** The Drill Down To feature provides users a list of additional information available both within and outside of each data set. Additional variables are available to users to assist with specific questions by providing more detailed data. For example, from the Civilian Injuries Installation Dashboard, Top 10 Occupations with Lost Time Cases report, users can drill into a single occupation to determine the installations where that occupation is reporting the most lost time cases, as shown in the figure below.



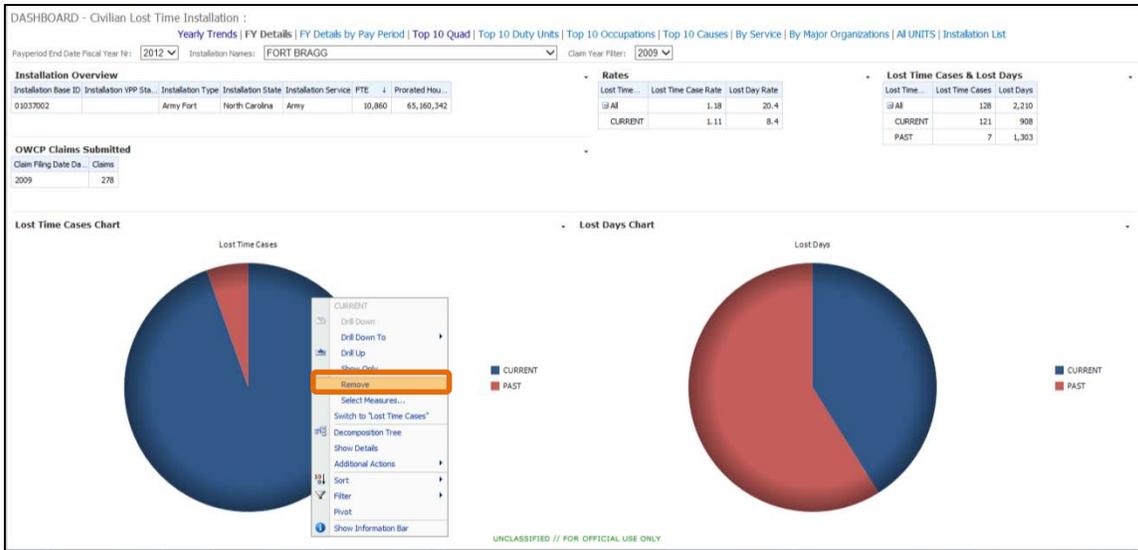
**Drill Up:** The Drill Up feature allows users to see a less specific view of the selected data, when there is a level of data more general than the one currently displayed. In this example, when a user drills down from the Top 10 Occupations with Lost Time Cases report to “Case Start Pay Period Date” and then to “Fiscal Quarter Cd,” the user can then drill up to “Fiscal Year Nr” for the selected occupation.



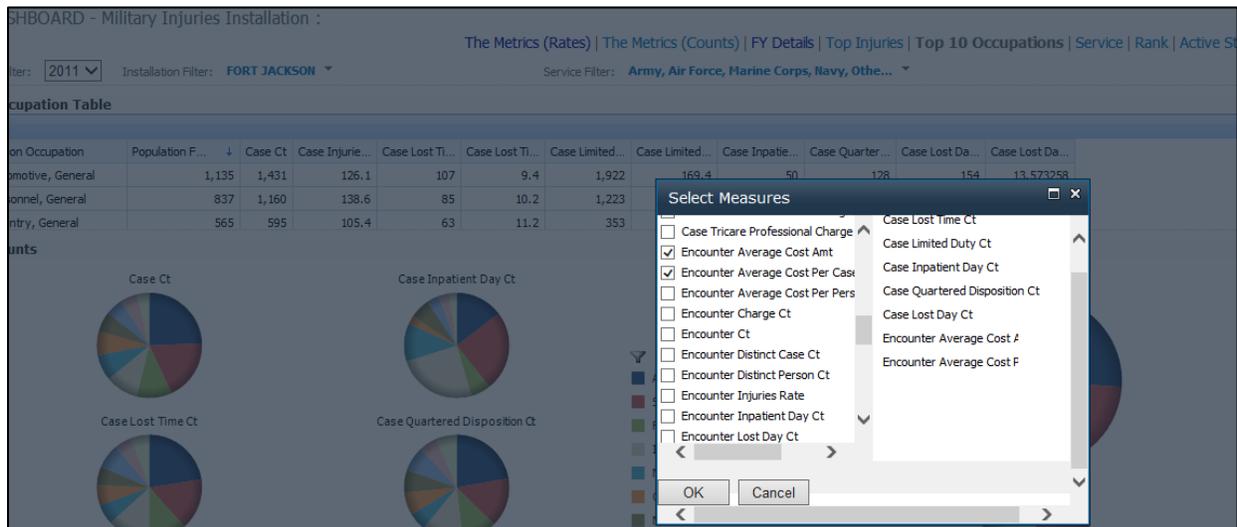
**Show Only:** The Show Only feature allows users to display only one of the Top Ten Occupations; in the case below, lost time for “Supply Clerical and Technicians” is displayed.



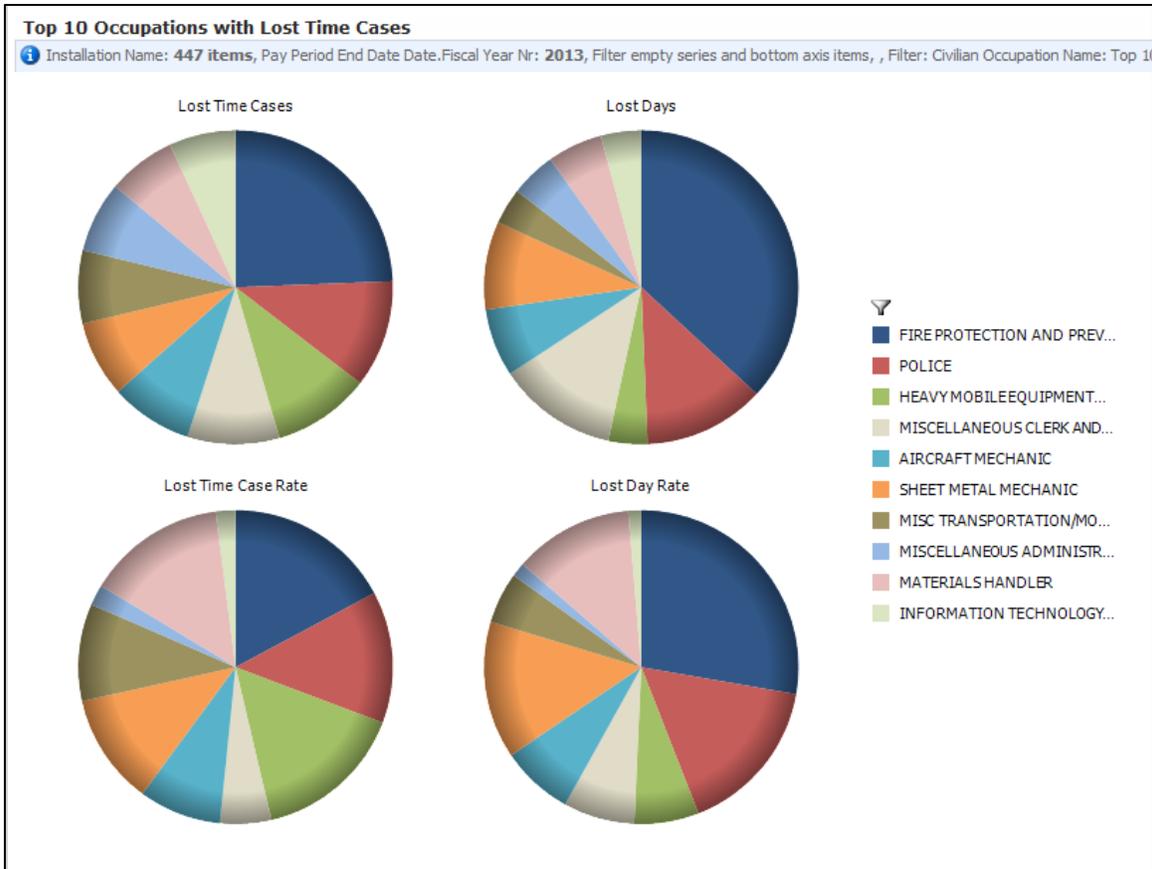
**Remove:** The Remove feature allows users to remove one section of a graph. In the example below, all “Sales Store Clerical” occupations were removed. This provides the user with the ability to display only information that is pertinent to their organization, command, or unit.



**Select Measures:** The Select Measures feature allows users to select another variable that they would like added as a separate graph. For example, for the Top 10 Occupations Installation dashboard, the “Encounter Average Cost Amt” graph can be added to help users determine the relative costs of each occupation’s lost time cases.

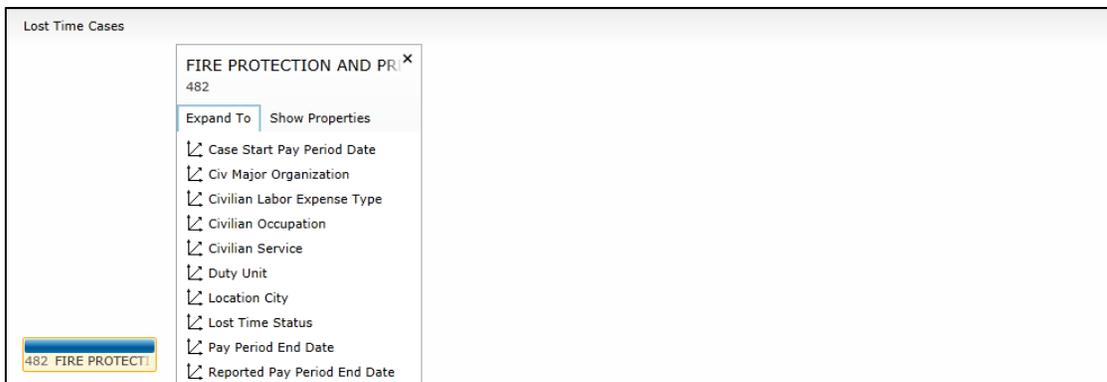


**Decomposition Tree:** This feature allows the user to interact with a subset of data to create an arrangement of bar charts that show information about the contribution of different variables through a horizontal tree with “branches” splitting out information. For example, a user might start with the Lost Time Cases Installation dashboard and select all installations and FY2013 data, resulting in the following report:



Right-clicking the navy “FIRE PROTECTION AND PREV...” wedge of the Lost Time Cases graph and selecting Decomposition Tree will open a window which shows the category name (Fire Protection and Prevention) and the number of cases (485).

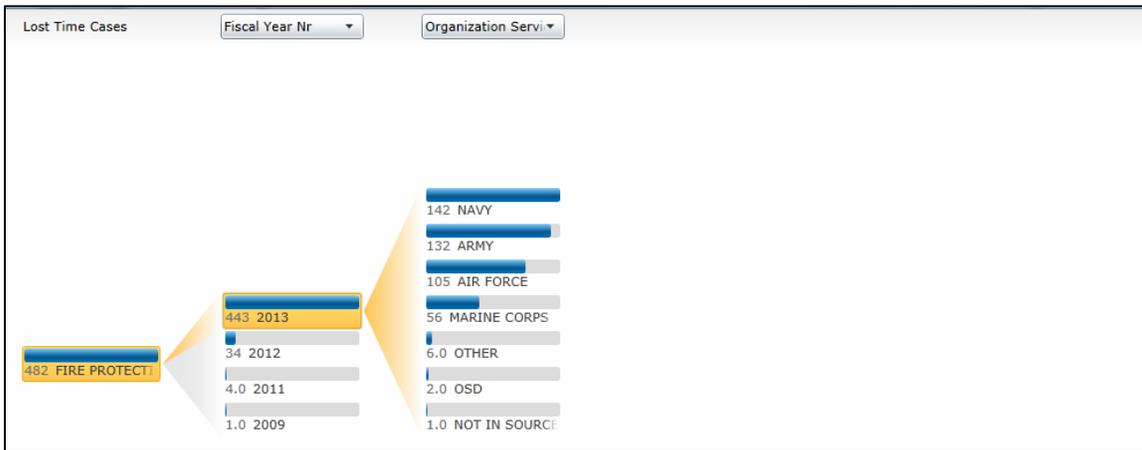
Clicking on the occupation category will open a menu, as shown:



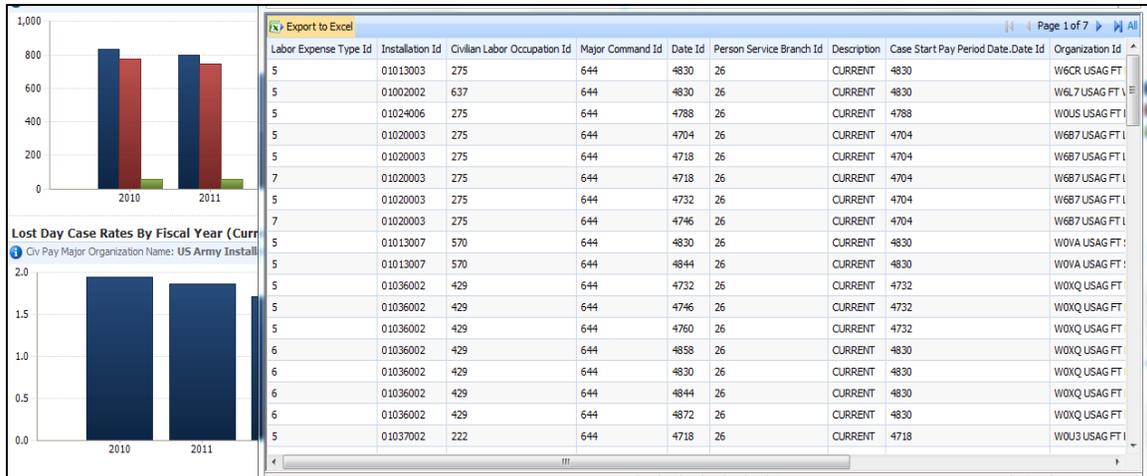
Selecting Case Start Pay Period Date from the menu and then selecting Fiscal Year Nr results in the following display.



Clicking one of the years opens the same selection menu, and selecting Duty Unit, then Organization Service Nm, produces the following:



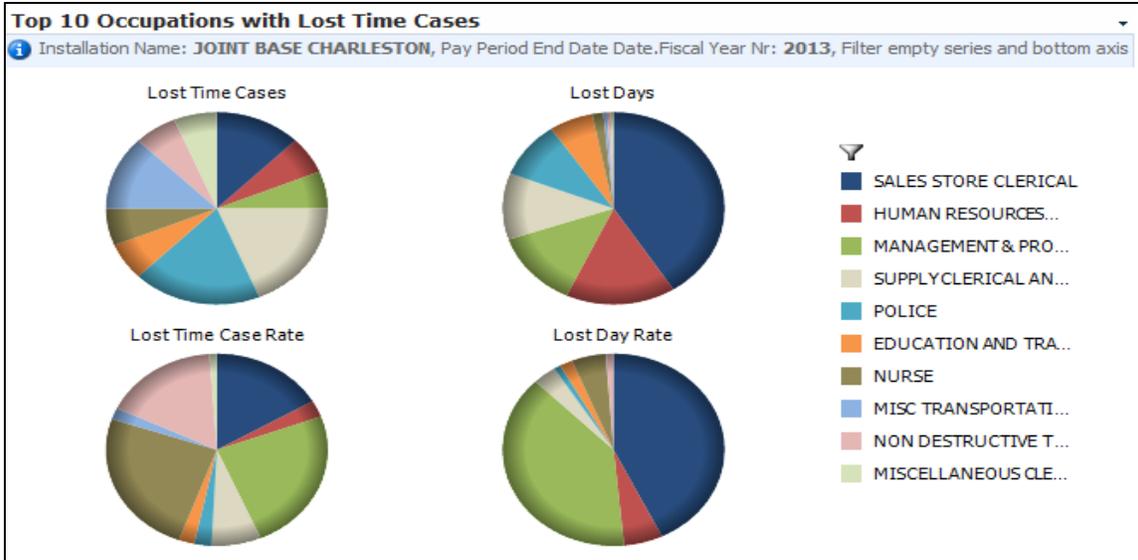
**Show Details:** This option provides more detailed information about a variable. This data can be exported to Excel using the Export to Excel button.



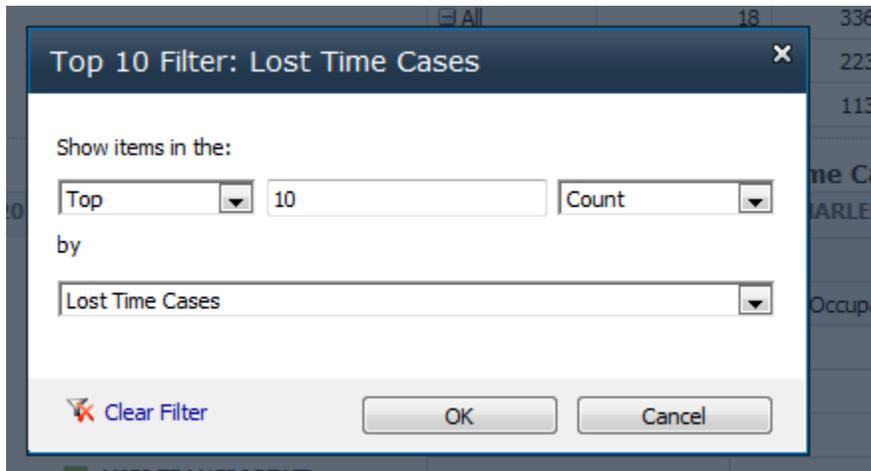
**Additional Actions:** This option allows users to drill in to charts to obtain specific information about the data. In the example below, lost time cases are listed by Case ID.



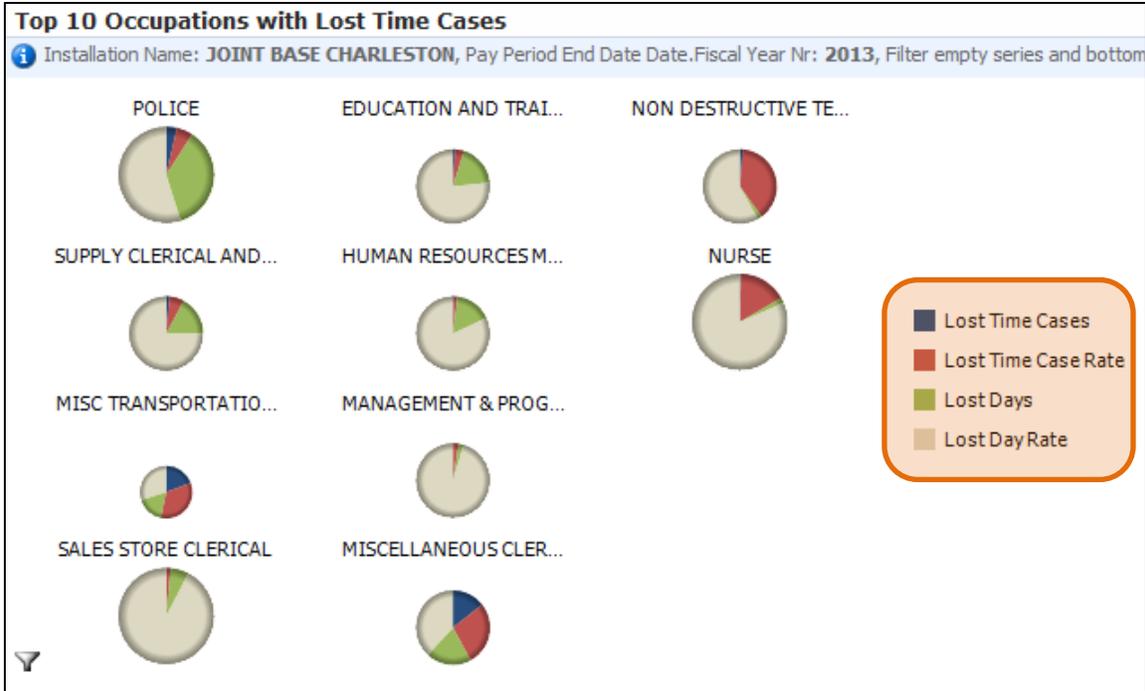
**Sort:** This feature allows the user to sort the data from “largest to smallest” or “smallest to largest.” The screenshot below shows the Top 10 Occupations from largest to smallest.



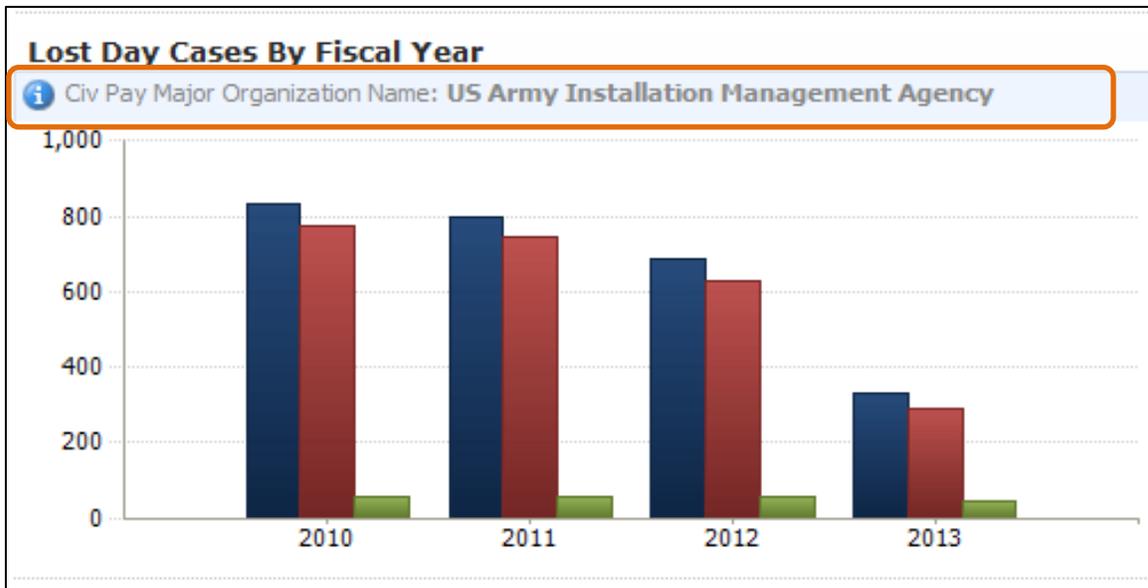
**Filter:** This feature allows the user to choose new criteria for graphs.



