



# Defense Health Agency

## PROCEDURAL INSTRUCTION

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AD-HCA

SUBJECT: Implementation Guidance for the Utilization of DD Form 3073, K9 Tactical Combat Casualty Care (K9TCCC) Card

References: See Enclosure 1.

1. PURPOSE. This Defense Health Agency-Procedural Instruction (DHA-PI), based on the authorities of References (a) and (b), and in accordance with the guidance of References (c) through (k), provides procedures on the use of DD Form 3073, "K9 Tactical Combat Casualty Care (K9TCCC) Card" for standardized and consistent documentation of prehospital care by the Military Departments (MILDEP). Use of DD Form 3073 in the prehospital environment by both medical and non-medical first responders is the preferred method of documentation for battle and non-battle injuries for Department of War Working Dogs (DoW WDs) in accordance with Reference (g) and is an approved form to document care in accordance with Reference (h).
2. APPLICABILITY. This DHA-PI applies to the MILDEPs, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands (CCMDs), and the Defense Health Agency (DHA).
3. POLICY IMPLEMENTATION. It is DHA's instruction, pursuant to References (c) through (k), to establish uniformed procedures regarding the use of DD Form 3073 for standardized and consistent documentation of prehospital care by the MILDEPs for DoW WDs battle and non-battle injuries.
4. CANCELED DOCUMENTS. This DHA-PI cancels DHA-PI 6000.08 "Implementation Guidance for the Utilization of DD Form 3073, K9 Tactical Combat Casualty Care (K9TCCC) Card," of June 8, 2021.
5. RESPONSIBILITIES. See Enclosure 2.

6. PROCEDURES. See Enclosure 3.

7. PROPONENT AND WAIVERS. The proponent of this publication is the Assistant Director, Health Care Administration. When Activities are unable to comply with this publication the activity may request a waiver that must include a justification, to include an analysis of the risk associated with not granting the waiver. The activity director or senior leader will submit the waiver request through their supervisory chain to the Assistant Director, Health Care Administration to determine if the waiver may be granted by the Director, DHA or their designee.

8. RELEASABILITY. This DHA-PI is available to authorized users from the DHA SharePoint site at: <https://militaryhealth.sharepoint-mil.us/sites/RPI-J1-AMP-PUBS/>.

9. EFFECTIVE DATE. This DHA-PI:

a. Is effective upon signature.

b. Will expire 10 years from the date of signature if it has not been reissued or cancelled before this date in accordance with Reference (c).

10. FORMS. DD Form 3073, “K9 Tactical Combat Casualty Care (K9TCCC) Card” is available in print and digital formats. Access a digital copy of the form via: <https://www.esd.whs.mil/directives/forms>. Physical print copies obtainable via Defense Logistics Agency Document Services Online (DSO) at: <https://dso.dla.mil>.

11. SUMMARY OF CHANGES. This DHA-PI updates instructions for ordering, completion and submission of the DD Form 3073. It also updates references, canine terminology to K9, and adds acronyms to the glossary.



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Enclosures

1. References
2. Responsibilities
3. Procedures
4. Ordering Procedures: DD Form 3073

5. Appendix 1: Instructions for Completing DD Form 3073 (Front of Card)
  6. Appendix 2: Instructions for Completing DD Form 3073 (Back of Card)
- Glossary

ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5136.01, "Assistant Secretary of Defense for Health Affairs (ASD(HA))," September 30, 2013, as amended
- (b) DoD Directive 5136.13, "Defense Health Agency," September 30, 2013, as amended
- (c) DHA-Procedural Instruction 5025.01, "Publication System," April 1, 2022
- (d) DHA-Administrative Instruction 5015.01, "Records Management Program," November 21, 2023
- (e) Department of Defense Manual 5400.07, "DoD Freedom of Information Act (FOIA) Program," January 25, 2017
- (f) DHA-Administrative Instruction 5136.01, "Defense Health Agency Terms of Reference," November 24, 2021
- (g) Joint Requirements Oversight Council Memorandum 031-14, "Force Health Protection DOTmLPP-P Change Recommendation," March 26, 2014
- (h) DoD Instruction 6040.45, "DoD Health Record Life Cycle Management," November 16, 2015, as amended
- (i) Joint Publication 4-02, "Joint Health Services," December 17, 2017, as amended
- (j) DoD Instruction 6040.47, "Joint Trauma System," September 28, 2016, as amended
- (k) Army Regulation 40-905/Secretary of the Navy Instruction 6401.1B/Air Force Instruction 48-131, "Veterinary Health Services," August 29, 2006

