



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY DENTAL COMMAND
2050 WORTH ROAD
FORT SAM HOUSTON, TEXAS 78234-6000

REPLY TO
ATTENTION OF

MCDS

18 March 2004

MEMORANDUM FOR All U.S. Army Dental Command Personnel

SUBJECT: U.S. Army Dental Command (DENCOM) Policy 04-06, Dental Records and Panographic Radiographs for United States Army Reserve (USAR) and Army National Guard (ARNG) Personnel.

1. REFERENCES:

- a. AR 40-3, Medical, Dental, and Veterinary Care.
- b. AR 40-66, Medical Record and Quality Assurance Administration.
- c. AR 140-120, Medical Examinations.
- d. AR 640-10, Individual Military Personnel Records.

2. SCOPE: This policy applies to all DENCOM facilities and all personnel assigned to or working in those facilities.

3. DISCUSSION:

a. Rationale: Health Records (HREC) are prepared and kept for all Army personnel to include Active Component, Reserve Component (USAR and ARNG), and cadets of the U.S. Military Academy (AR 40-66). Dental records are established and panographic radiographs are taken during basic training for USAR members. ARNG member dental records are established by their unit prior to initial active duty and completed (including panographic radiograph) during basic training.

b. Responsibility: By regulation, the State Adjutants General initiates and disposes of ARNG HRECs. USAR unit commanders are responsible for initiating and disposing of HRECs for troop program unit members. The Commander, ARPERSCOM, has similar responsibility for Individual Ready Reservists (IRR) and Individual Mobilization Augmentees (IMA). Both sections (dental and health) of an individual's HREC are transferred simultaneously with the Military Records Jacket (MPRJ) (AR 640-

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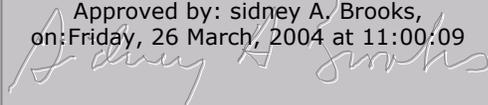
10). In the ARNG and USAR, the military personnel officer must acquire both sections of the HREC, and the custodian of the military personnel record jacket (MPRJ) will be the custodian of the HREC (AR 40-66).

4. POLICY:

a. DENTAC Commanders will make every effort to assist USAR and ARNG in acquiring panographic radiographs of their personnel within the DENTAC's geographic area of responsibility, to include taking and processing these radiographs, if necessary. However, a reimbursement arrangement for panographs to be taken should be made prior to this assistance occurring. DENTACs are not responsible for funding this service.

b. Upon prior request and coordination, DENTAC Commanders will facilitate the availability of DENTAC radiographic resources to USAR and ARNG dental units for the purpose of taking and processing panographic radiographs for any USAR/ARNG personnel.

c. Commanders of USAR and ARNG units are required to notify DENTAC Commanders of their unit's annual training at an Active Army Installation. This direct communication with the DENTAC Commander will serve as a means to facilitate acquiring panographic radiographs for USAR/ARNG personnel.

Signature Authenticated by ApproveIt 
Approved by: sidney A. Brooks,
on: Friday, 26 March, 2004 at 11:00:09


SIDNEY A. BROOKS
Colonel, Dental Corps
Commanding