**Pivot:** The user is also able to pivot on any chart. In this example, Pivot will interchange the lost time variables and the Top 10 Occupations, so that now the graphs show Lost Time Cases, Lost Time Case Rates, Lost Days, and Lost Day Rate for each occupation.

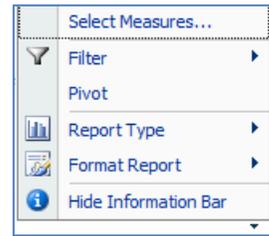


**Hide Information Bar:** The user is also able to hide the information bar (circled below).



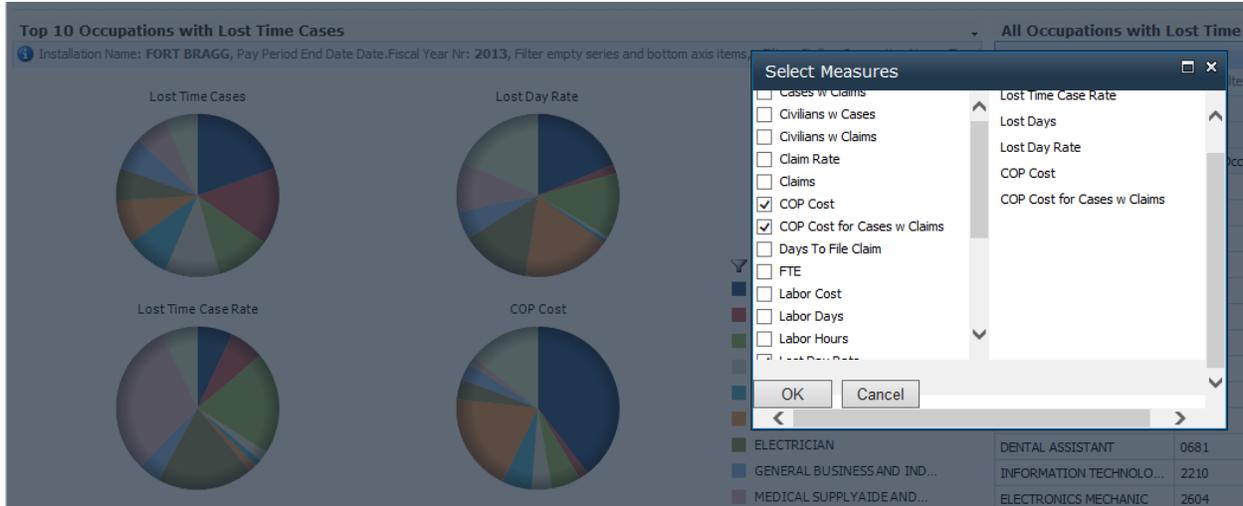
### Report White Space Drop-Down Menu:

When a user right clicks in the blank space of a dashboard report the following pop-up menu is displayed.

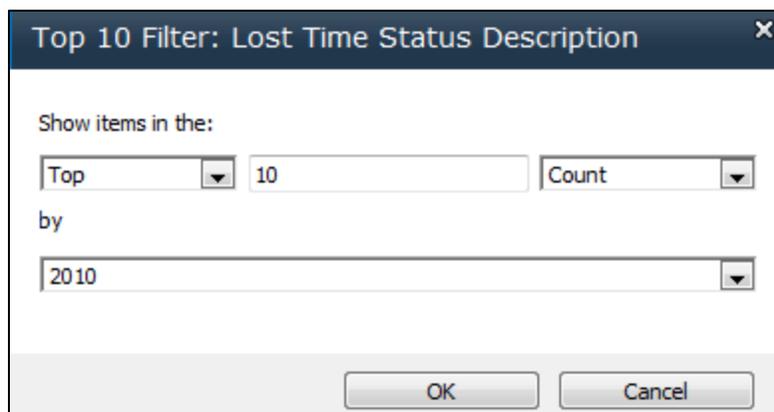


**Select Measures:** This feature is the same as the Select Measures option displayed when the user right clicks directly on a graph.

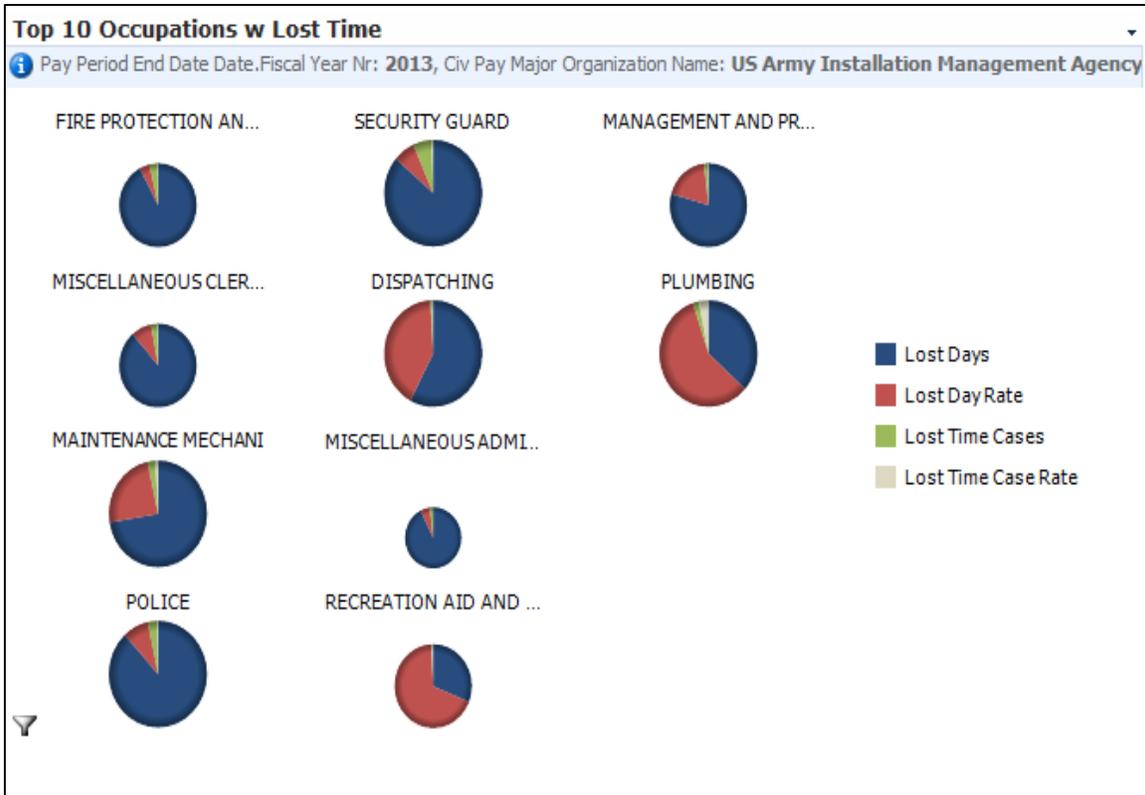
Additional measures to display can be selected.



**Filter:** This feature allows the user to choose new criteria for the graphs, such as the Top 10 filter, as seen below.

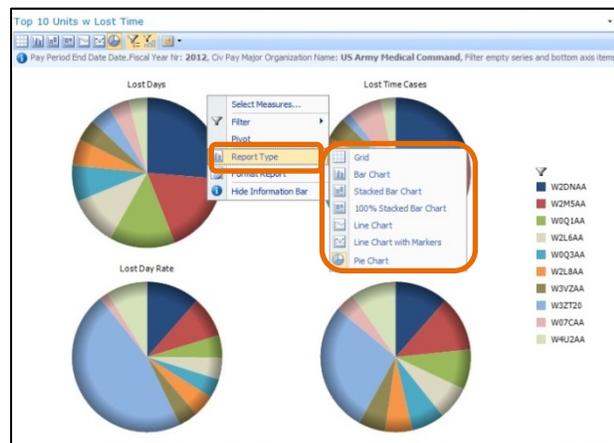


**Pivot:** The user is also able to pivot on any chart to interchange the displayed variables. Pivoting from the original four charts in the Top 10 Occupations tab will show Lost Days, Lost Day Rates, Lost Time Cases, and Lost Time Case Rates by occupation.



**Report Type:** This feature allows the user to change the report from its current type (a pie graph in the example) to a different report type. These options include: a grid, bar chart, stacked bar chart, 100% stacked bar chart, line chart, line chart with markers, and pie chart.

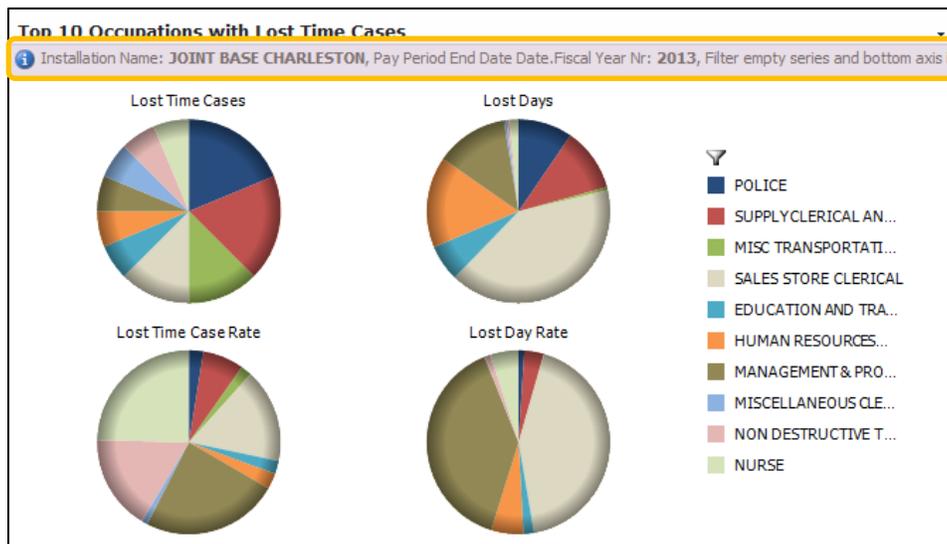
Opening a report in a new window will make these options available across the top of the new window. Below is an example of the above data transformed into a **grid**.



Top 10 Occupations with Lost Time Cases						
Installation Name: JOINT BASE CHARLESTON, Pay Period End Date Date.Fiscal Year Nr: 2013, Filter empty rows a						
Civilian Occupation...	Lost Time Ca...	↓	Lost Time Ca...	Lost Days	Lost Day Rate	Case Cost
POLICE	3		4.58	29.88	45.57	\$4,667.47
SUPPLY CLERICAL AND...	3		13.13	34.88	152.69	\$5,660.95
MISC TRANSPORTATION/...	2		3.53	1.75	3.09	\$304.77
SALES STORE CLERICAL	2		30.05	127.75	1,919.32	\$1,916.47
EDUCATION AND TRAINI...	1		4.13	20.00	82.64	\$0.00
HUMAN RESOURCES MANA...	1		5.08	50.00	254.07	\$10,004.00
MANAGEMENT & PROGRAM...	1		43.86	40.00	1,754.39	\$0.00
MISCELLANEOUS CLERK...	1		1.92	1.38	2.64	\$203.50
NON DESTRUCTIVE TEST...	1		30.49	1.50	45.73	\$278.16
NURSE	1		44.64	5.00	223.21	\$1,283.60

**Format Report:** This parameter gives the user three options for displaying the legend: Show Legend at Right, Show Legend at Top, Don't Show.

**Show Information Bar:** The final option in this drop down is to either show or hide the information bar, highlighted below; this option can also be accessed by right clicking directly on a graph, as discussed above.

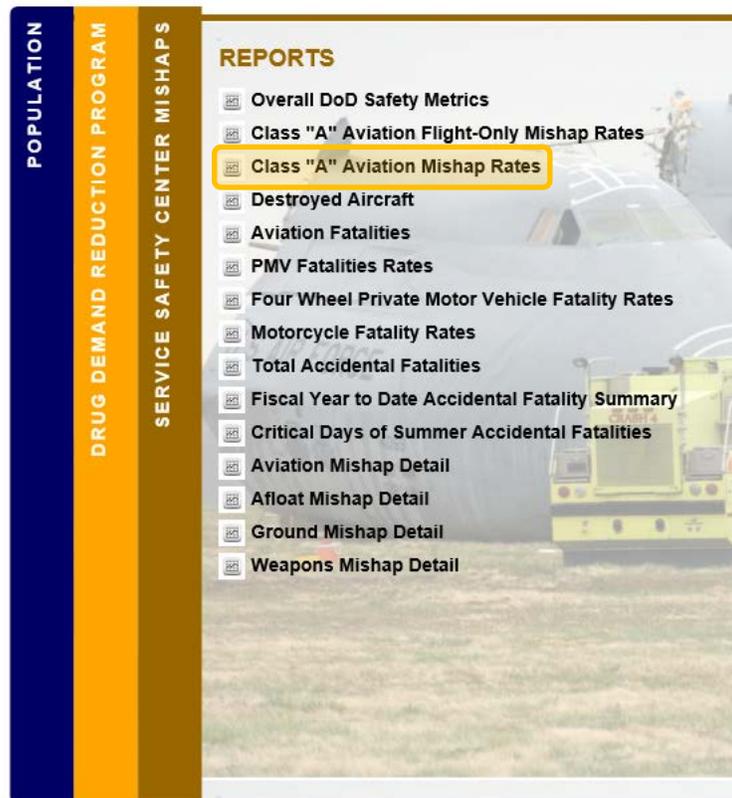


### Report Terminology and Features

As mentioned above, the FR2 analysis page provides information that can be displayed in either dashboards or reports for each functional area.

Reports are most similar to the former version of the site and provide information about each functional area. Each report can be filtered, sorted, searched, exported, printed, and drilled to details of that report.

### Report Example 1: Class A Aviation Mishap Rates Report



Selecting the “Class A Aviation Mishaps Rate” report displays the following chart (based on the parameters to the right) with information broken down by Fiscal Year (FY02-Present) and Service (Army, Navy, Marine Corps, Air Force).

**Class "A" Aviation Mishap Rates**  
For Official Use Only [Business Rule](#) [Return to Analytics Page](#)

Fiscal Year	DoD RATES	ARMY RATES	MARINE CORPS RATES	NAVY RATES	AIR FORCE RATES
2014	1.30	1.59	2.33	1.81	
2013	1.23	0.79	3.20	1.20	
2012	1.12	1.59	2.26	1.01	
2011	1.12	1.18	4.18	1.06	
2010	1.14	1.83	1.83	0.78	
2009	1.48	2.09	2.26	0.39	
2008	1.49	1.41	2.26	1.72	
2007	1.71	2.47	2.64	1.09	
2006	1.64	2.04	2.24	1.88	
2005	1.98	2.49	2.80	1.79	
2004	1.92	2.24	5.75	1.38	
2003	2.13	2.83	2.91	2.55	
2002	2.19	2.88	4.15	1.93	
Total	1.59	1.93	3.03	1.53	

**Parameters**  
Report Type: Rates  
Subcategory: Flight, Flight Related, Ground Ope  
Type: Fixed Wing, Rotary Wing

**Toggle between Rates, Counts, and Flight Hours**

**Drill-through to aviation detail report with same**

**Filter on subcategory and/or type of aircraft**

**Scrolling over rates shows total counts**

**Parameters:** These parameters (referred to as “filters” on the former site) can be modified by users and are always located to the right of each report. The user has the ability to collapse or show the parameters by selecting the arrow between the report and the parameter box.

**Class "A" Aviation Mishap Rates**  
For Official Use Only [Business Rule](#) [Return to Analytics Page](#)

Fiscal Year	DoD RATES	ARMY RATES	MARINE CORPS RATES	NAVY RATES	AIR FORCE RATES
2014	1.30	1.59	2.33	1.81	
2013	1.23	0.79	3.20	1.20	
2012	1.18	1.59	2.26	1.01	
2011	1.12	1.18	4.18	1.06	
2010	1.14	1.83	1.83	0.78	
2009	1.48	2.09	2.26	0.39	
2008	1.49	1.41	2.26	1.72	
2007	1.71	2.47	2.64	1.09	
2006	1.64	2.04	2.24	1.88	
2005	1.98	2.49	2.80	1.79	
2004	1.92	2.24	5.75	1.38	
2003	2.13	2.83	2.91	2.55	
2002	2.19	2.88	4.15	1.93	
Total	1.59	1.93	3.03	1.53	

**Parameters**  
Report Type: Rates  
Subcategory: Flight, Flight Related, Ground Ope  
Type: Fixed Wing, Rotary Wing

**Collapse or Show Parameters**

**Report Tip:** When you want to apply new parameters (filters) to the data, you will need to choose the “Apply” button in the lower right twice in order for the site to accept and process the changes.

**Hover:** A user has the ability to hover over rates to display counts. Hovering over a number that is underlined and in blue font within a report will provide a pop-up box, as shown below. On the aviation reports, if the number is a rate, the user will see the count of mishaps that are used to determine the numerator for that calculation. On the Private Motor Vehicle (PMV) reports, when the user scrolls over the number of fatalities for the current year, the projected counts used to calculate rates will be displayed in a pop-up box.

**Class "A" Aviation Mishap Rates**  
For Official Use Only [Business Rule](#) [Return to Analytics Page](#)

Fiscal Year	DoD RATES	ARMY RATES	MARINE CORPS RATES	NAVY RATES	AIR FORCE RATES
2014	<u>1.30</u>	<u>1.59</u>	<u>2.33</u>	<u>1.81</u>	<u>0.69</u>
2013			<u>3.20</u>	<u>1.20</u>	<u>1.25</u>
2012			<u>2.53</u>	<u>1.01</u>	<u>0.88</u>
2011			<u>4.18</u>	<u>1.06</u>	<u>0.74</u>
2010			<u>1.83</u>	<u>0.78</u>	<u>0.81</u>
2009			<u>1.76</u>	<u>1.39</u>	<u>1.13</u>
2008				<u>1.72</u>	<u>1.33</u>
2007	<u>1.71</u>	<u>2.47</u>	<u>2.7</u>	<u>1.09</u>	<u>1.41</u>
2006	<u>1.64</u>	<u>2.04</u>		<u>1.88</u>	<u>1.25</u>
2005	<u>1.98</u>	<u>2.49</u>	<u>2.80</u>	<u>1.79</u>	<u>1.63</u>

Hovering the icon over rate displays the count

27 Mishaps

**Expand:** The plus sign to the left of a table cell indicates that the data displayed can be expanded to a greater level of detail. Click on the plus sign to “drill-down” to the next level of detailed data in the report. Click the minus sign that is displayed after expansion to collapse new fields.

Rates are based on Aviation Mishaps (Flight, Flight Related, and Ground) / Flight Hours. The drill-through capability is similar to that of the legacy site; click on the rate number to drill-through to the details for a report. When any rate is selected in the Class “A” Aviation Mishap Rates report, the Aviation Mishap Detail Report below will populate (similar look and functionality to legacy site).

Once the user is in any of the mishap detail reports it is possible to return to the parent page by clicking on the arrow highlighted below in the Aviation Mishap Detail Report.

Case Number	Mishap Date	Fiscal Year	Service	Reporting UIC	Class	Subcategory
<b>Count: 104,573</b>						
AA20011001001	10/1/2001	2002	ARMY	W0D0DF	C	Flight
Acft experienced lightning strike during descent.						
AA20011001002	10/1/2001	2002	ARMY	W0U962	E	Unspecified
During low level flight, n2 tachometer failure. Rpl'd n2 tachometer generator.						
AA20011001003	10/1/2001	2002	ARMY	WC3JA0	E	Unspecified
#2 ENG OIL PRESS lights illuminated. Oil pressure continued to decay below 26 psi and the #2 engine was shutdown in flight. Rpl'd #2 Engin.e						
AA20011001004	10/1/2001	2002	ARMY	WCYMA0	E	Unspecified
Performing roll-on landing, the Crew noticed that the aircraft rollout was rough. Tail wheel and tire replaced.						
AA20011001005	10/1/2001	2002	ARMY	W0U918	E	Unspecified
During run-up, cyclic was binding. Rpl'd anti-ice valve.						
AA20011001006	10/1/2001	2002	ARMY	W0U955	E	Unspecified
While on the ground, engines running, TADS FLIR would not slew in azimuth. Replaced TADS electronics unit (TEU) and TADS power supply						
AA20011001007	10/1/2001	2002	ARMY	W0U966	E	Unspecified
During hover, landing light inoperable. Rpl'd bulb.						

### Destroyed Aircraft

The destroyed aircraft report below will continue to track manned destroyed aircraft counts that were accounted for in legacy, and will also provide the cost beside the count so the user does not have to drill in to determine the financial damage.

 <b>Destroyed Aircraft Report</b> For Official Use Only <span style="color: blue;">Business Rule</span>						
Fiscal Year	DoD		ARMY		MARINE CORPS	
	Total Destroyed Aircraft	Total Cost	Total Destroyed Aircraft	Total Cost	Total Destroyed Aircraft	Total Cost
<a href="#">2014</a>	<a href="#">7</a>	\$295,762,092	<a href="#">2</a>	\$4,000,000	<a href="#">1</a>	\$74,000,000
<a href="#">2013</a>	<a href="#">27</a>	\$1,337,989,736	<a href="#">3</a>	\$23,821,157	<a href="#">5</a>	\$266,286,565
<a href="#">2012</a>	<a href="#">33</a>	\$984,276,635	<a href="#">10</a>	\$88,934,076	<a href="#">6</a>	\$244,533,293
<a href="#">2011</a>	<a href="#">28</a>	\$766,770,286	<a href="#">9</a>	\$147,301,142	<a href="#">9</a>	\$159,300,000
<a href="#">2010</a>	<a href="#">34</a>	\$1,012,434,305	<a href="#">16</a>	\$200,857,528	<a href="#">5</a>	\$229,140,756
<a href="#">2009</a>	<a href="#">28</a>	\$765,625,767	<a href="#">12</a>	\$115,856,164	<a href="#">3</a>	\$157,000,000
<a href="#">2008</a>	<a href="#">44</a>	\$3,014,621,680	<a href="#">10</a>	\$115,342,714	<a href="#">5</a>	\$109,070,385
<a href="#">2007</a>	<a href="#">48</a>	\$972,480,102	<a href="#">18</a>	\$288,457,706	<a href="#">8</a>	\$145,520,578
<a href="#">2006</a>	<a href="#">42</a>	\$1,238,336,572	<a href="#">16</a>	\$294,108,023	<a href="#">8</a>	\$145,520,578
<a href="#">2005</a>	<a href="#">52</a>	\$1,683,001,061	<a href="#">22</a>	\$377,508,248	<a href="#">8</a>	\$145,520,578

**Drill through when numbers are blue and underlined**

**Report Tip:** All numbers that are in blue, underlined text indicate that they are hyperlinked to a detail report. Click on the number to “drill-through”. Clicking on the number will replace the current report being viewed with the detail report that has the appropriate filters to see the data that contributed to the number in the higher level report.

## Report Example 2: Afloat Mishap Detail Report

**Find Next Search Function:** To conduct a text search of the narratives in the detail reports, enter a word or partial word in the search box. This will find that word in any part of the narrative text.

Users can search narratives by entering any of the following in the empty box highlighted below:

- Full word
- Partial word (such as "weap" for weapons)
- Contiguous phrase (such as "Electrical Shock")

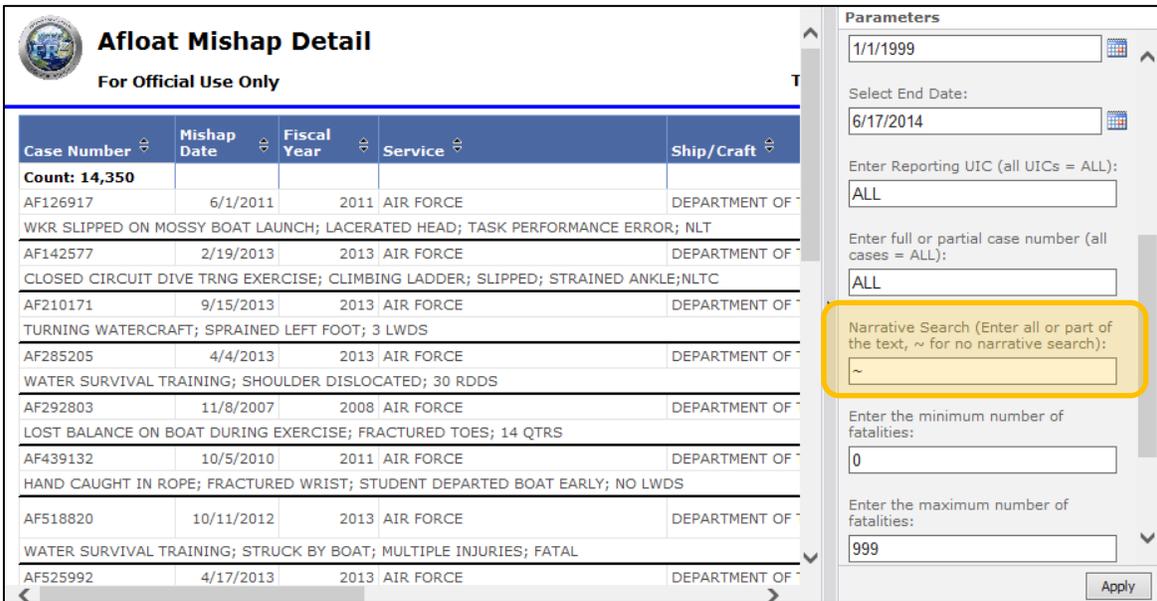
The example below shows one result of a search for "slip". If the user hits the "Find Next" button, FR2 will find the next existing narrative containing "slip" (e.g., slip, slips, slipped, slipping, slippery).

Case Number	Mishap Date	Fiscal Year	Service	Reporting Unit
Count: 12,720				
Electrical shock when plugging in electrical equipment.				
CN100250	2/1/2011	2011	NAVY	N21247
MANDATORY REPORT OF PERMANENT THRESHOLD SHIFT. FRTP PHASE ADVANCED				
CN100251	4/16/2011	2011	NAVY	N03365
E-5 Slips down ladder resulting in fractured right hand				
CN100306	3/31/2011	2011	NAVY	N22178

**Report Tip:** Entering a word after a space will limit your results to only those narratives that begin with the word or partial word. The search function will not support multi-word searches, such as electrical AND shock AND water AND plug.

**Parameters Text Search Function:** Another option to search the narrative text is to use the parameters text search function. If the word "slip" is entered in the box highlighted below, FR2

generates a report with all cases containing the exact word, rather than providing results one by one as the “Find Next” function does.



**Afloat Mishap Detail**  
For Official Use Only

Case Number	Mishap Date	Fiscal Year	Service	Ship/Craft
<b>Count: 14,350</b>				
AF126917	6/1/2011	2011	AIR FORCE	DEPARTMENT OF
WKR SLIPPED ON MOSSY BOAT LAUNCH; LACERATED HEAD; TASK PERFORMANCE ERROR; NLT				
AF142577	2/19/2013	2013	AIR FORCE	DEPARTMENT OF
CLOSED CIRCUIT DIVE TRNG EXERCISE; CLIMBING LADDER; SLIPPED; STRAINED ANKLE;NLT				
AF210171	9/15/2013	2013	AIR FORCE	DEPARTMENT OF
TURNING WATERCRAFT; SPRAINED LEFT FOOT; 3 LWDS				
AF285205	4/4/2013	2013	AIR FORCE	DEPARTMENT OF
WATER SURVIVAL TRAINING; SHOULDER DISLOCATED; 30 RDDDS				
AF292803	11/8/2007	2008	AIR FORCE	DEPARTMENT OF
LOST BALANCE ON BOAT DURING EXERCISE; FRACTURED TOES; 14 QTRS				
AF439132	10/5/2010	2011	AIR FORCE	DEPARTMENT OF
HAND CAUGHT IN ROPE; FRACTURED WRIST; STUDENT DEPARTED BOAT EARLY; NO LWDS				
AF518820	10/11/2012	2013	AIR FORCE	DEPARTMENT OF
WATER SURVIVAL TRAINING; STRUCK BY BOAT; MULTIPLE INJURIES; FATAL				
AF525992	4/17/2013	2013	AIR FORCE	DEPARTMENT OF

**Parameters**

1/1/1999

Select End Date:  
6/17/2014

Enter Reporting UIC (all UICs = ALL):  
ALL

Enter full or partial case number (all cases = ALL):  
ALL

Narrative Search (Enter all or part of the text, ~ for no narrative search):  
~

Enter the minimum number of fatalities:  
0

Enter the maximum number of fatalities:  
999

Apply

## Downloading Reports

**Downloading Tip:** A variety of file formats, including Word, PDF, and Excel, are available for downloading data. Excel will allow you to expand and collapse data per the report column, just as you can in the report on the site. However, an Excel download will often provide data that is difficult to manipulate. If you want to create your own pivot tables, graphs, and/or charts, **it is recommended you first download data as a .csv file** and then open the file using Excel.

To export, go to the top left corner of any report and click the arrow to the right of “Actions”. Next, hover over “Export”, and a new menu that provides file format, including the preferred “CSV (comma delimited)”, will open.

Actions [Refresh] [Previous] [1 of 718] [Next] [Find Next] [100%]

Open with Report Builder  
Print  
Export

Report Detail

- XML file with report data
- CSV (comma delimited)
- PDF
- MHTML (web archive)
- Excel
- TIFF file
- Word

Case Number	Mishap Date			Ship/Craft
<b>Count: 14,350</b>				
AF126917	6/1/20			DEPARTMENT OF
WKR SLIPPED ON MOSSY BOAT PERFORMANCE ERROR; NLT				
AF142577	2/19/2013	2013	AIR FORCE	DEPARTMENT OF
CLOSED CIRCUIT DIVE TRNG EXERCISE; CLIMBING LADDER; SLIPPED; STRAINED ANKLE;NLTC				
AF210171	9/15/2013	2013	AIR FORCE	DEPARTMENT OF
TURNING WATERCRAFT; SPRAINED LEFT FOOT; 3 LWDS				
AF285205	4/4/2013	2013	AIR FORCE	DEPARTMENT OF
WATER SURVIVAL TRAINING; SHOULDER DISLOCATED; 30 RDDS				
AF292803	11/8/2007	2008	AIR FORCE	DEPARTMENT OF
LOST BALANCE ON BOAT DURING EXERCISE; FRACTURED TOES; 14 QTRS				
AF439132	10/5/2010	2011	AIR FORCE	DEPARTMENT OF
HAND CAUGHT IN ROPE; FRACTURED WRIST; STUDENT DEPARTED BOAT EARLY; NO LWDS				
AF518820	10/11/2012	2013	AIR FORCE	DEPARTMENT OF

## Information Assurance

It is mandatory for all DoD civilians, contractors, and subcontractors supporting FR2 to practice Information Assurance (IA) procedures and maintain IA training in accordance with DoD instruction and policies. They are also required to uphold protection and privacy practices associated with sensitive data. Published instructions and guidance that pertain to FR2 can be found in, but is not limited to, the following documents:

- (1) Office of Management and Budget, Circular No. A-130, Management of Federal Information Resources, July 2, 1993 with revisions.*
- (2) DoD 5400.7-R, Freedom of Information Act of National Security Systems, and Information Technology Systems, September 1998.*
- (3) DoD 5400.11-R, Department of Defense Privacy Program, May 14, 2007.*
- (4) DoD Directive 1000.25, DoD Personnel Identity Protection Program, 19 July 2004.*
- (5) DoD Directive 8500.1, Information Assurance (IA), 24 October 2002.*
- (6) DoD Instruction 8500.2, Information Assurance (IA) Implementation, 6 February 2003.*
- (7) Section 552a of Title 5, United States Code, Privacy Act of 1974.*

## Privacy

All DoD civilians, contractors, and subcontractors supporting FR2 follow the laws established under the Privacy Act of 1974 and the Health Insurance Portability and Accountability Act of 1996 explained in further detail below.

### The Privacy Act of 1974

*"The Privacy Act of 1974, 5 U.S.C. 552a, prohibits disclosures of records contained in a system of records maintained by a federal agency (or its contractors) without written permission or consent of the individual to whom the record pertains. This general rule is subject to various statutory exceptions. In addition to the disclosures explicitly permitted in the statute, the Privacy Act. This general rule is subject permits agencies to disclose information for other purposes compatible with the purpose for which the information was collected by identifying the disclosure as a "routine use" and publishing notice of it in the Federal Register. The Act applies to all federal agencies and certain federal contract who operate Privacy Act systems of records on behalf of federal agencies. Some federal agencies and contractors of federal agencies that are covered entities under the privacy rules are subject to the Privacy Act. These entities must comply with all applicable federal statute and regulations."*

### Health Insurance Portability and Accountability Act (HIPAA) of 1996

The HIPAA Privacy Rule provides federal protections for personally identifiable information (PII) held by covered entities and gives patients an array of rights with respect to that information. At the same time, the Privacy Rule is balanced so that it permits the disclosure of PII needed for patient care and other important purposes. We ensure the following steps are followed to protect the privacy of both military and civilian DoD personnel in FR2:

- All HIPAA/PII data is encrypted on the “FR2 HIPAA Server” and the “HIPAA network” is monitored for attacks
- No HIPAA/PII data comes off of the HIPAA Server
- The only network access to the HIPAA server is from specific workstations in a single room with controlled access
- Server logins follow DoD standards
- HIPAA server is physically in a locked rack in a server room that requires 2-factor authentication (PIN + biometric) plus key
- Server room entries/exits are monitored
- Security guards at building entrance

## Frequently Asked Questions (FAQs)

The **FAQ** tab contains information documented in this user guide, a downloadable user guide, and a link to register for an FR2 account.

### General Questions

#### *What does FR2 stand for?*

FR2 stands for Force Risk Reduction.

#### *What is FR2?*

FR2 is a central location for the DoD to review, evaluate, and monitor high risk areas such as accident-related fatalities and injuries, suicides, and in the future positive drug-test results; a web-based SharePoint application to track progress towards the proposed accident reduction goals; and a dashboard for commanders and safety officers to target risks, losses, costs, and assist them in providing information to leadership and to help maximize Force readiness.

#### *What data does FR2 provide?*

FR2 provides data for Military Injuries, Civilian Lost Time, Workers' Compensation Claims, Casualty Notifications, Air Evacuations, Population (including Active, Reserve, Guard, Civilian Strength, Guard and Reserve FTEs, Cadets), Deployments, Costs, and Service Fatalities and Mishaps. FR2 mishap data are based on the data elements that are defined in the Minimum Data Requirements (also known as the Minimum Data Elements) which have been standardized for reporting.

*Who is responsible for FR2?*

The Office of the Under Secretary of Defense Personnel and Readiness (OUSD (P&R)), Operational Readiness and Safety (OR&S) sponsors FR2.

*How do I report a problem or get help with FR2?*

Problems can be reported by sending an email to [FR2.Support@camber.com](mailto:FR2.Support@camber.com) or by calling the help line at 703-465-4607 between 8am and 5pm (Eastern Time) on government workdays.

*I have a suggestion for an improvement to the system. How do I submit my suggestion?*

Suggestions can be sent via email to [FR2.Support@camber.com](mailto:FR2.Support@camber.com).

**Getting Access and Initial Use**

*What is needed to receive a FR2 account?*

We would ask that you attend a FR2 Orientation session in-person, DCO, or through a PowerPoint training briefing. If you are interested in attending one of these sessions, please e-mail the FR2 data manager, Laura Macaluso, at [laura.a.macaluso.civ@mail.mil](mailto:laura.a.macaluso.civ@mail.mil).

You can apply for an account by sending an email with your name and government e-mail address to [FR2.Support@camber.com](mailto:FR2.Support@camber.com).

*I have created / requested an account. Now what?*

Your account request will be reviewed. Then, if it meets all requirements, you will receive an e-mail notification of its activation.

*Who is allowed to have an account?*

Any approved user in the readiness and safety community with a government Civilian Access Card (CAC) and a .mil e-mail address.

*Are "Local Nationals" of host foreign countries working for Department of Defense Agencies allowed to have an account on FR2?*

The U.S. Government sponsor must verify the need for access and submit a letter for approval prior to access.

*What browser should I use?*

FR2 has been tested on Internet Explorer version 6.0, 7.0, 8.0, 9.0, and 10.0, as well as Mozilla Firefox 2.x.

*Why is my account inactive?*

As required for DoD systems, an account is inactivated when not used for 30 days. To get an inactive account reset, e-mail [FR2.Support@camber.com](mailto:FR2.Support@camber.com).

*What are security requirements for creating an initial password?*

Your password must contain:

- At least nine characters
- One upper case letter
- One lower case letter
- One special character
- One numeral
- Cannot contain your username
- Cannot contain the word "password"

*I am new to FR2. Where can I find an introduction and run-down of the system functions?*

The FR2 orientation session should get you started. A FR2 user guide is available under the Resources section on the main menu of the home page.

**What information is available?**

*Where does the data for the reports originate?*

Department of Defense Service Safety Centers, Defense Manpower Data Center (DMDC), Defense Finance Accounting System (DFAS), TRICARE Management Activity (TMA), TRANSCOM Regulating and Command & Control Evacuation System (TRAC2ES), and Defense Civilian Personnel Advisory Services (DCPAS).

*What types of dashboards and reports are available?*

- *Civilian Lost Days (Counts and Rates)*

- *Civilian Lost Day Totals (Counts and Rates)*
- *EDI Workers' Compensation Claims*
- *Dashboard Views of Lost Time Data by Service, Installation, Major Organization, Unit, Occupation*
- *Military Medical Treatment Case Rates (Lost Time Injuries) - Injuries resulting in hospitalization or quartered disposition*
- *Military Medical Treatment Case Rates (All Injuries)*
- *Military Medical Treatment Lost Day Rates (Hospitalized Days and Quartered Dispositions)*
- *Military Medical Treatment Duty Limitation Case Rates*
- *Dashboard Views of Military Medical Treatment Injury data by Service and Installation*
- *Defense Casualty Information Processing System (DCIPS) Detail*
- *Total Accidental Fatalities by Category and Subcategory*
- *Class A Aviation Mishap Counts/Rates (Flight, Flight-Related, & Ground) - Rotary and Fixed Wing*
- *Class A Aviation Flight-Only Mishap Counts/Rates - Rotary Wing & Fixed Wing*
- *Aviation Fatalities*
- *Destroyed Aircraft*
- *Afloat, Aviation, Ground, and Weapons Mishap Detail Reports*
- *PMV Fatalities Counts/Rates (Motorcycle and Four Wheel)*
- *Critical Days of Summer*
- *Fiscal Year to Date Accidental Fatality Summary*
- *DoD Population Dashboard*
- *Population Strength (Active, Reserve, Guard, Cadet, Civilian)*
- *Population FTE (Full Time Equivalent)*
- *Drug Demand Reduction Program (DDRP) Reports*
- *Strategic Dashboard by Service*

#### *How current is the data?*

Our goal is to update FR2 monthly. A detailed report is available which displays the latest loads by data source. To access this report please go to the Strategic Dashboard by Service “Data Overview” tab:

<https://fr2.safety.army.mil/Reports/FR2Dashboards/DASHBOARD%20-%20Strategic%20Dashboard/Current%20Overview.aspx>

#### *Are National Guard personnel included in FR2 data reports?*

FR2 contains reports from data for not only Title 32 National Guard, but also for Title 10 federal active and Title 10 federal Reserve components.

*What civilians are included in the civilian lost time reports?*

Civilian lost time reports contain information pertaining to appropriated funded civilians only. Contractors and non-appropriated civilians are not included.

*Can I retrieve reports down to an individual?*

No. The reports are summary level that complies with Health Insurance Portability and Accountability Act (HIPAA) and privacy act restrictions.

### **General Data Questions**

*How often are the data received (and entered into FR2) from the original sources?*

- DFAS Pay Data is received and loaded bi-weekly
- DMDC Personnel Data is received and loaded monthly
- CPMS Workers Compensation Claim Data (SaFER) is received and loaded monthly
- Service Safety Center Data (Army, Navy, and Air Force) is received and loaded monthly
- TRICARE Military Injury Data is received and loaded monthly

*How do I download the data into a spreadsheet or other tool?*

You can export data to Microsoft Excel by clicking on the “Additional Actions” button at the top of the report and selecting “Export.” It is best to export the reports via CSV and use Excel to view the information.

**Recommendation:** Limit the number of FYs chosen to no more than 3 when exporting to any format other than CSV when working with detail reports. If the page count is close to 2,000, exporting to any format (other than CSV or XML) will possibly fail.

*How do I filter reports?*

Most reports have filters available for each field. You may utilize these filters by selecting/deselecting attributes in the parameters section on the right side of each report. An arrow between the report and parameters is visible to expand/collapse the parameters information.

*Is there a way to search for location (country, i.e., Afghanistan and Iraq) and Regional Command within Afghanistan (i.e., RC South, Southwest, East) within reports?*

Incident Country is currently a field in the Defense Casualty Information Processing System (DCIPS) Detail Report found on the FR2 Analysis Page. All dashboard reports that allow a user to filter by installation will also indicate the country assigned (which may also be where the incident occurred). This data is currently available for both Civilian Injuries and Military Injuries; there will soon be a Mishap Dashboard as well. The FR2 team will continue to work with the data sources to provide as much information as possible for the mishap location.

*What about "near misses" in the data? Would the new FR2 tool provide root causes and trend analysis? Is it currently possible in FR2 to manipulate "filters" in order to focus on the "prevention" plan, program, initiatives, and mitigation practices?*

FR2 does not provide "near miss" data. Instead, the system gathers information from a variety of data sources (ex: Service Safety Centers, TRICARE, DCIPS) which shows a more comprehensive view of military injuries and fatalities across the Department of Defense. FR2 narratives do allow the user to filter by key word searches, as well as extract and analyze data to determine root causes. FR2 does not currently include any documented prevention plans.

*Does FR2 provide an option for Calendar Year (CY) or only Fiscal Year (FY)?*

The Civilian Lost Time Dashboard contains a Tab that will display Reports by Calendar Year. FR2 does not currently provide CY as a capability for other Dashboards, but this has been noted as a future enhancement. In the meantime, the user can export data to a CSV file and create a CY column from the mishap date for individual analysis.

*Are the column headings the same across the Joint Services?*

Yes, if a user is searching for data in CLT, MI, or Mishap Installation Dashboard or within a Report, the columns will be the same for the individual service installations as well as for joint installations.

*Is there any thought of using "as of dates" to show how complete a particular dataset is at the current moment?*

The through dates for all data sources are available via the "Data Range" link at the top of the What's New page.

*How can a user track filters they have selected as they drill down in dashboards?*

When drilling down, there is no process to automatically track applied filters (aka your drill path). Instead of drilling down, the “decomposition tree” tool within a dashboard is the best method available that permits you to track the drill path.

*What does the parent name NORPHAN mean in the database?*

It is a generic location where all unnamed UICs are placed until the database is updated with the correct information (i.e.: short-name and long-name).

### **Civilian Injuries**

*Under Civilian Lost Time, (DMDC) Civilian Lost Time Definitions, what is the formula used to calculate the Total Lost Day Rates?*

#### **Incident Rate:**

$(COP + Retro\_COP + LWOP) * 200,000 / Reg\_Hours$

200,000 labor hours is the Occupational Safety and Health Act (OSHA) standard which equates to 100 employees who work 40 hours per week, and who work 50 weeks a year.

#### **Lost Day Rate:**

$(COP\ days + Retro\_COP\ days + LWOP\ days) * 200,000 / \text{prorated hours}$

200,000 labor hours is the Occupational Safety and Health Act (OSHA) standard which equates to 100 employees who work 40 hours per week, and who work 50 weeks a year.

*How does Office of Workers' Compensation Programs (OWCP) compute the number of Continuation of Pay (COP) Days used?*

*SOURCE:* <http://www.dol.gov/owcp/dfec/regs/compliance/feca550q.htm>

COP is payable for a maximum of 45 calendar days, and every day used is counted toward this maximum. The following rules apply:

- a. Time lost on the day or shift of the injury does not count toward COP. (Instead, the agency must keep the employee in a pay status for that period);
- b. The first COP day is the first day disability begins following the date of injury (providing it is within the 45 days following the date of injury), except where the injury occurs before the beginning of the work day or shift, in which case the date of injury is charged to COP;

- c. Any part of a day or shift (except for the day of the injury) counts as a full day toward the 45 calendar day total;
- d. Regular days off are included, if COP has been used on the regular work days immediately preceding or following the regular day(s) off, and medical evidence supports disability; and
- e. Leave used during a period when COP is otherwise payable is counted toward the 45-day COP maximum as if the employee had been in a COP status.
- f. For employees with part-time or intermittent schedules, all calendar days on which medical evidence indicates disability are counted as COP days, regardless of whether the employee was or would have been scheduled to work on those days. The rate at which COP is paid for these employees is calculated according to Sec. 10.216(b).

*What is the difference between short term and long term lost days?*

Continuation of Pay (COP) and RETRO-COP are short term lost days and Leave without Pay (LWOP) is long term lost days. COP represents leave associated with an injury or illness within 45 days and LWOP represents leave beyond 45 days.

*Can you drill down to a specific occupational group (e.g. health care) including occupational injuries and illnesses?*

FR2 users can study Civilian Lost Time by specific occupations (Nurse, Mechanical Engineering, Fireman, etc.) using the CLT Occupation Dashboard. Occupation codes are not yet aggregated to higher level groupings such as “health care, engineering, etc.” in FR2, but soon users will be able to multi-select occupations to study on this dashboard. Occupations can also be studied for specific Installations and Major Organizations through the Installation and Major Organization Dashboards. Again, these occupations are not grouped at this time. Civilian occupations available in FR2 are consistent with standards set by the U.S. Office of Personnel Management (OPM) and are provided by DMDC in civilian personnel files.

*Is there a way to filter by Major Organization, Installation, and UIC?*

Yes, FR2 data is drillable by all three categories. For civilian injuries, you can start at the Major Organization Dashboard, select a Major Organization, select FY 2015, review the Installation tab, right click on an installation in the Top 10 Installations section, select Drill Down To [duty

unit – UIC]. On the Military Injuries Major Organization Dashboard the drill through is the same.

*Will we be able to further drill-down, i.e., see within a command exactly which locations are having problems? What do you click to see specific locations within a Major Organization?*

Yes, once the user has chosen the Major Organization, moving to the Installation tab will provide location. If you want to further drill down, simply right click; one of the options is Drill Down To and you can pick UIC (amongst many other options).

*Are the top 10 installations on the reports listed according to current lost time or total time?*

The Top 10 Installation Reports list the installations according to total lost time.

*Will we still be able to access the Top 40 list?*

At this time, there are no FY13 or FY14 Top 40 lists and, therefore, they not available in FR2.

*Can a user filter out past injuries and just look at current injuries?*

On many bar charts, current and past injuries are displayed separately. In areas where this is not the case, the FR2 team will be modifying the reports to meet this need. In the meantime, right click on the pie chart that is showing ALL lost days or cases, select Drill Up, right click on the new pie chart that appears and select Drill Down to Lost Time Status – description.

*What is the definition for occupational illness / injury versus traumatic injury?*

An Occupational Illness or Injury is defined as an illness or injury that has developed over a period greater than one tour of official duty. Form CA-2 must be completed to report an occupational disease and should be filled out within 30 days of the date the individual realized the illness or injury was caused or aggravated by the employment. Traumatic Injuries include injuries that have occurred within one tour of regular duty. A CA-1 form must be completed to report a traumatic injury and should be filed within 30 days of the injury.

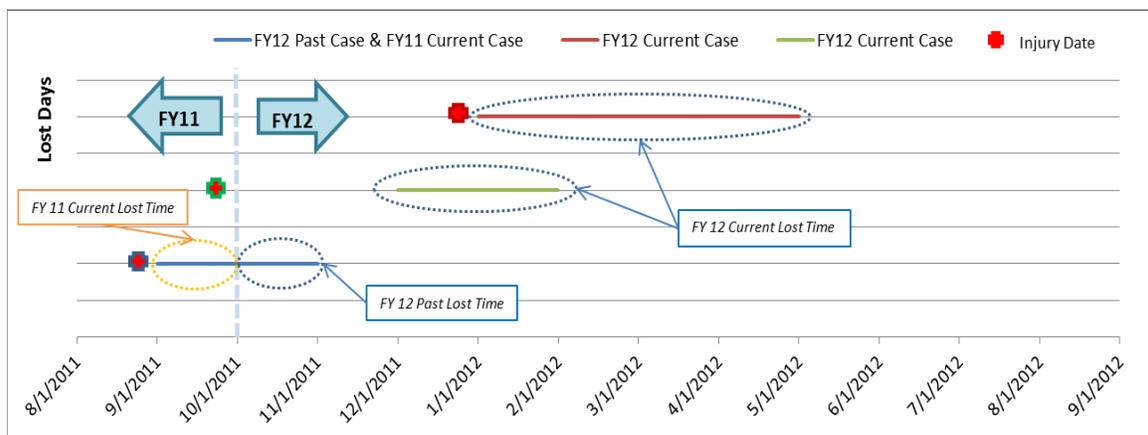
*What is the Navy's SaFER ID equivalent?*

Cases submitted by Navy personnel via SaFER will have a SaFER ID.

*For civilian data, is an injury that occurred in August 2012 considered FY12 or FY13? (For most purposes it would be FY12 for the Federal Fiscal Year, but in the FECA chargeback year it would be FY13).*

The FY is the year in which the lost time was taken (from civilian pay data). The FY is determined by when the person starts collecting lost time. So, injuries at the end of a fiscal year may not start collecting until the next year. In this instance the injury would be considered NEW in FY13. A person injured in early August FY12 should start collecting lost time in FY12, so it would be a FY12 case. The timing is based on the rule that a person's 1st Continuation of Pay (COP) day must be taken within 45 days of the injury date (since we are getting pay period level data and not day level, our rule uses 4 pay periods which is actually 56 days).

See diagram below for visual representation of Past versus Current cases:



## Mishaps

*What costs are included in the Total Mishap Costs?*

The “Total Cost” is the sum of all “Injury Costs” and all “Equipment Costs.”

*Are civilians reported in accidental mishaps?*

Yes, if there is a mishap involving military and civilian personnel (including DoD Civilian, Contractor, Foreign Military/National, or member of the public) the civilians will be included.

*Rather than doing a key word search for particular ground and aviation vehicles / platforms (HMMWV, MRAP, Stryker, rotary and fixed wings models), is there a way to query for each platform for mishaps separately, i.e., query directly for all HMMWV mishaps?*

Currently, the only option is for a user to add a keyword to the “Narrative Search” function on the right side of mishap detail reports. In the future, it may be possible to do a search in a GMV or Aviation Mishap Detail Report based on Object Type/Object Model, which would come from

the Service Safety Centers. The FR2 team will continue to work with the Services to determine if this field can be automated.

*What are all the unknowns found in mishap detail reports?*

Unknowns are sometimes due to an error in data loading and a screen refresh may eliminate the problem. The Air Force often has multiple objects associated with a case to include detailed engine components and other aircraft parts; FR2 does not currently map these multiple objects. FR2 analysts are also continually working to ensure data from the Service Safety Centers complies with DODI 6055.07, which provides guidance for DoD Mishap Reporting. If any unknown, Not in Dimension (NID), Not in Source (NIS), or Unspecified information remains by Category, Subcategory, Service, or Class, the FR2 analyst team will work with the data sources (Service Safety Centers, TRICARE, DMDC) to reduce and, eventually, eliminate these incomplete entries.

*Is there a way to link/associate mishap events with associated casualties' injury information?*

The FR2 team has completed off-line research in which mishap events were linked to casualty data, but this analysis is not currently available in FR2. The FR2 team will be glad to help with any specific requests for data linking to support your command/unit/installation.

*What is the difference between Ground Category vehicles and Motor Vehicle Category vehicles?*

Mishaps are only placed in the Motor Vehicle category when the event occurs while a person was intending to operate the vehicle.

Ex: Automobile falls off a lift and lands on a person = Ground Mishap

Ex: A driver backs an automobile over a person = Motor Vehicle Mishap

**Military Injury (MI)**

*What is the specific data source used for military injury data?*

All of the military injury data comes from the TRICARE injury-related ICD-9 codes (SIDR, SADR, CAPER, TED-I, TED-NI) and had been caseified.

*Within the Military Injuries Installation Dashboard, on the "Top Injuries" tab, can you choose broader categories? For example, can you just show LE, UE, spine, or head/neck?*

The data on location of injury categories is in this tab; categories may be easier to discern if the user changes the pie chart into a table (right-click slightly above the pie chart and select "Report Type", then select "Grid").

NOTE: Lower is short for Lower Extremity and Upper is short for Upper Extremity.

*Is it possible to choose an alternate comparison population in the Military Injury Dashboards? For example, compare Ft Jackson to the Army (instead of DoD)?*

In the FY Details tab in the Installation Dashboard, it is possible to compare an installation to the overall Army statistics. However, the proportions of the high-level diagnosis types are the same for all 4 services and hence for the DoD as a whole.

*How much of the Barell Matrix classification is available for analysis in the Military Injury Dashboards and Reports?*

All of the medical diagnoses (the ICD-9 codes) in FR2 are categorized using an extended version of the Barell Matrix.

*Can you drill down to a specific occupational group (e.g. health care) including occupational injuries and illnesses?*

FR2 users can drill down to specific occupations like "Nurses" in the Military Injuries Installation Dashboard. If a user wants to see a larger group that includes "nurses," "doctors," and "paramedics," there is no larger "health group" at this time; the user would have to multi-select them. Occupational illnesses are generally ICD-9 codes below 800.00 and can be easily filtered in the Military Injuries Dashboard.

*Are UIC data fairly complete for medical data?*

UICs are not provided in the military injury medical treatment data, only the Military Treatment Facility (MTF), so FR2 uses the person's duty unit in the personnel file to get their UIC for military injury data. Although this feature is not yet available, in the future FR2 users will be able to pull medical data by duty UIC.

## **Population**

*What is the data source for the Military FTE (denominator data) used to calculate rates?*

DMDC is the source for population data used to calculate military FTE, which includes Active Duty Strength, Active Guard Reserve (AGR) Strength, Cadets, and Reserve/Guard FTE.

*Does FR2 include Service-specific Reserve/Guard Installations? [ex: U.S. Army Reserve (USAR)]*

Yes.

*Why are some FR2 populations displaying decimal places?*

FR2 users may see decimal places when displaying Full Time Equivalent (FTE) for Civilians, Reserve, Guard, and Overall Military. FR2 uses Reserve and Civilian Pay files to equate hours worked and drill to a Full Time or Active Duty Person. For example: 1) 31 military training days in October is equal to 1 Active Duty Person in October, 2) 1000 hours worked in a year equates to .5 of a Full Time Civilian, and 3) a reservist activated for 20 days in a month is equal to .3 of an Active Duty person.

### **Privacy Information**

*Since Personally Identifiable Information (PII) cannot be displayed on FR2, how would it be possible to verify a person/case on FR2 against our local data?*

Users can compare CLT case and demographic information such as injury dates, location of injury, claim dates, injury cause, occupation, unit, and more with local records. If a match is still not possible, please contact the help desk and we will determine if additional information can be provided. Users can also compare military injury case and demographic information such as injury dates, location of injury, injury cause, occupation, unit, rank, and more with local records.

## Definitions

### Mishap Data

Refer to DODI 6055.07 in the FR2 Resources Tab.

### Population Data

FR2 is able to break down the Military and Civilian Population in the following ways using DMDC Personnel, Pay, and Contingency Tracking (Activations) files. Since DMDC files are provided monthly, populations are calculated monthly. These monthly populations can then be averaged to represent the yearly populations.

**Strength** – Strength is a count of distinct SSNs in DMDC Civilian, Active Duty, Reserve & Guard (including the subset called Active Duty Reserves (AGR) & Full Time Support (FTS)), and Cadet Personnel files.

**Full Time Equivalent (FTEs)** – FR2 uses Reserve and Civilian Pay files to equate hours worked to a Full Time or Active Duty Person. For example:

- 31 Training Days in October is equal to 1 Active Duty Person in October
- 2000 hours worked in a Year equates to 1 Full Time Civilian

**Active Duty Equivalent** – FR2 combines AD Strength, Cadet Strength, a portion of Reserve & Guard Strength (FTS & AGRs), and Reserve & Guard FTE in order to provide a total population that represents the number of people at risk for injury or mishap. FR2 uses this population as the denominator for Military Injury Rates and Mishap Rates.

**Active Duty Equivalent = Active Duty Strength + AGR & FTS Strength + Reserve and Guard FTE + Cadet Strength**

**Active Duty Strength** – [DMDC File(s) Used: Active Duty Personnel Files]

Active Duty Strength is the count of distinct Active Duty military personnel in the DMDC Active Duty Personnel File excluding non-strength personnel (i.e. POWs, deserters, etc.). (Activated Reserve are captured in the Reserve FTE in 2.3. Reserve does not move into the AD personnel file and therefore are not counted when counting people in that file.)

**Active Duty Strength = Number of unique SSNs in the DMDC Active Duty Personnel File.**

**Active Guard Reserve (AGR) Strength & Full Time Support (FTS)** – [DMDC File(s) Used: Reserve Personnel Files]

AGR/FTS personnel are Reserve and Guard Personnel that perform full-time Active Duty service relating to the training and administration of the Reserve Program. Therefore, each of these

personnel is considered one FTE. Reserve & Guard AGR/FTS are found in the Reserve Personnel File, not the Active Duty Personnel File.

***AGR Strength = Number of distinct SSN in the Reserve personnel file where the Reserve Category Group code indicates the person is an AGR/FTS (Category Group Code = 2).***

**Reserve and Guard Full Time Equivalent (FTE)** – [DMDC File(s) Used: Reserve & Guard Pay Files and Activations Files]

A Full Time Active Duty Person is assumed to work every day in a month. Therefore, in order to calculate the Reserve and Guard FTE for a given month, FR2 sums Reserve and Guard Drill Days, Active Duty Days, and Training Days and divides by the number of days in that month.

***Reserve and Guard FTE (Monthly) = (DRILL DAYS/2 + ACDUTRA + NV\_MC\_ACTIVATIONS) / Days in the month.***

Where:

- DRILL DAYS = Sum of all Drill Days from DMDC Reserve Pay Records. Each drill day equals ½ Full Duty Day.
- ACDUTRA = Sum of Training Days (for all services) and Activated Days (only for AF and Army; Navy and MC Activated Days are NOT included in this value)
- NV\_MC\_ACTIVATIONS = Navy and MC Activated Days due to a contingency using DMDC Activations Records (from contingency tracking system)

**Cadet Strength** – [DMDC File(s) Used: Cadet Personnel Files (in the future)]

Cadet Strength is a count of the total number of Cadets in the Army, Navy, and Air Force using the DMDC SIAD Active Duty Strength report. (Activated Reserve is captured in the Reserve FTE).

***Cadet Strength = Number of unique SSNs in the Cadet Personnel File***

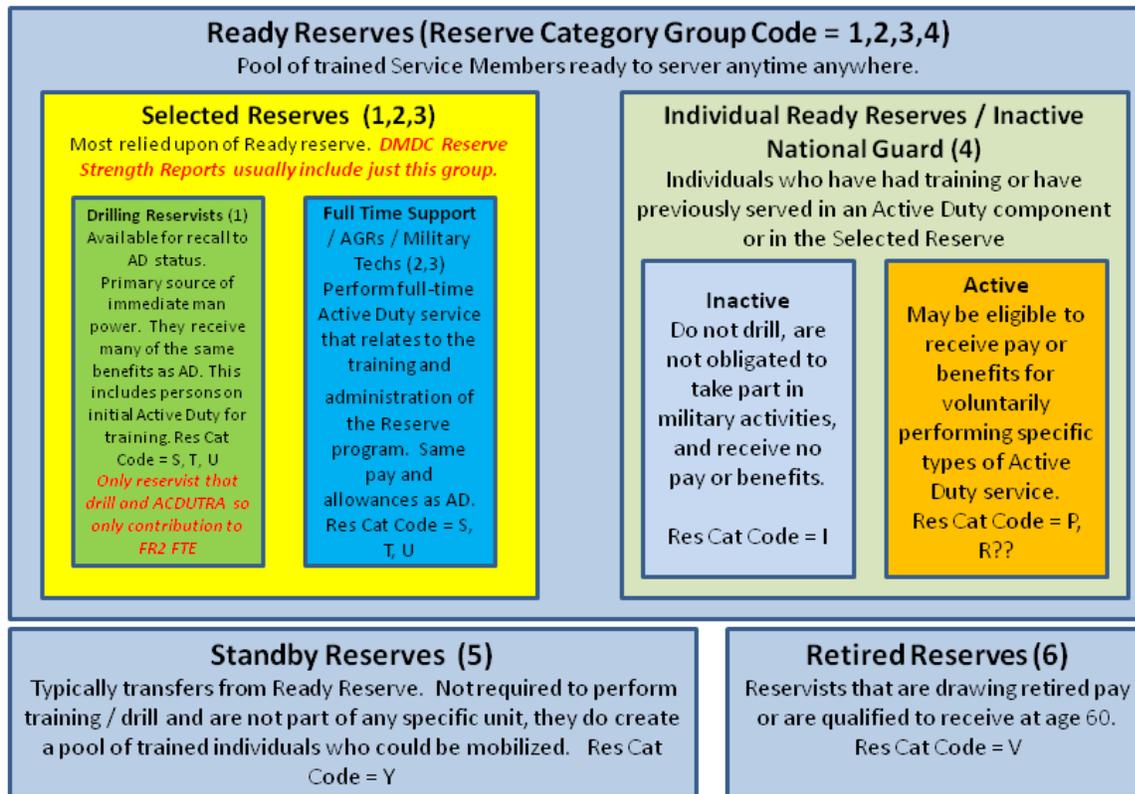
**Reserve and Guard Strength** – [DMDC File(s) Used: Reserve Personnel Files]

Reserve and Guard Strength includes the entire Ready Reserve and Standby Reserve. Retired Reserves are not considered Strength.

***Reserve and Guard Strength = number of distinct SSNs in the Reserve Personnel file where the Reserve Category Group Code equates to the Ready Reserve or Standby Reserve (1-5 below)***

Reserve Category Group Codes:

1. Ready Reserves (Selected) – Drilling Reservists
2. Ready Reserves (Selected) – AGRs
3. Ready Reserves (Selected) – Military Techs
4. Ready Reserves – Individual Ready Reserves / Inactive National Guard
5. Standby Reserves
6. Retired Reserves



#### Additional Reserve/Guard Definitions (DoDI 1235.09)

- **Ready Reserve** – The Ready Reserve consists of Reserve and Guard units and individual members, or both, liable for active duty as provided in sections 12301, 12302 and 12304 of title 10, United States Code. It consists of the Selected Reserve, the IRR, and the ING.
- **Inactive National Guard (ING)** – For the purpose of this Instruction, Inactive National Guard are personnel of the National Guard who are in an inactive status in the Ready Reserve, not in the Selected Reserve, and attached to a specific National Guard unit. They do not participate in training activities. On partial or full mobilization, but not a call-up pursuant to section 12304 of title 10, United States Code, they may be mobilized with their unit of assignment. (The Air National Guard does not have an ING program.)
- **Individual Ready Reserve (IRR)** – For the purpose of the Instruction, the Individual Ready Reserve is a manpower pool principally consisting of individuals who have had training and have previously served in the active forces or in the Selected Reserve. The IRR consists of obligors who must fulfill their MSO pursuant to section 651 of title 10, United States Code, and those who have fulfilled their MSO and who voluntarily remain in the IRR. IRR members are subject to involuntary active duty or training and fulfillment of mobilization requirements, pursuant to sections 12301(a), 12302, and, for those members designated under section 10144(b), 12304 of title 10, United States Code. The

IRR also includes some personnel who are participating in officer training programs or in the Armed Forces Health Professions Financial Assistance Programs.

- **Standby Reserve** – For the purpose of the Instruction, the Standby Reserve consists of units or members, or both, of the Reserve components, other than those in the Ready Reserve or the Retired Reserve, who are liable for active duty only as provided in section 12301 and 12306 of title 10, United States Code.
- **Standby Reserve (Active Status List)** – Members in the Standby Reserve who have either a remaining MSO, a temporary hardship, a key employee designation or other cogent reason as determined by the Secretary concerned, that prevents participation in training on a regular basis.
- **Standby Reserve (Inactive Status List)** – Members in the Standby Reserve who are not required to remain a Ready Reservist and who cannot participate in prescribed training, fail to meet the standards prescribed in sections 12641 and 12642 of title 10, United States Code or volunteer in accordance with section 12735 of title 10, United States Code.
- **Military Service Obligation (MSO)** – The total required service, as prescribed by section 651 of title 10, United States Code, that each person who becomes a member of an Armed Force shall serve in an Armed Force unless discharged under regulations prescribed by the Secretary of Defense and the Secretary concerned.

**Civilian Strength** – [DMDC File(s) Used: Civilian Personnel Files]

Civilian Strength is the count of personnel in the DMDC Civilian Personnel File. Individuals are not included in the Civilian Strength if they also served as Active Duty or are Reserve/Guard Personnel in the same month.

***Civilian Strength = The number of distinct SSN in the monthly DMDC Civilian Personnel File, even if that person is also a reservist and therefore found in the Reserve Personnel file.***

**Civilian FTE** – [DMDC File(s) Used: Civilian Pay Files]

***Civilian FTE = Prorated Hours to Date / Standard Number of hours that one full time person would work*** (76.9 hours per pay period which equates to 2000 hours per year).

## Calculations

### Active Duty Strength Calculation

Count of all SSNs in the DMDC Active Duty Personnel Records where Strength Accounting Code starts with "A". Reminder: Some data obtained from DMDC does not contain this field.

Active Duty Strength = Count of all SSNs in the DMDC Active Duty Personnel Records

### Reserve & Guard Strength Calculation

Authoritative Source: IDS – Summary Strength Report (A1 Report):

<https://pki.dmdc.osd.mil/appj/ids/reportloadingaction.do?module=12&report=1>

On this report, select the Total Ready and Total Standby Reserve numbers. The Sum of these should be the Total Strength.

- Total Ready Reserve = Selected Reserve (including Active/Guard Reserve (AGR) and Military Technicians (MILTECH)) + Individual Ready Reserve (IRR) and Inactive National Guard (ING) (i.e. Reserve Category Group Codes 1-4)
- Total Standby Reserve = Standby Reserve Active + Standby Reserve Inactive (i.e. Reserve Category Group Code 5)
  - Reserve Category Group Codes
    1. Selected Reserve (not including AGR or MILTECH)
    2. Active/Guard Reserve (AGR)
    3. Military Technicians (MILTECH)
    4. Individual Ready Reserve (IRR) / Inactive National Guard(ING)
    5. Standby Reserve (Active and Inactive)
    6. Retired Reserve

Reserve and Guard Strength should be calculated in DSES using DMDC personnel files. DSES needs to identify the Total Ready Reserve and Total Standby Reserve.

### Reserve & Guard FTE Calculation

Monthly: **Reserve and Guard FTE** =  $(A/2 + B/2 + C) / \#Days \text{ in the month} + D$

- **A** = Sum of All Regular Reporting Drill Days from DMDC Reserve Pay Records
- **B** = Sum of All Other Drill Days from DMDC Reserve Pay Records
- **C** = Sum of All services Training Days and Days that the AF and Army are activated from the DMDC Reserve Pay Records
- **D** = Navy and MC Activated Days from DMDC Activations Records (from contingency tracking system)

Yearly: Take the average of the Monthly totals.

### PMV Rate and Military Injury Denominators

Denominator/Population = Average of **Monthly Populations** to date in the Fiscal Year

**Monthly Population** = Active Duty Strength + Cadet Strength + Reserve and Guard Full Time Equivalent (FTE)

## **Acronyms**

AF – AIR FORCE

AGR – ACTIVE GUARD RESERVE

CAC – CIVILIAN ACCESS CARD

CLT – CIVILIAN LOST TIME

COP – CONTINUATION OF PAY

CPMS – CIVILIAN PERSONNEL MANAGEMENT SYSTEM

CY – CALENDAR YEAR

DDRP – DRUG DEMAND REDUCTION PROGRAM

DOD – DEPARTMENT OF DEFENSE

DODI – DEPARTMENT OF DEFENSE INSTRUCTION

DFAS – DEFENSE FINANCE ACCOUNTING SYSTEM

DMDC – DEFENSE MANPOWER DATA CENTER

DSES – DIRECTORY SERVICES AND EMAIL SYSTEM

DSOC – DEFENSE SAFETY OVERSIGHT COUNCIL

FOUO – FOR OFFICIAL USE ONLY

FR2 – FORCE RISK REDUCTION

FTE – FULL TIME EQUIVALENT

FTS – FULL TIME SUPPORT

FY – FISCAL YEAR

HIPPA – HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT

HMMWV – HIGH-MOBILITY MULTIPURPOSE WHEELED VEHICLE

IA – INFORMATION ASSURANCE

IA – INFORMATION ASSURANCE

ING – INACTIVE NATIONAL GUARD

IRR – INDIVIDUAL READY RESERVE

LWOP – LEAVE WITHOUT PAY

MC – MARINE CORPS

MI – MILITARY INJURY

MILTECH – MILITARY TECHNICIANS

MRAP – MINE RESISTANT AMBUSH PROTECTED

MSO – MILITARY SERVICE OBLIGATION

MTF – MILITARY TREATMENT FACILITY

NID – NOT IN DIMENSION

NIS – NOT IN SOURCE

NSI – NON-SERIOUS INJURIES

OR&S – OPERATIONAL READINESS AND SAFETY

OSD – OFFICE OF THE SECRETARY OF DEFENSE

OSHA – OCCUPATIONAL SAFETY AND HEALTH ACT

OUSD – OFFICE OF THE UNDER SECRETARY OF DEFENSE

OWCP – OFFICE OF WORKERS' COMPENSATION PROGRAMS

P&R – PERSONNEL AND READINESS

PII – PERSONALLY IDENTIFIABLE INFORMATION

PMV – PRIVATE MOTOR VEHICLE

SI – SERIOUS INJURIES

SSN – SOCIAL SECURITY NUMBER

TRAC<sup>2</sup>ES – TRANSCOM REGULATING AND COMMAND & CONTROL EVACUATION SYSTEM

TRANSCOM – TRANSPORTATION COMMAND

TMA – TRICARE MANAGEMENT ACTIVITY

UNCLASS – UNCLASSIFIED

USAR – U.S. ARMY RESERVE

VPP – VOLUNTARY PROTECTION PROGRAM

VSI – VERY SERIOUS INJURIES

## Dashboard Examples:

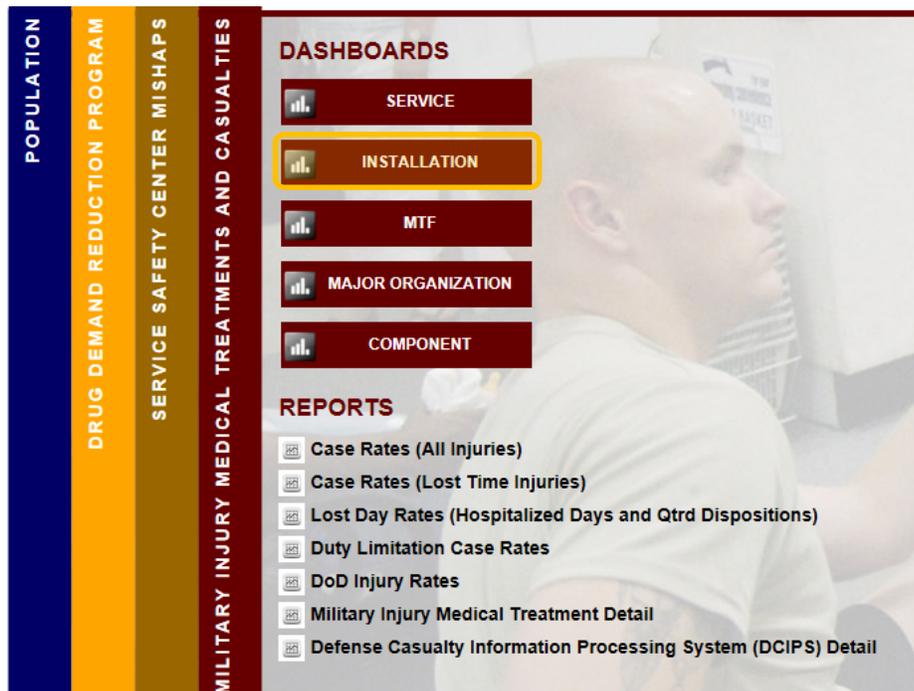
### Dashboard Example 1: Military Injuries Installation Dashboard

#### Background

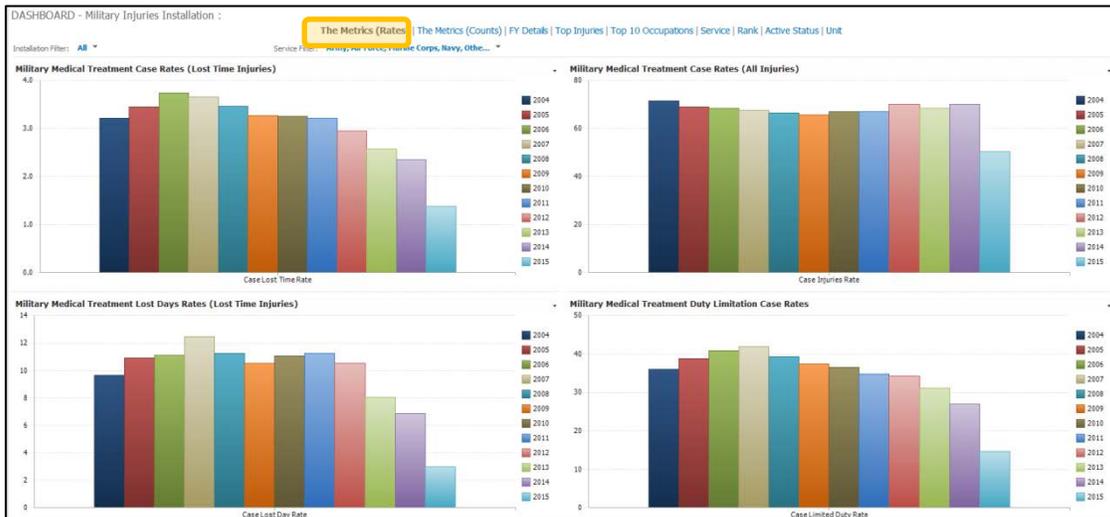
- The Military Medical Treatment data comes from TRICARE Management Activity (TMA). FR2 receives inpatient and ambulatory claims from both military treatment facilities and private medical facilities.
- Claims are combined into encounters (overlapping visits), and encounters into cases, based on the Barell Matrix's ICD-9 code-based injury type and body region groupings.
- Case counts are determined by estimated recovery times, which are either 6 months (for most > 800 ICD-9 code injuries) or infinite (for < 800 "chronic" injuries requiring many follow-up visits over a long period of time, from which one never truly recovers).
- The Military Medical Treatment metrics provide a quantifiable view of the injuries for a Service, Installation, and/or organization.

#### Walkthrough

- Choose the Military Injuries Installation Dashboard



It will take you directly to **The Metrics (Rates)** tab.

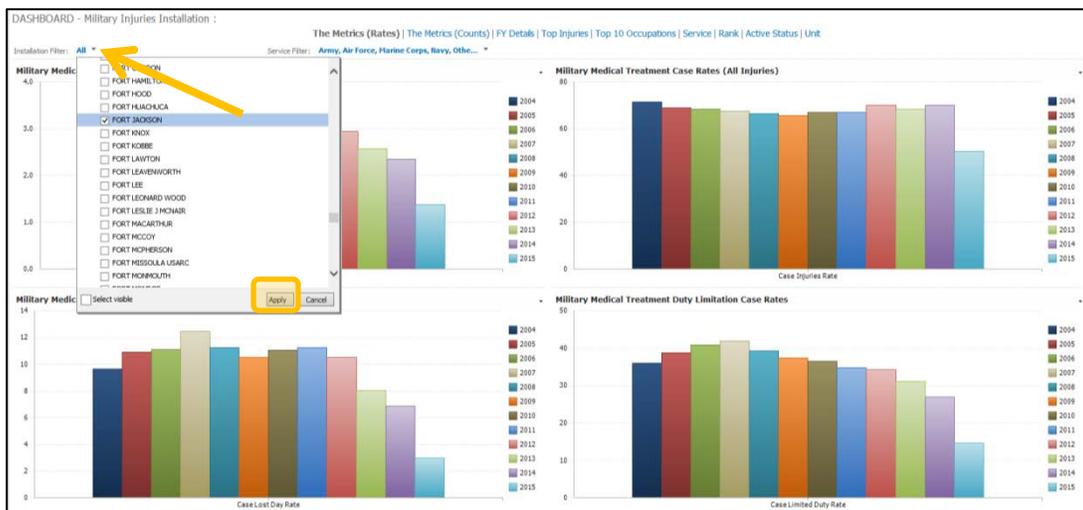


This Dashboard displays:

- 1) Military Medical Treatment Case Rates (Lost Time Injuries)
- 2) Military Medical Treatment Lost Days Rates (Lost Time Injuries)
- 3) Military Medical Treatment Case Rates (All Injuries)
- 4) Military Medical Treatment Duty Limitation Case Rates

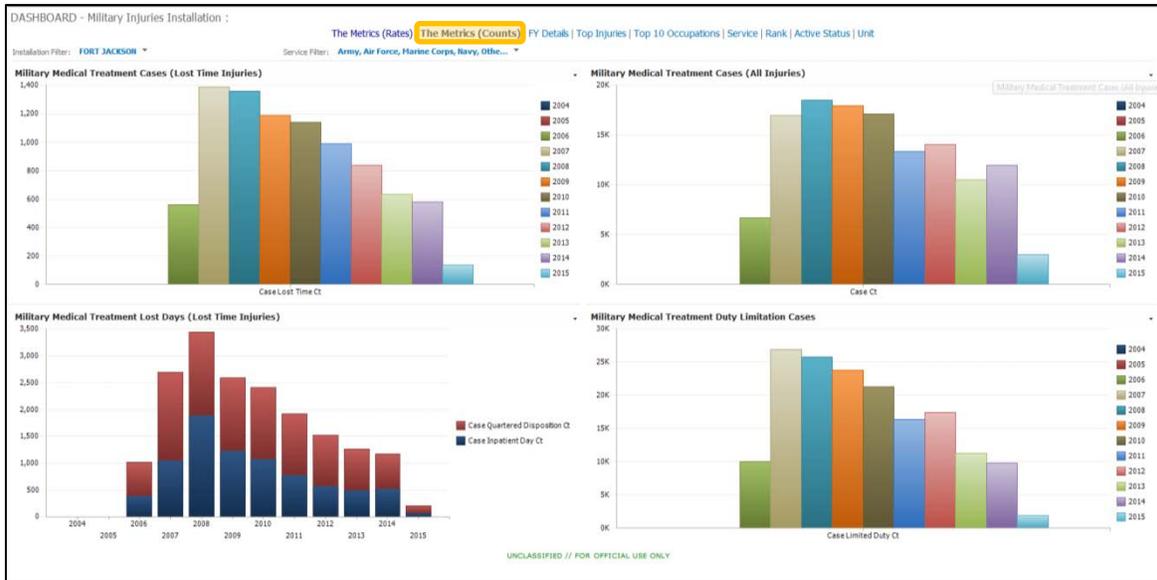
**NOTE:** Rates for the four main Military Injury metrics on the dashboard are based on **ALL** data populated: Army, Navy, Marine Corps, Air Force, All Organizations, Office of the Secretary of Defense, Not in Dimension (NID), Not in Source (NIS), Other, and Unknown. DoD Military Injury rates in the DSOC Metrics **ONLY** represent Services: Army, Navy, Marine Corps, and Air Force.

- Change the Installation Filter to “Fort Jackson” by using the drop down arrow.



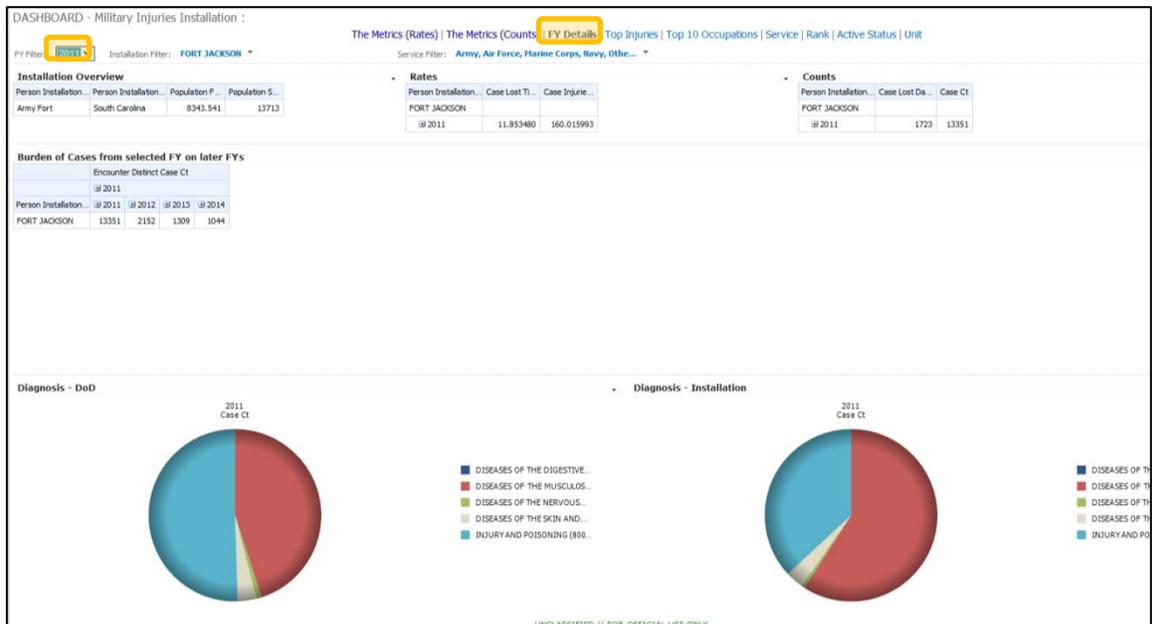
- Review the information on the screen and note the rates change with installation.

**Go to The Metrics (Counts) tab.**



- Note that these reports are showing the count of cases.
- The Lost Days graph (bottom left) is a count of days.
  - The stacked bar chart contains “inpatient days” (blue) and quartered dispositions (red).

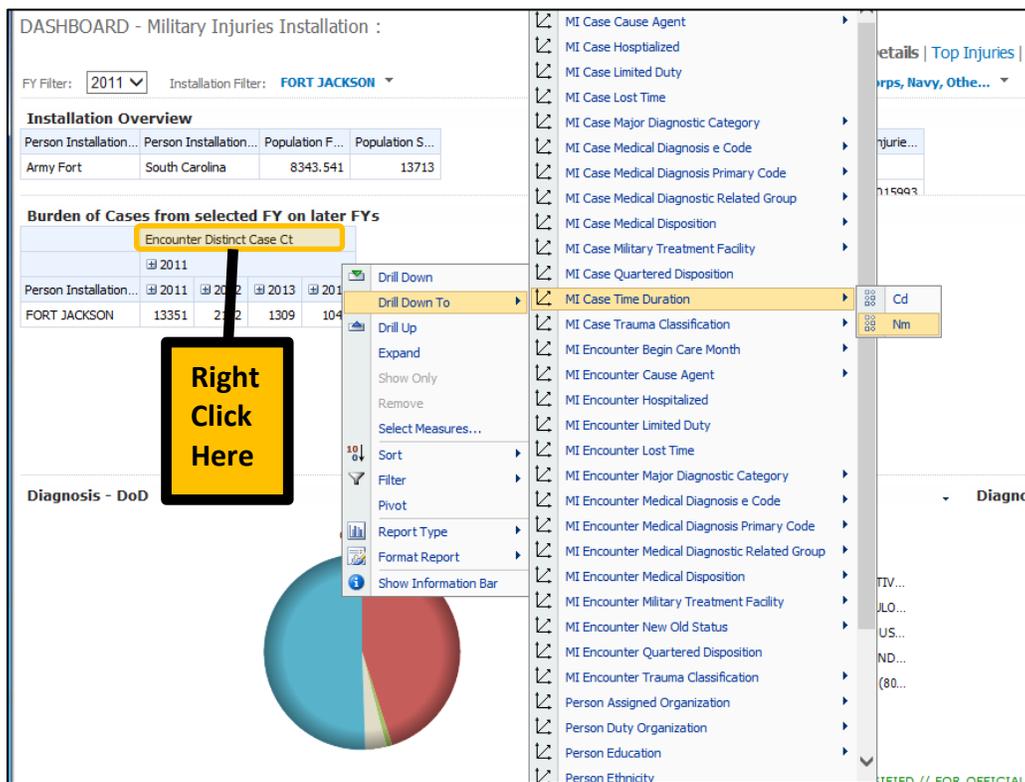
**Go to the FY Details tab.**



- Change the FY Filter to 2011.
  - Note the general information about the selected installation across the top of this page (Installation Overview, Rates, Counts).
  - The two charts at the bottom of the page help compare the DOD ICD-9 diagnosis groupings to Fort Jackson’s diagnosis groupings. (The ICD-9 grouping is the ICD-9 hierarchy, and should not to be confused with the Barell Matrix, which is a location and type of injury hierarchy.)

To answer the question, “What kind of injuries last longest?”:

- Right click on the second row of the table “Burden of Cases from selected FY on later FYs”
- Select “Drill Down To”, select “MI Case Time Duration”, select “Nm” (Name)



- Since we are interested in the most persistent injuries, right click in the “2014” box under “> 2 years,” as shown below.
- Select “Drill Down To,” select “MI Encounter Major Diagnostic Category,” select

“Description.”

DASHBOARD - Military Injuries Installation :

FY Filter: 2011 Installation Filter: FORT JACKSON

**Installation Overview**

Person Installation...	Person Installation...	Population F...	Population S...
Army Fort	South Carolina	8343.541	13713

**Burden of Cases from selected FY on later FYs**

Person Installation...	Encounter Distinct Case Ct			
	> 2 years	0 - 30 days	1 - 2 years	
FORT JACKSON	1635	676	914	1044

Diagnosis - DoD

Right Click Here

DASHBOARD - Military Injuries Installation :

The Metrics (Rates) | The Metrics (Counts) | FY Details | Top Injuries | Top 10 Occupations |

FY Filter: 2011 Installation Filter: FORT JACKSON Service Filter: Army, Air Force, Marine Corps, Navy, Othe...

**Installation Overview**

Person Installation...	Person Installation...	Population F...	Population S...
Army Fort	South Carolina	8343.541	13713

**Rates**

Person Installation...	Case Lost Ti...	Case Injuri...
FORT JACKSON		
2011	11,853,480	160,015,993

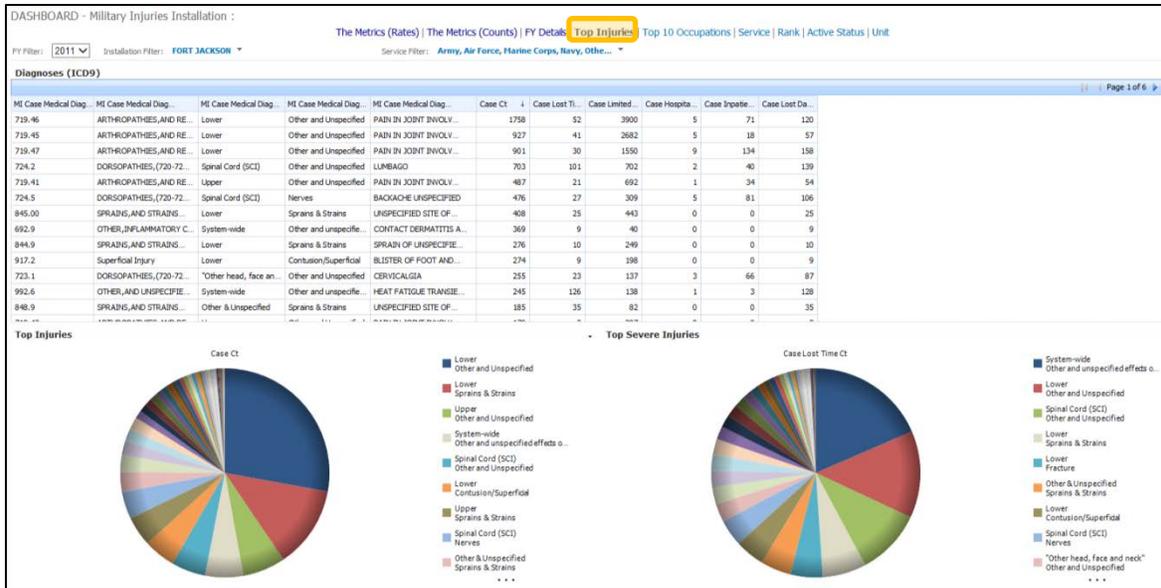
**Burden of Cases from selected FY on later FYs**

Person Installation...	Encounter Distinct Case Ct									
	> 2 years	Circulatory...	Ear, Nose, M...	Endocrine, N...	Factors Inf...	Injuries, Po...	Mental Dise...	Musculoskele...	Nervous Syst...	NOT IN SOURCE
FORT JACKSON	1	1	1	29	2	2	101	8	1	16

- From this table, it is clear that injuries lasting over 2 years were overwhelmingly Musculoskeletal System and Connective Tissue injuries.

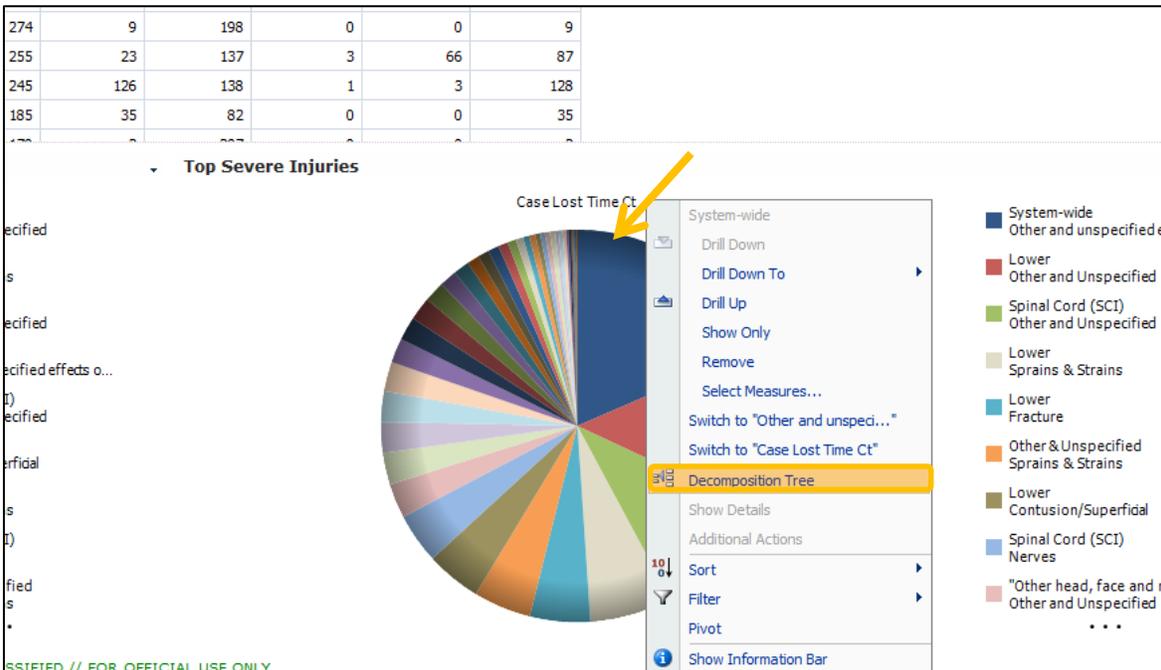
**Go to the Top Injuries tab.**

- This tab shows the injuries pie chart on the left and the severe injuries on the right.

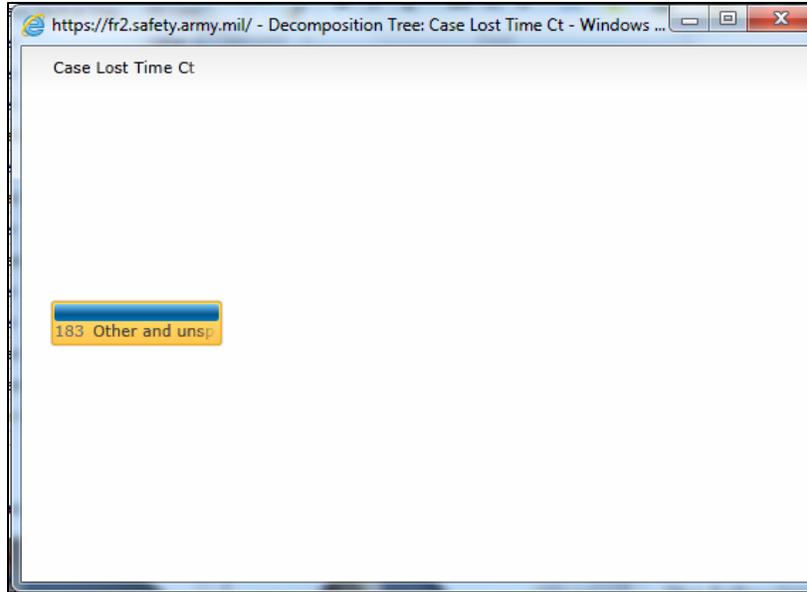


**NOTE:** Full Injury name populates when the user hovers over a pie slice.

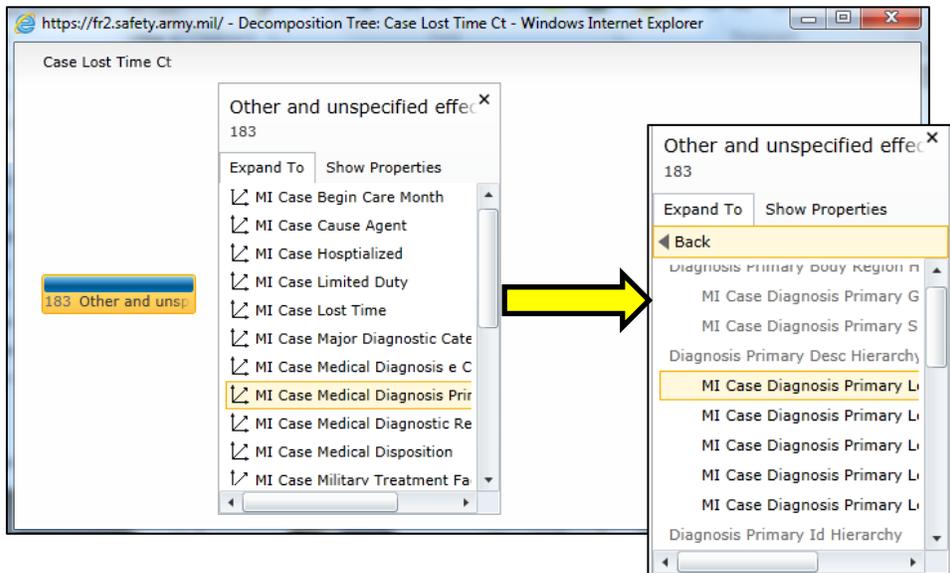
- Note that “System-wide, Other and Unspecified effects of external cause” is the top severe injury.
- Right click on this slice of the pie and select “Decomposition Tree.”



The following will appear in a separate pop-up window:

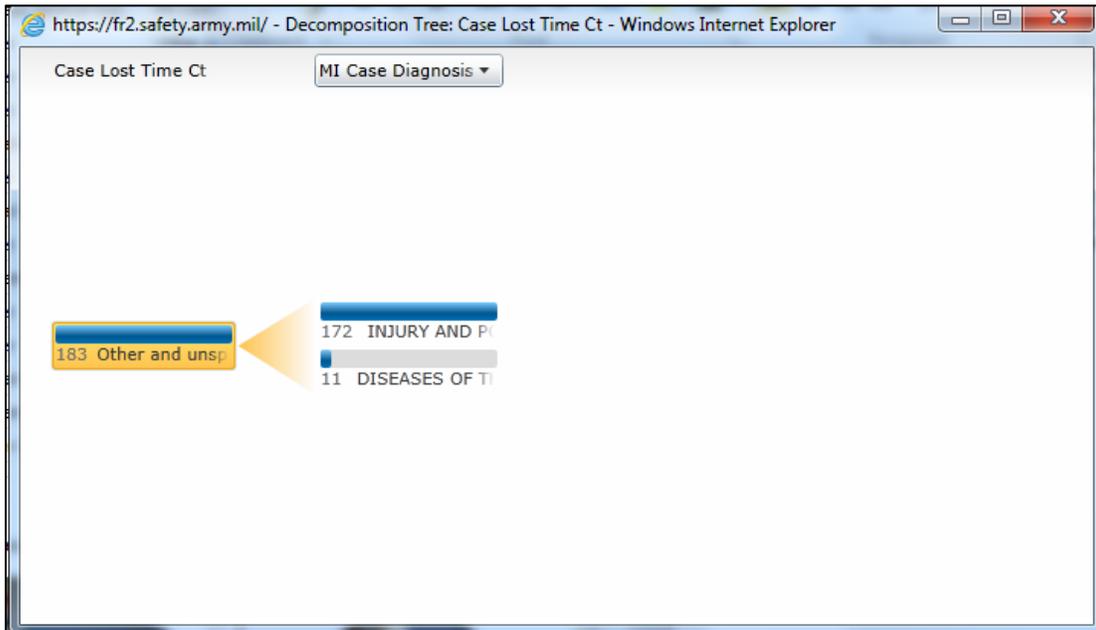


- In the pop-up window, left click on the blue bar.



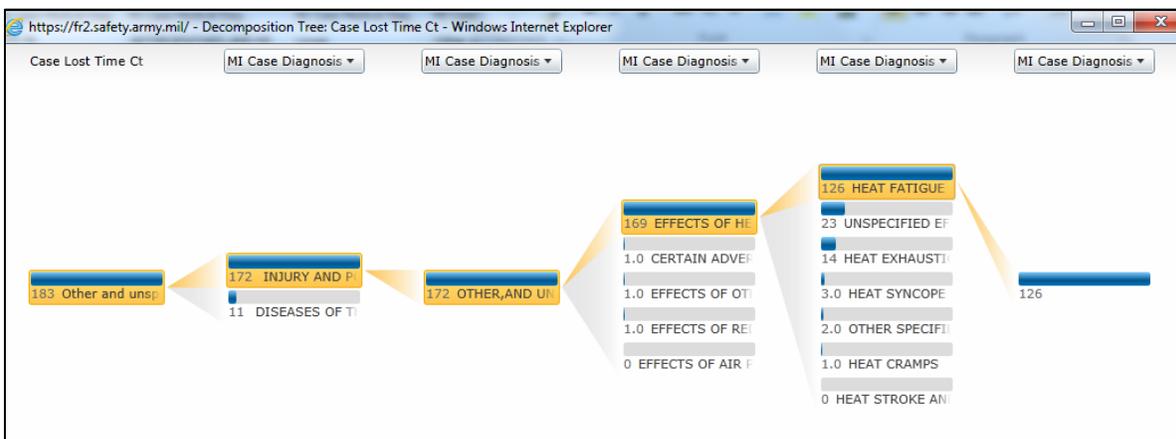
- Scroll down to select "MI Case Medical Diagnosis Primary Code", then select "MI Case Diagnosis Primary Level1desc."

The following will appear:

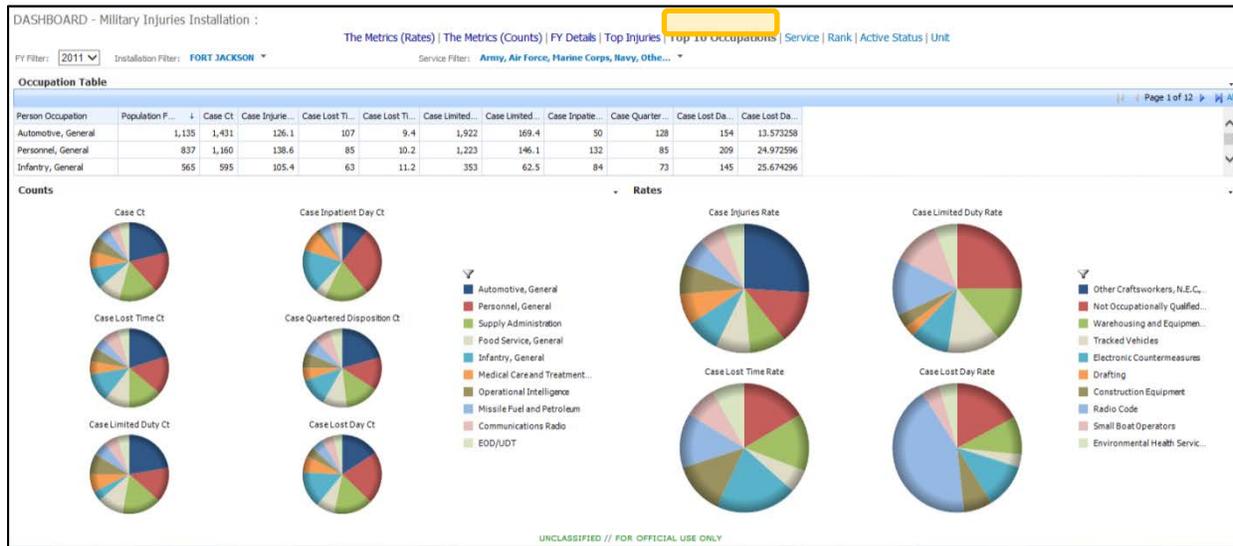


- While hovering over the larger blue bar (on top), an expand (+) sign should display to the left of the bar; click it.
- Keep clicking to expand the larger resulting group until you have worked your way from left to right across the page and cannot go any further.

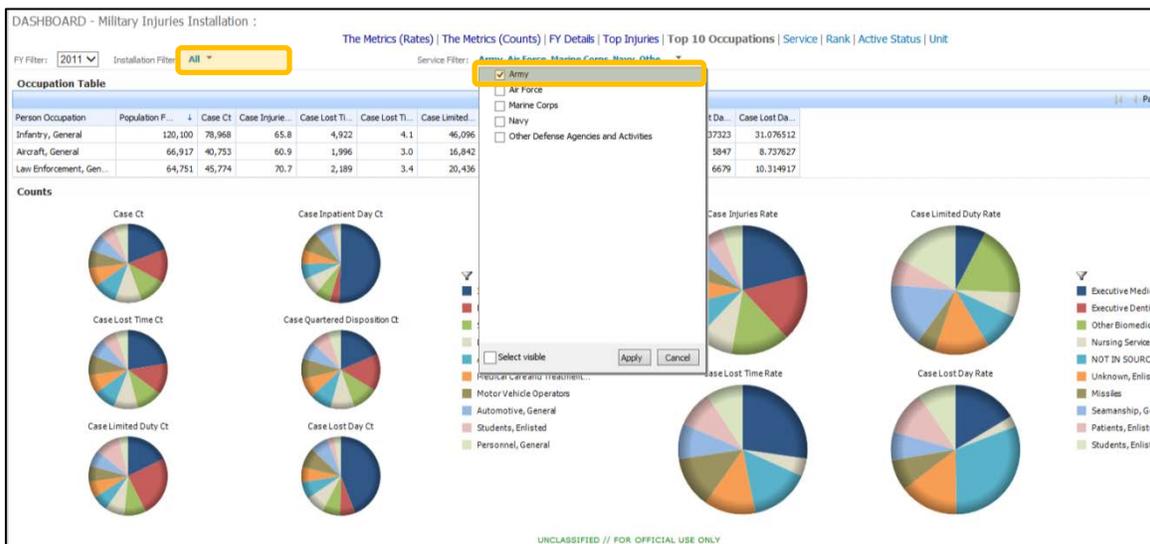
Your result should be the decomposition tree displayed below:



**Go to the Top 10 Occupations tab.**

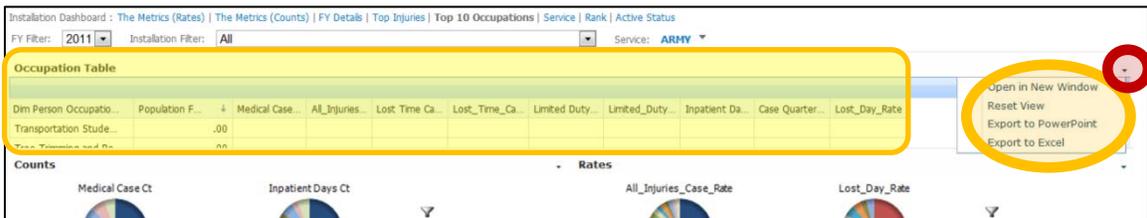


- Change the Installation Filter to “All.”
- Change the Service Filter such that only “Army” is selected.



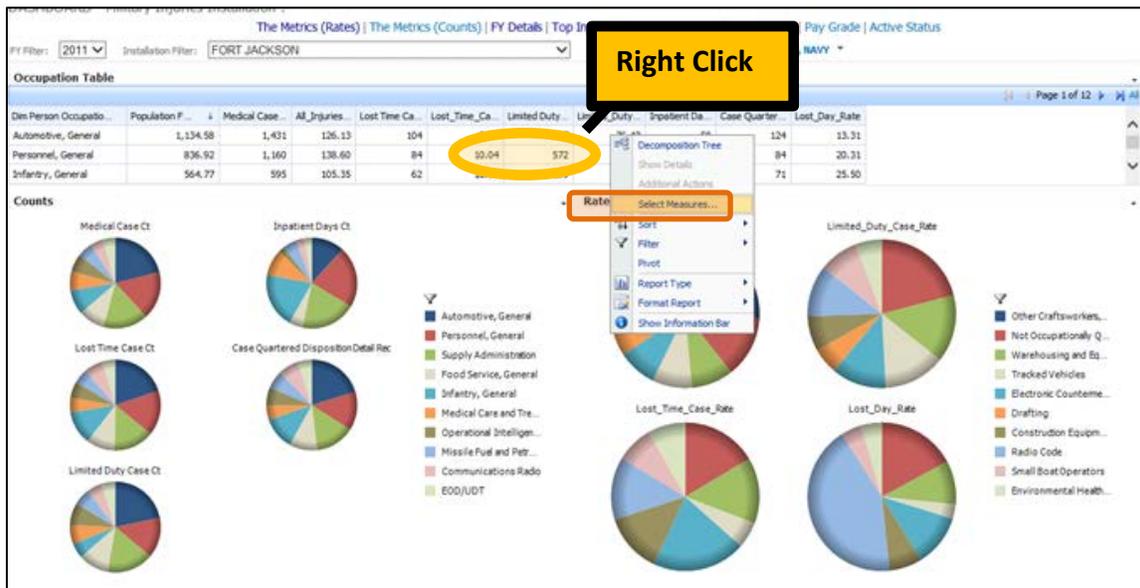
- Hover over the “Counts” pie chart to find out which jobs have the highest counts of medical cases/ lost days.
  - Note the count can be deceiving because there may be a lot of people with a certain job, giving a higher count of cases for larger occupation groups
- Hover over the “Rates” pie chart to find out which jobs have the highest rates of medical cases/ lost days.
  - Note the rates can be deceiving because there may be very few people with a certain job, giving a high rate due to few cases

- The “Occupation Table” at the top of the dashboard (highlighted below) details the information displayed in the charts. Click on “Occupation Table” to see the whole table in the browser window.
- Click on the arrow at the top right of the “Occupation Table” to show options to Export to Excel or PowerPoint, Reset view, or Open in New Window.

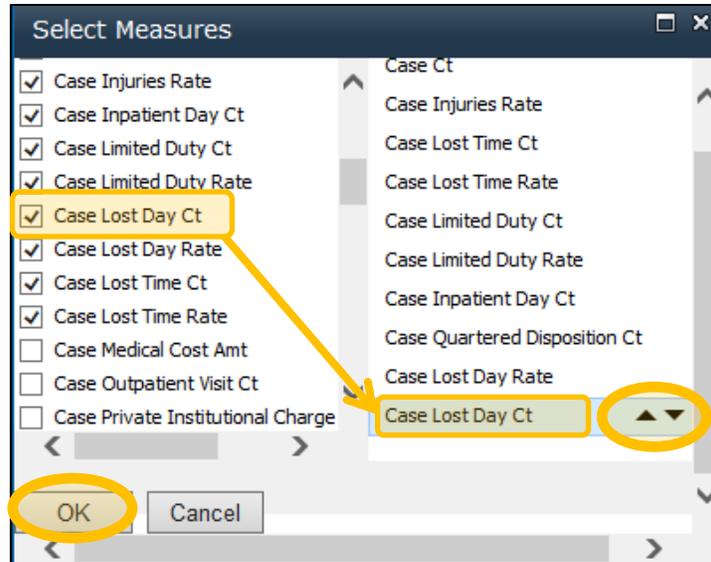


Next, we will answer the question, “How do I see how and where my biggest Occupation (Infantry) gets injured?”

- To add a measure, right click on one of the numbers in the Occupation Table, then click “Select Measures.”



- In the pop-up pane, find and select “Case Lost Day Ct”. You can move this column in the table by selecting the up arrow on the right side.
  - NOTE: “Case Lost Day Ct” is the sum of “Case Inpatient Day Ct” and “Case Quartered Disposition Ct”



- After you have selected and positioned the measures to be displayed, click “OK.”
  - Note that the measure has been added to the far right of the “Occupation Table.”

DASHBOARD - Military Injuries Installation :

The Metrics (Rates) | The Metrics (Counts) | FY Details | Top Injuries | Top 10 Occupations | Service | Ra

FY Filter: 2011 Installation Filter: All Service Filter: Army

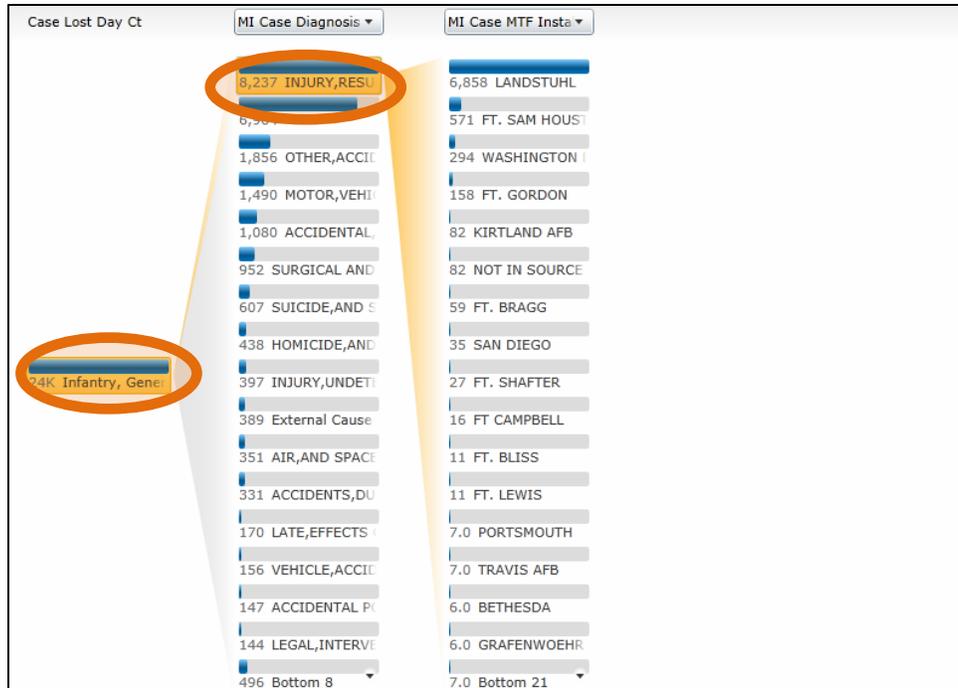
**Occupation Table**

Person Occupation	Population F...	Case Ct	Case Injurie...	Case Lost Ti...	Case Lost Ti...	Case Limited...	Case Limited...	Case Inpatie...	Case Quarter...	Case Lost Da...	Case Lost Da...
Infantry, General	84,329	62,177	73.7	3,781	4.5	38,066	45.1	21562	2894	28.703	Case Lost Day Ct
Supply Administration	34,278	29,733	86.7	1,650	4.8	16,092	46.9	2741	1510	11.96	4102
Automotive, General	30,859	24,242	78.6	1,394	4.5	14,413	46.7	3849	1223	16.07	4960
Motor Vehicle Operat...	28,455	23,644	83.1	1,521	5.3	13,360	47.0	3769	1382	17.620	5014

Counts

Case Ct Case Inpatient Day Ct Case Injuries Rate

- In the Table, right click the “Case Lost Day Ct” for Infantry (first row of data) and select Decomposition Tree.
  - In the popup window, click on Infantry.
  - From the menu, select “MI Case Medical Diagnosis e Code,” then select “MI Case Diagnosis eCode Level2desc”.
    - NOTE: Many cases lack an E Code. These cases are identified by blue bars labeled only with a number, but no E Code description.
  - Click on the top category that appears in the Decomposition Tree, “Injury, Resulting from Operations of War.”
  - Select “MI Case Military Treatment Facility,” then select “MTF Installation Nm”.



This decomposition tree displays results for the counts of injury types (E Codes), followed by the installation where treatment occurred (the treatment MTF can function as a good approximation of where the event happened).

**NOTE:** When hovering over the E Code descriptions, the full description name, count, and percentage of total will be displayed. A “+” sign will also appear to the left of the blue bar. Click the + sign to populate the subsequent levels of the decomposition tree with data for that category.

**Go to the Service tab.**

- Change the Service Filter to select all Services.
- Change the Installation Filter to select Joint Base Andrews-Naval Air Facility Washington.

DASHBOARD - Military Injuries Installation :

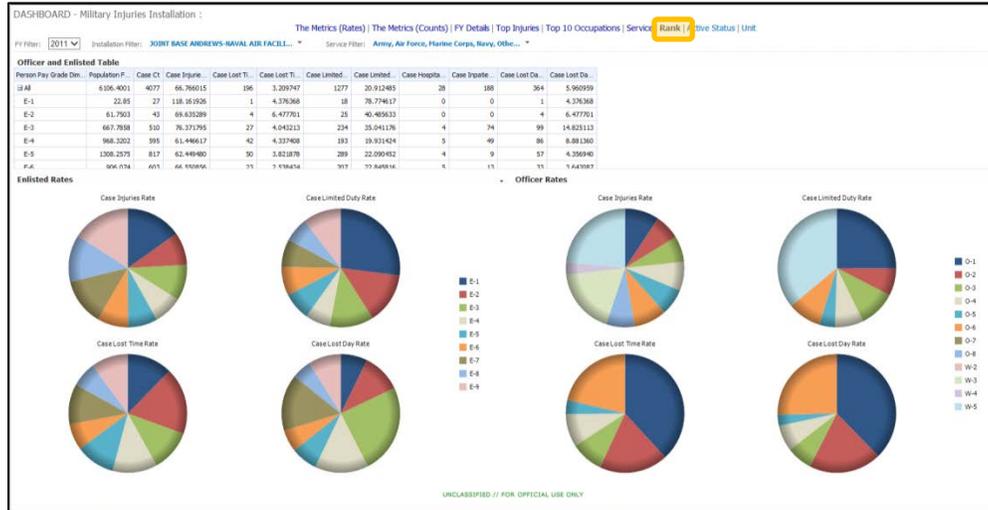
The Metrics (Rates) | The Metrics (Counts) | FY Details | Top Injuries | Top 10 Occupation | **Service** | Rank | Active Status | Unit

FY Filter: 2011 Installation Filter: JOINT BASE ANDREWS-NAVAL AIR FACIL... Service Filter: Army, Air Force, Marine Corps, Navy, Othe...

Person Service Branc...	Population F...	Case Ct	Case Injuri...	Case Lost Ti...	Case Lost Ti...	Case Limited...	Case Limited...	Case Inpatie...	Case Quarter...	Case Lost Da...	Case Lost Da...
Army	115	54	47.1	3	2.6	16	14.0	0	3	3	2.6
Air Force	5,387	3,595	66.7	163	3.0	1,169	21.7	181	155	326	6.1

- Note that in the Rates section, you would theoretically want (or expect) to see rates that are relatively equal between the Services. This would imply that members of Service are not bearing a disproportionate burden of injuries. This may, however, vary based on Service population characteristics, as well as Service-specific activities and duties, on the selected installation.

Go to the Rank tab.



- This tab shows case rates for Enlisted and Officer ranks.

Go to the Active Status tab.



- This tab shows the breakdown of injury counts and rates between Active Duty and Reserve personnel.

## **Dashboard Example 2: Civilian Injuries Installation Dashboard**

### **Background**

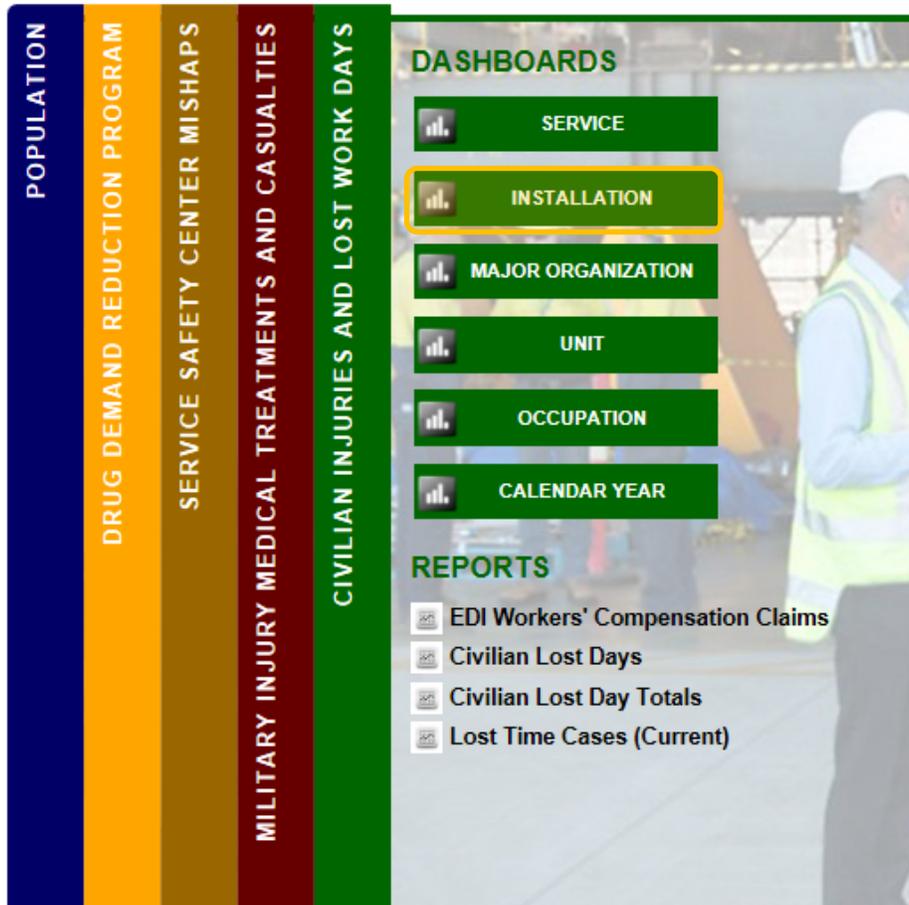
The Civilian Lost Time data comes from the civilian pay file and the workers' compensation claim system (SaFER). FR2 receives lost time from the pay file and claims and causes from the workers' compensation data to get a better picture of civilian lost time.

FR2 links lost time and workers' compensation claims by a person's SSN and business rules such as COP is 90 days within a claim.

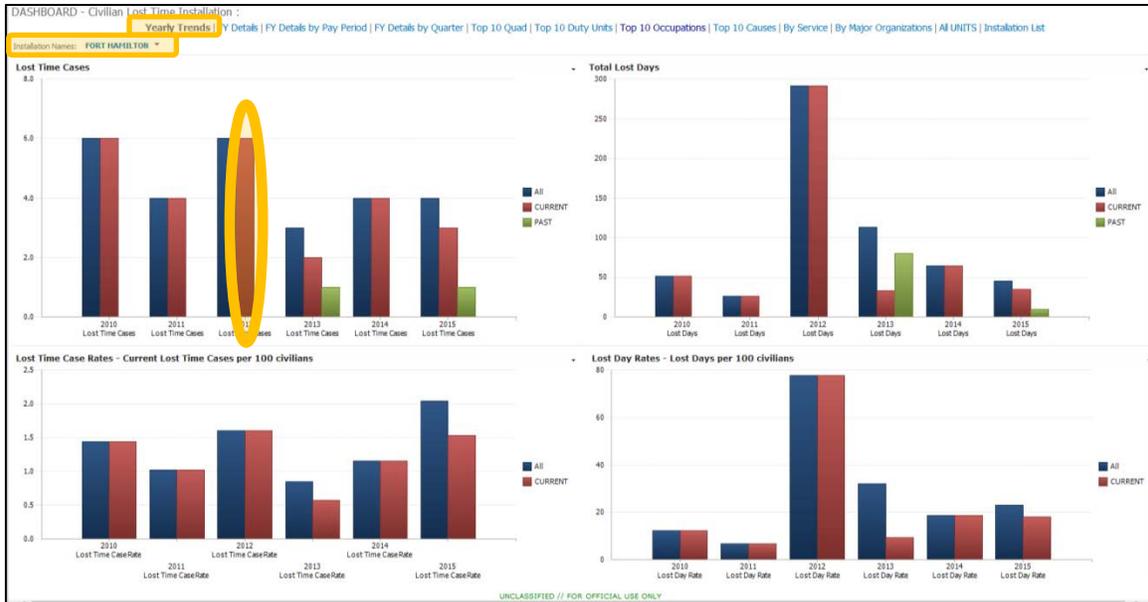
### **Analysis**

FR2 gives users the ability to drill from Installation Level data (Geographical View) to Case and then Person level data.

- Go to the Civilian Injuries Installation Dashboard.



- Stay on the Yearly Trends tab and select Installation (Fort Hamilton)



- In the Lost Time Cases report (in the upper left of the dashboard), hover over the FY12 bar to note the number of CURRENT Cases (6). Then right click on FY12 Current bar.
- Select “Additional Actions” from the menu that appears, then select “See Cases”.

PR2 Analysis > Analysis > PR2-Reports > Civilian Injuries

Actions: 14 of 1 | Find Next | 100%

Civilian Lost Time Case

For Official Use Only | Return to Analytics Page

Case ID	Case Type	EDI Tracking Number	Claim Type	Person ID	Person Major Organization	Person Occupation 1	Person Occupation 2	Person Occupation 3	Incident Date	Lost Time Payperiod Start Date	Short Term Leave Days in FY 2012	Long Term Leave Days in FY 2012	Lost Days in FY 2012	Total Lost Days (All Years)	Event
38392	Current Case	100233673	CA-1	<a href="#">e050c</a>	Army Installation Management Command (ARBA)	POLICE	N/A	N/A	08-05-2012	08-25-2012	73.4	0.0	73.4	73.4	EXERTION
21957	Current Case	Missing	Missing	<a href="#">b65aa</a>	Army Installation Management Command (ARBA)	QUALITY ASSURANCE	N/A	N/A	Missing	10-08-2011	0.0	40.0	40.0	40.0	Missing
21709	Current Case	100228691	CA-1	<a href="#">9a16d</a>	Defense Commissary Agency (DD34)	GENERAL BUSINESS AND INDUSTRY	N/A	N/A	06-02-2012	07-28-2012	2.4	0.0	2.4	2.4	"Lifted, strained by (single action)"
17574	Current Case	100220877	CA-1	<a href="#">122ff</a>	Army Installation Management Command (ARBA)	POLICE	N/A	N/A	02-05-2012	02-11-2012	14.5	0.0	14.5	14.5	UNCLASSIFIED OR INSUFFICIENT DATA
16308	Current Case	100234024	CA-1	<a href="#">0c0a2</a>	Army Installation Management Command (ARBA)	POLICE	N/A	N/A	07-27-2012	07-28-2012	41.0	0.0	41.0	41.0	"FELL, SLIPPED, TRIPPED"
7970	Current Case	100224130	CA-2	<a href="#">77116</a>	Army Installation Management Command (ARBA) NOT IN SOURCE	SECURITY CLERICAL AND ASSISTANCE	N/A	N/A	04-02-2012	04-21-2012	0.0	120.0	120.0	200.0	EXERTION

- The Cases report will open in a new window (above) with the 6 FY12 CURRENT cases listed.
  - Case 39564 is a CURRENT Injury Case (CA-1) linked to SaFER Claim 100233673. The case refers to an exertion injury. The incident occurred on 8/5/12 and person started collecting lost time on 8/25/12. There are 73.4 COP days and NO LWOP days in FY12 for this case.
  - Some Person ID fields are clickable, and link to continuum data. For example:

- o Case 39564 – Click the Person ID number e050c to open injuries and/or claims for that person, and the lost time associated with each injury.

Event Type	Event Date	Reported Date	Fiscal Year	Event Desc	Cause Desc	Person Installation	Major Command	Service	Occupation	UIC	OWCP Agency Chargeback
Injury (CA-1)	08-14-2006	08-14-2006	2006	"FELL, SLIPPED, TRIPPED"	Slip - Not Falling			ARMY			MILITARY DISTRICT OF WASHINGTON
Injury (CA-1)	08-05-2012	08-05-2012	2012	EXERTION	Handling Tools or Instruments	FORT HAMILTON		ARMY			IMCOM - INSTALLATION MANAGEMENT CMD
Short Term Leave	08-25-2012	08-25-2012	2012			FORT HAMILTON	Army Installation Management Command (ARBA)	ARMY	POLICE	W4LKAA	
Short Term Leave	08-25-2012	12-15-2012	2013			FORT HAMILTON	Army Installation Management Command (ARBA)	ARMY	POLICE	W4LKAA	
Short Term Leave	08-25-2012	01-26-2013	2013			FORT HAMILTON	Army Installation Management Command (ARBA)	ARMY	POLICE	W4LKAA	
Short Term Leave	09-08-2012	09-08-2012	2012			FORT HAMILTON	Army Installation Management Command (ARBA)	ARMY	POLICE	W4LKAA	
Short Term Leave	09-08-2012	12-15-2012	2013			FORT HAMILTON	Army Installation Management Command (ARBA)	ARMY	POLICE	W4LKAA	
Short Term Leave	09-08-2012	01-26-2013	2013			FORT HAMILTON	Army Installation Management Command (ARBA)	ARMY	POLICE	W4LKAA	
Short Term Leave	09-22-2012	09-22-2012	2012			FORT HAMILTON	Army Installation Management Command (ARBA)	ARMY	POLICE	W4LKAA	
Short Term Leave	09-22-2012	12-15-2012	2013			FORT HAMILTON	Army Installation Management Command (ARBA)	ARMY	POLICE	W4LKAA	
Short Term Leave	09-22-2012	01-26-2013	2013			FORT HAMILTON	Army Installation Management Command (ARBA)	ARMY	POLICE	W4LKAA	

- o Click the back arrow from the continuum within the report page (not the browser's back button) to return to the list of cases.



### **Dashboard Example 3: Civilian Injuries Major Organization Dashboard**

#### **Background**

FR2 gives users the ability to look at an organizational view (chain of command) and focus on how this agency stacks up across different geographical locations (installations).

The screenshot shows a dashboard interface. On the left is a vertical sidebar with five colored sections: POPULATION (dark blue), DRUG DEMAND REDUCTION PROGRAM (yellow), SERVICE SAFETY CENTER MISHAPS (gold), MILITARY INJURY MEDICAL TREATMENTS AND CASUALTIES (dark red), and CIVILIAN INJURIES AND LOST WORK DAYS (green). The main content area is titled 'DASHBOARDS' and contains six green buttons with bar chart icons: SERVICE, INSTALLATION, MAJOR ORGANIZATION (highlighted with a yellow border), UNIT, OCCUPATION, and CALENDAR YEAR. Below this is a 'REPORTS' section with four items, each with a document icon: EDI Workers' Compensation Claims, Civilian Lost Days, Civilian Lost Day Totals, and Lost Time Cases (Current). The background of the main content area shows a worker in a white hard hat and yellow safety vest.

This screenshot is identical to the one above, showing the same dashboard interface. The sidebar categories are the same. In the 'DASHBOARDS' section, the 'MAJOR ORGANIZATION' button is no longer highlighted. The 'REPORTS' section remains the same.

Analysis

- Go to Civilian Injuries Major Organization dashboard.
  - The default is set to the Yearly Trends Tab.
- Select Major Org Name = Army Installation Management Command (ARBA)
- Click on Top 10 Installations Tab.
  - REMINDER: Installation data are provided at the person level by DMDC. “Not in source” means that DMDC did not provide an installation for those civilians.
- Select Payperiod End Date Fiscal Year Nr = 2012
- Notice Fort Belvoir is in the list on the bottom right, but not in the top 10 Installations.

**Major Organization Overview**

Civ Major Organizat...	FTE	Prorated Hou...
ARBA	37,446	74,892,416

**Rates**

Lost Time Status Description	Lost Day Rate	Lost Time Case Rate
All	34.6	2.02
CURRENT	27.6	1.87

**Lost Days**

Lost Time Status Description	Lost Days	Lost Time Cases	Lost Days for Cases w Clams	Cases w Clams
All	12,955	757	11,743	700
CURRENT	10,351	701	9,810	648
PAST	2,604	56	1,932	52

**Top 10 Installations w Lost Time**

Lost Days, Lost Time Cases, Lost Time Case Rate

**Installations with Lost Time**

Installation Name	Installation Base ID	2012 Lost Days	2012 Lost Day Rate	2012 Lost Time Ca...	2012 Lost Time Ca...
JOINT BASE LEWIS-MCC...	01053003	1,667	72.9	72	3.15
FORT HOOD	01048007	695	29.4	47	1.99
FORT BLISS	01048003	1,021	76.4	29	2.17
FORT BRAGG	01037002	657	35.7	41	2.23
FORT DRUM	01036002	650	54.2	40	3.34
WEST POINT MILITARY...	01036009	387	37.7	41	4.00
JOINT BASE MYER-HEND...	01051010	362	84.7	14	3.28
FORT POLK	01022003	200	29.4	11	1.62
FORT STEWART	01013007	247	16.3	27	1.78
WHITE SANDS MISSILE R...	01035001	350	58.5	8	1.34
FORT CARSON	01008002	656	71.2	36	3.91
FORT BELVOIR	01043001	177	49.6	20	5.60
REDSTONE ARSENAL	01001010	274	41.8	13	1.99
FORT GEORGE G MEADE	01024006	230	44.7	7	1.36
SCHOFIELD BARRACKS	01015014	224	19.2	18	1.54
FORT BENNING	01013003	182	15.7	20	1.73
ABERDEEN PROVING GRO...	01024002	175	17.6	26	2.61
FORT SAM HOUSTON	01048008	31	2.8	3	0.27
FORT KNOX	01021003	182	25.4	14	1.95

UNCLASSIFIED // FOR OFFICIAL USE ONLY

- In the Pie Chart white space, right click and select Report Type = Grid
  - Click on the Filter in the table and open it up to 100 installations

**Top 10 Filter: Installation Name**

Show items in the:

by

Installation Name	Lost Days	Lost Day Rate	Lost Time Cases	Lost Time Case Rate
JOINT BASE LEWIS-MCC...	1,667.28	72.91	72	3.15
FORT BLISS	1,021.25	76.37	29	2.17
FORT HOOD	694.88	29.40	47	1.99
FORT BRAGG	657.09	35.68	41	2.23
FORT CARSON	635.89	71.22	36	3.91
FORT DRUM	650.90	54.23	40	3.34
FORT RICHARDSON	395.03	40.64	35	3.60
WEST POINT MILITARY...	386.94	37.73	41	4.00
JOINT BASE MYER-HEND...	361.56	84.71	14	3.28
WHITE SANDS MISSILE R...	290.38	58.51	8	1.34

- Notice Fort Belvoir is 12<sup>th</sup> for this Major Org in the list based on lost days.
  - If you sort by Lost Time Cases column (right click on the column header and select Sort), Fort Belvoir is much lower in the list.

**Right click the column header**

Sort: Largest to Smallest

Installation Name	Lost Days	Lost Day Rate	Lost Time Cases	Lost Time Case Rate
JOINT BASE LEWIS-MCC...	1,667.28	72.91	72	3.15
FORT HOOD	694.88	29.40	47	1.99
FORT BRAGG	657.09	35.68	41	2.23
FORT DRUM	650.90	54.23	40	3.34
WEST POINT MILITARY...	386.94	37.73	41	4.00
JOINT BASE MYER-HEND...	361.56	84.71	14	3.28
FORT POLK	182.47	25.42	14	1.95
FORT BELVOIR	320.75	46.68	13	1.89
MONTEREY DOD CENTER...	303.41	87.92	13	3.77
REDSTONE ARSENAL	273.88	41.83	13	1.99
FORT MCCOY	19.81	3.69	13	2.42

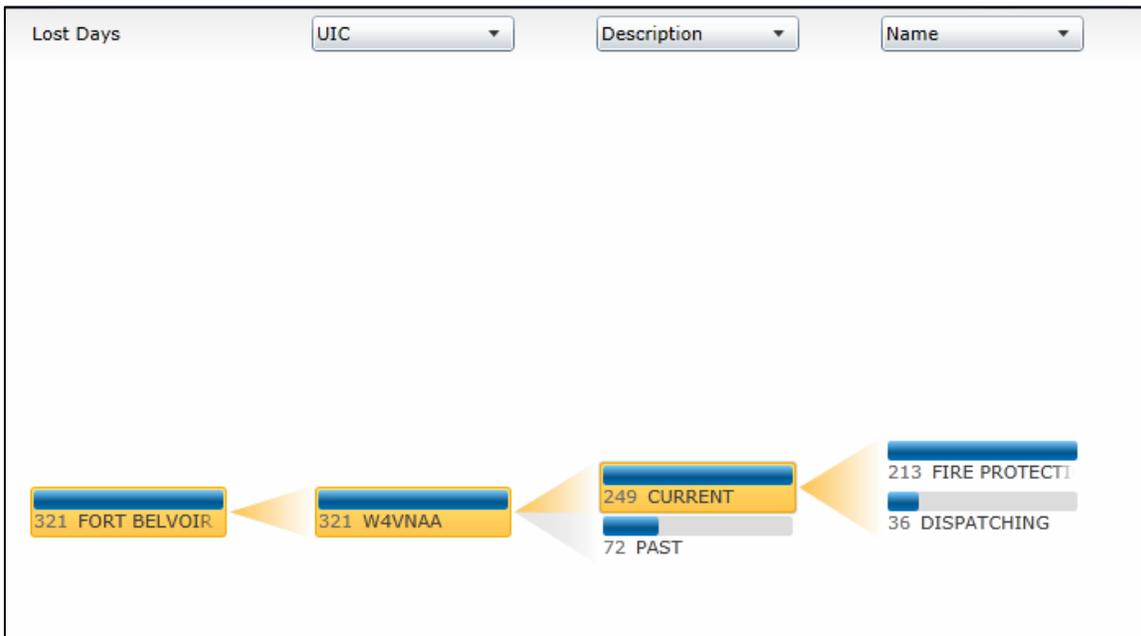
Determine how many employees in the Major Organization are at an Installation:

- Right click on a table displaying data for the selected Installation (such as the Top 10 Installations w/ Lost Time table shown above) and select “Select Measures”.
- Check the box next to “FTE” and click OK.

- Fort Belvoir has 683 people from US Army Installation Management Command.

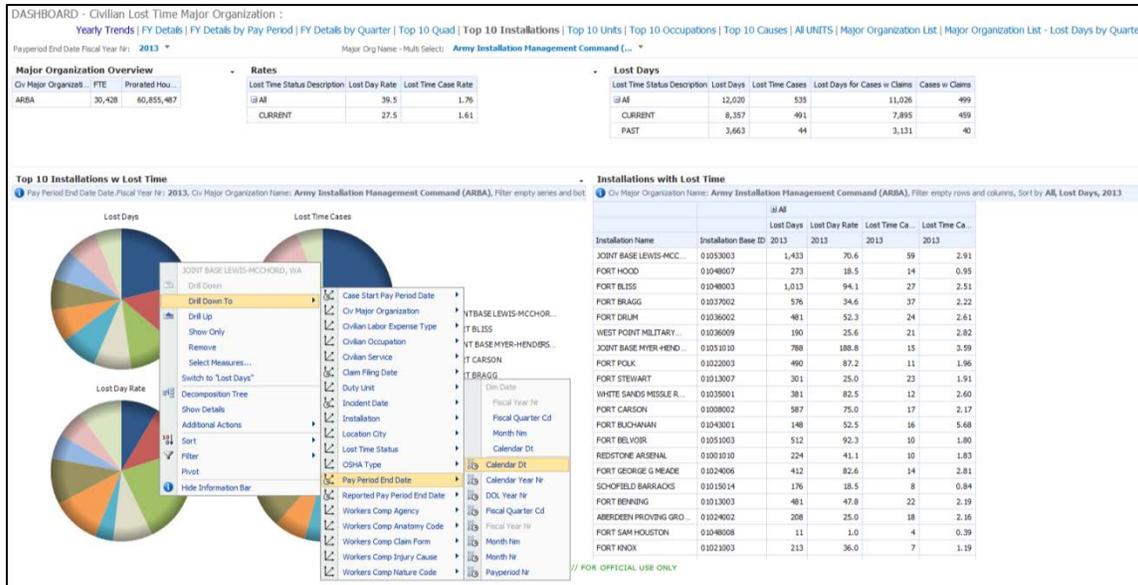
Build a Decomposition Tree:

- Right click on the Lost Days Cell for Fort Belvoir and select Decomposition Tree.
  - Choose Duty Unit, then UIC
    - Only W4VNAA shows up, as the other UICs for Fort Belvoir aren't part of this Major Organization.
  - Choose Lost Time Status, then Description
  - Choose Civilian Occupation, then Name



Drill down to pay period-level data:

- Right click on the Installation name in any report and selecting Drill Down To -> Pay Period End Date -> Calendar Dt.
  - NOTE: Presently, pay periods for only one FY at a time can be displayed. The ability to drill to pay periods for all FYs is being added to FR2.



- The pay period data for that Major Organization, Installation, and Fiscal Year will appear.

#### Dashboard Example 4: Civilian Injuries Unit Dashboard

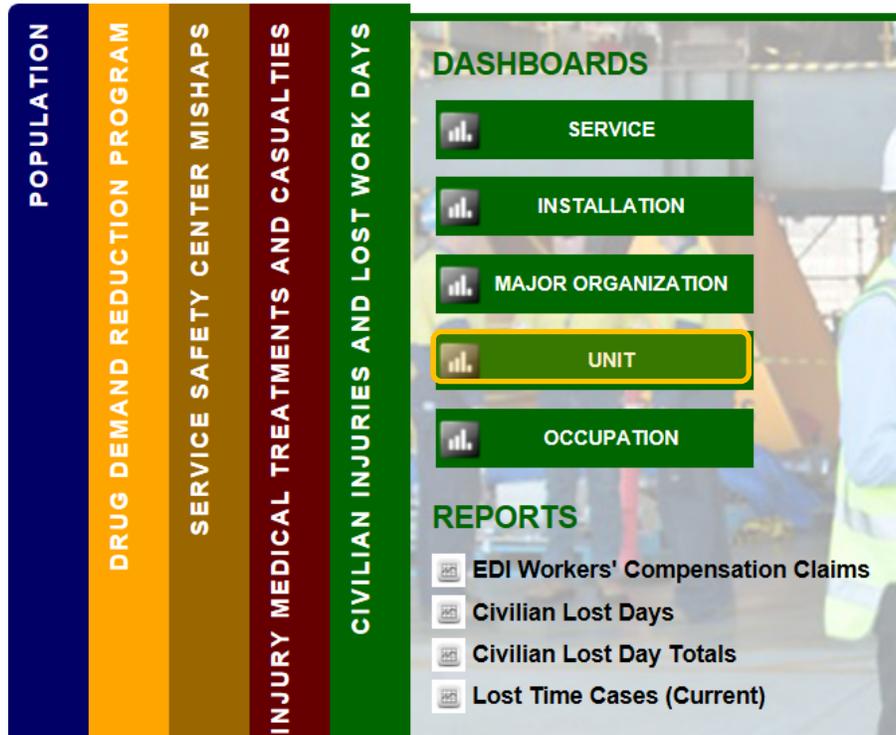
#### Background

If a user is trying to obtain the COP history for a particular unit, the best solution is the Civilian Injuries Unit Dashboard, if all civilians with the particular UIC are at the same location. For example, FT BRAGG, Medical Command, UIC: W2L6AA, 2013 HISTORY TO CURRENT.

NOTE: If civilians with UIC W2L6AA were at many different installations (not just Fort Bragg), you could not use this method to see injuries at Fort Bragg. In that case, this method would provide data on lost days for the UIC regardless of its members' location.

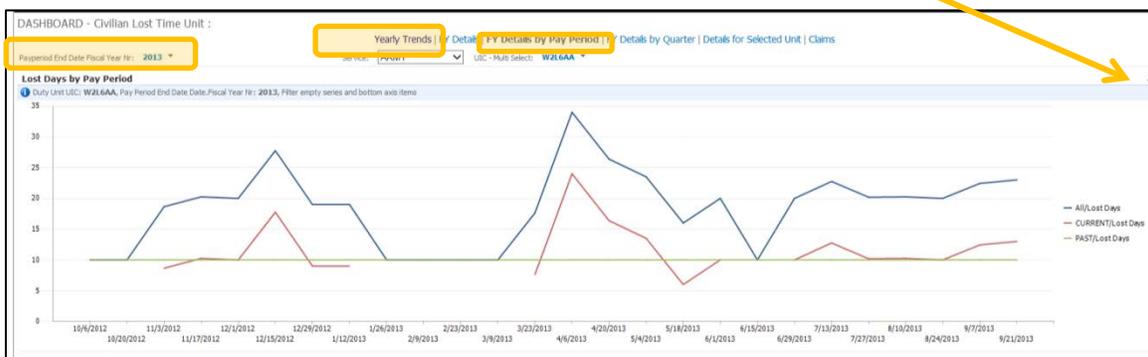
#### Analysis

- Go to the Civilian Injuries Unit Dashboard.



- Go to the FY Details by Pay Period Tab.
- Select FY13, Army, and W2L6AA.
- The Current and Past Lost Days by Pay Period report will populate.

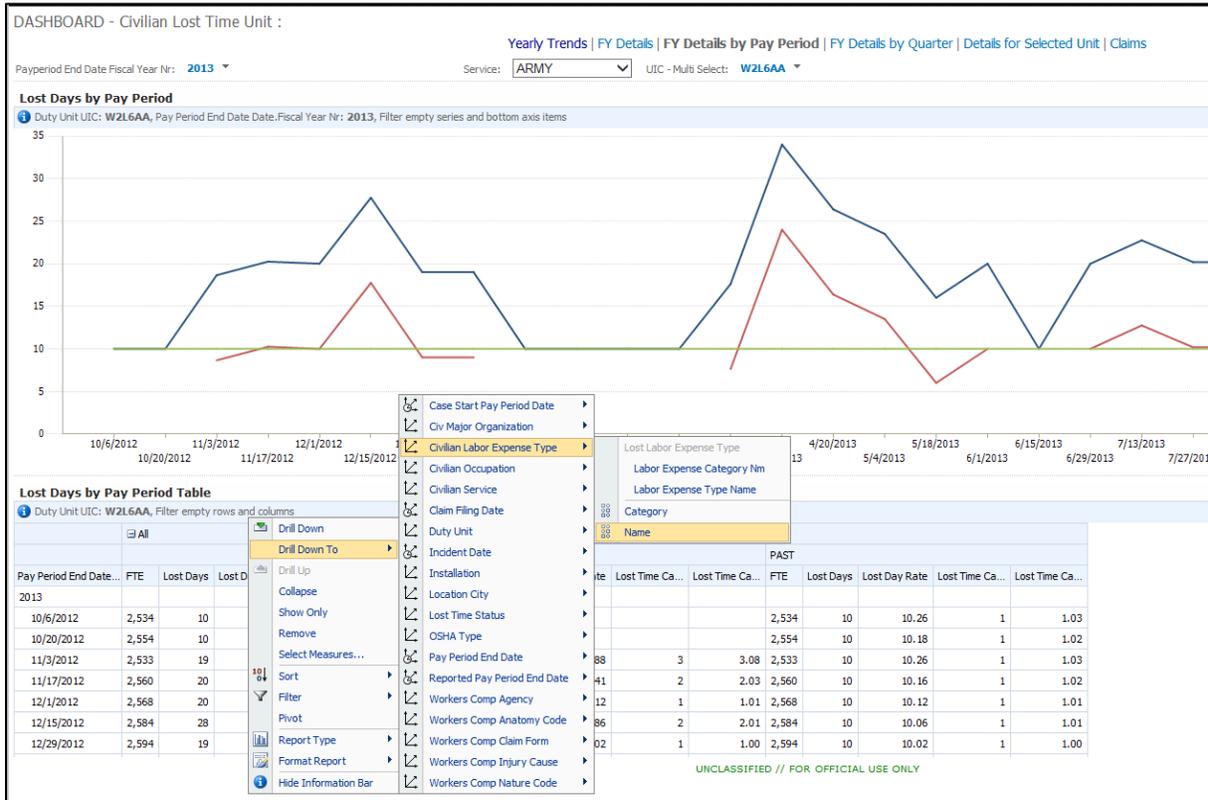
REMINDER: Current and Past Lost days include COP and LWOP. Current lost days are lost days in FY13 associated with injuries/illnesses that start collecting lost time in FY13. Past Lost Days are lost days in FY13 associated to injury/illnesses that started collecting lost time prior to FY13.



- The user can then Export to Excel or Open in a New Window by using the little arrow to the far right of the table.

To view COP, LWOP, and Retro COP by pay period for a Unit:

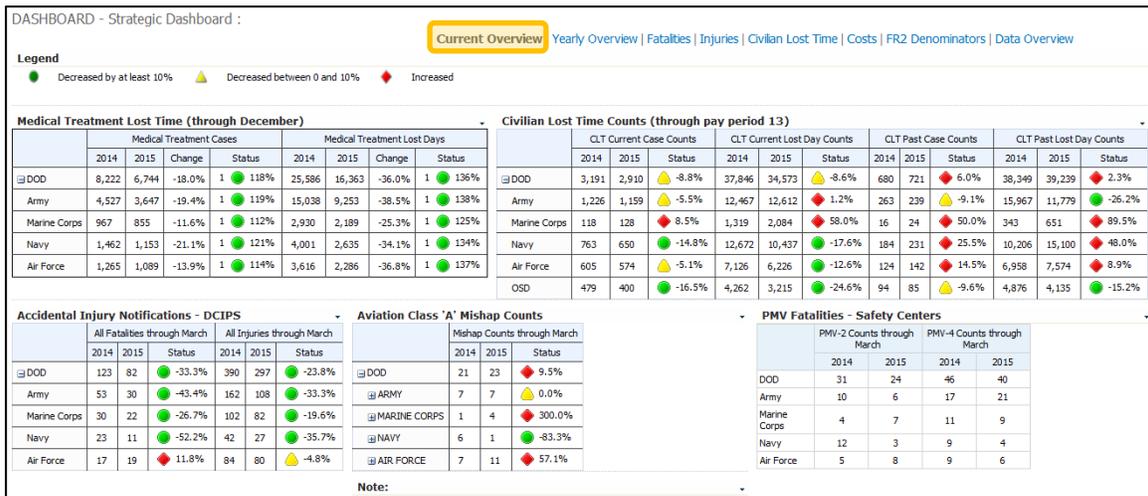
- Go to the FY Details by Pay Period tab.
- Right click on 'All' in the Lost Days by Pay Period table.
  - Select Drill Down To, select Civilian Labor Expense Type, and select Name.



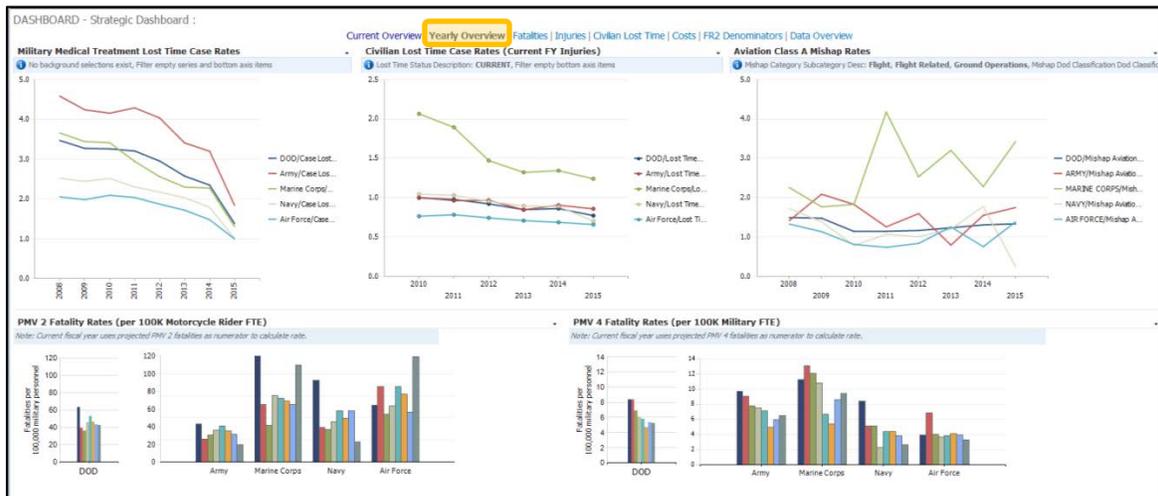
- This will display COP, LWOP, and Retro COP by pay period.



- Click on Service, which will bring you directly to the Current Overview tab.
  - This tab shows how the Safety Metrics are trending for each Service during the current FY to date compared to the same time frame during the previous FY.



- Go to the Yearly Overview tab.
  - This tab shows how the Safety Metrics are trending for each Service during the current FY to date compared to entire year for previous FYs.

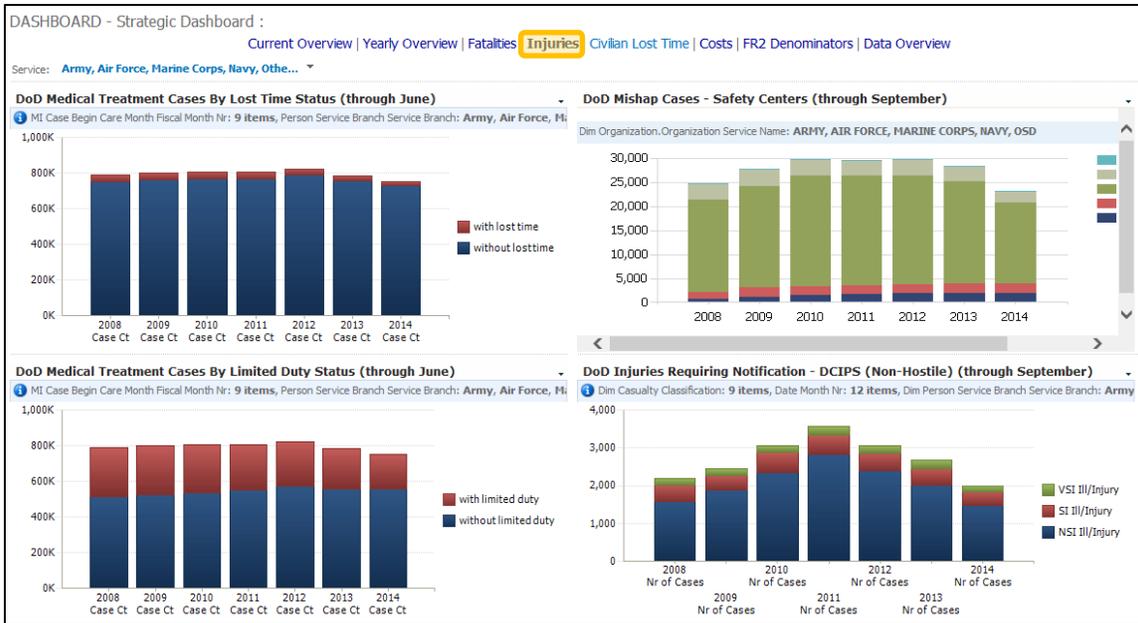


- Go to the Fatalities tab.

- This tab displays DCIPS non-hostile fatalities (which includes an accidental component in dark blue), as well as the Service Safety Center Total Accidental Fatalities by Category. The top charts show the data through the current Fiscal Month for all FYs, while the two bottom charts show the entire year for all FYs.



- Go to the Injuries tab.
  - This tab displays TRICARE DoD Medical Treatment Cases by Lost Time Status, as well as DCIPS (Non-Hostile) injuries including very serious injuries (VSI), serious injuries (SI), and non-serious injuries (NSI). The two top charts show the data through the current Fiscal Month for all FYs, while the two bottom charts show the entire year for all FYs.



- Go to the Civilian Lost Time tab.
  - This tab displays Civilian Lost Time Cases and Civilian Lost Days; the two top charts show data through the current pay period compared to the same time during past FYs, and the two bottom charts show civilian lost time for the entire year compared to past FYs.



- Go to the Costs tab
  - This tab displays four major types of costs: Military Medical Treatment Costs, Safety Center Mishap Costs, Office of Workers' Compensation Programs (OWCP) Chargeback Costs, and Safety Center Destroyed Aircraft Costs.



- Go to the FR2 Denominators tab.
  - This tab shows all denominators used to create rates: military population (FTE) used for Private Motor Vehicle Rates (including 4 Wheel PMV Rates); PMV-2 estimated ridership used for Motorcycle Fatality Rates; and flight hours used for Aviation Rates.

Fiscal Year: 2014

Average Population Strength				Average Military FTE (no Cadets, AGRs, FTS)				Average AGR & FTS Strength (add to Avg M...	
Dim Person Service B...	Active Duty	Civilian	Reserve	All	Active Duty	Reserve	ACTIVE GUARD...	Dim Person Service B...	Population S...
DOD	1,352,902	731,244	1,102,599					DOD	77,130
Army	516,084	262,129	665,328	DOD	1,500,947	1,360,037	140,5	Army	47,643
Marine Corps	192,038	19,558	108,347	Army	618,169	521,404	96,7	Marine Corps	2,233
Navy	319,670	174,036	110,433	Marine Corps	197,437	193,660	3,7	Navy	10,075
Air Force	325,110	165,564	218,492	Navy	327,696	319,092	8,6	Air Force	17,180
OSD		109,958		Air Force	357,644	325,882	31,7		

PMV 2 Estimated Ridership		Flight Hours			
Organization	Ridership	Organization Service Name	Fixed Wing	Rotary Wing	Total
DOD	183,295	DOD	2,354,516	1,335,624	3,690,140
Army	106,509	Army	98,492	909,119	1,007,611
Marine Corps	19,841	Marine Corps	121,309	135,806	257,115
Navy	34,243	Navy	598,350	230,805	829,155
Air Force	22,703	Air Force	1,536,365	59,894	1,596,259

- Go to the Data Overview tab.
  - This tab displays the through date for each particular report type in FR2, as well as any additional rates definitions not specifically defined in a report title.

DASHBOARD - Strategic Dashboard :

[Current Overview](#) | 
 [Yearly Overview](#) | 
 [Fatalities](#) | 
 [Injuries](#) | 
 [Civilian Lost Time](#) | 
 [Costs](#) | 
 [FR2 Denominators](#) | 
 [Data Overview](#)

Data Overview	
Report Type	Data in FR2
Civilian Lost Time	DFAS Pay Data Through Pay Period 4/4/2015 (Pay Period - 14)
DCIPS	Casualty Notification Data Through 4/5/2015
Department of Labor (DOL)	OWCP Chargeback Cost Data Through 2014
Safety Center	Mishap Data Through 4/1/2015
Safety First Event Reporting (SaFER)	EDI Workers' Compensation Claims Through 4/5/2015
Population	DMDC Personnel and Pay Data Through 2/2015
TRICARE	Medical Treatment Data Through 3/11/2015, but data is known to lag. In other words, despite some cases being reported in the 3 months prior to the Through Date, the data provided is not a complete representation due to the lag.
Rate Definitions if not specified in report title:	
CLT Rates	per 100 DoD Civilians
Military Injury (TRICARE) Rates	per 100 Service Members
Aviation Mishap Rates	per 100K Flight Hours
Other Definitions	
Destroyed Aircraft Costs	Equals Total Cost when provided by Service Safety Centers, else it equals the sum of equipment, injury, and misc costs provided by the Service Safety Centers.