ENCLOSURE 2

RESPONSIBILITIES

1. DIRECTOR, DHA. Under the authority, direction, and control of the Under Secretary of War for Personnel and Readiness through the Assistant Secretary of War for Health Affairs, and in accordance with DoW policies and issuances, the Director, DHA, in the role as a Combat Support Agency, will:

a. Provide guidance for the use and dissemination of DD Form 3073 for consistent documentation of DoW WD prehospital care by the MILDEPs.

b. Ensure DD Form 3073 is current and available through standard supply processes established by the Defense Logistics Agency.

c. Provide clarifying guidance to the MILDEPs and CCMDs on issues related to the implementation of DD Form 3073 when requested.

d. Modify or supplement this DHA-PI, as needed.

e. Coordinate with the MILDEPs and Director of the Joint Staff to develop an electronic version of DD Form 3073 to facilitate electronic documentation of DoW WD prehospital care in accordance with Reference (g).

2. SECRETARIES OF THE MILDEPs. The Secretaries of the MILDEPs are requested to:

a. Develop procedures for the implementation and full utilization of DD Form 3073 to facilitate uniform and consistent documentation of prehospital care by the MILDEPs during the full range of military operations.

b. Ensure DD Form 3073 is stocked in organizational medical equipment (e.g., sets, kits, and outfits) to include any variation of a DoW WD first aid kit and DoW WD handler's Individual First Aid Kits or Joint First Aid Kits located on all operational platforms. Stocking DD Form 3073 should occur with expediency to support the appropriate documentation of care in the prehospital environment during all contingencies.

c. Review and update current Service-specific doctrine and training plans to incorporate use of DD Form 3073 in prehospital and organizational first aid provided by both medical and non-medical first responders.

d. Coordinate with the Director, DHA, to facilitate development and deployment of an electronic DD Form 3073.

3. CHAIRMAN OF THE JOINT CHIEFS OF STAFF.

- a. Support the Director, DHA, and the Military Departments to develop and deploy an electronic version of DD Form 3073.
- b. Incorporate this issuance into relevant joint doctrine, training, and plans.
- c. Update and sustain DoW WD trauma care initiatives and medical lessons learned for each CCMD, in coordination with the Joint Trauma System, and the Joint Staff Joint Force Development Directorate through the Director, DHA.
- d. Facilitate communications among the operational force and medical communities on matters related to DoW WD trauma care requirements.

4. COMMANDERS OF THE CCMDs. The Commanders of the CCMDs, in coordination with Service Component Commanders, should ensure uniform and consistent documentation of prehospital care through the full utilization of DD Form 3073 within their respective areas of responsibility.

ENCLOSURE 3

PROCEDURES

1. OVERVIEW. It is DHA's procedure to promote standardization of medical documentation at the point of injury (POI) and during K9TCCC across the DoW.

a. DD Form 3073 must serve as the record of trauma care rendered at the POI and during K9TCCC and prehospital evacuation. DD Form 3073 will be imported into the DoW WD's electronic Veterinary Health Record (eVHR) and then forwarded to the Department of Defense Military Working Dog Trauma Registry (DoDMWDTR) at [dha.mwdtraumaregistry@health.mil](mailto:dha.mwdtraumaregistry@health.mil). First responders, to include clinical providers, must document treatment provided according to their skill level or scope of practice using the current K9TCCC guidelines in accordance with References (h) and (k).

(1) After inclusion into the eVHR and forwarding to the DoDMWDTR at [dha.mwdtraumaregistry@health.mil](mailto:dha.mwdtraumaregistry@health.mil), DD Form 3073 will be maintained in the DoW WD's deployment health record. DD Form 3073 will remain in use until a prehospital documentation platform supporting an electronic version is fielded across the DoW.

(2) After the DoW fields an electronic version, DD Form 3073 may serve as a viable option for documentation when necessary.

b. DD Form 3073, with accompanying instructions located in this Enclosure, must be disseminated to the widest extent possible within each of the MILDEPs. The instructions in Enclosure 3 for completing DD Form 3073 are officially maintained on the Joint Trauma System website at [https://jts.health.mil/index.cfm/documents/forms\\_after\\_action](https://jts.health.mil/index.cfm/documents/forms_after_action).

c. DD Form 3073 must be stocked in applicable organizational medical equipment (e.g., sets, kits, and outfits) to include, but not limited to, any variation of a DoW WD first aid kit and DoW WD handler Individual First Aid Kits and Joint First Aid Kits, located on all operational platforms (e.g., vehicle, aviation, and shipboard assets). This change should occur with expediency to make the cards available for use to support the appropriate documentation of care in all contingencies. Instructions for ordering DD Form 3073 are located in Enclosure 4.

2. BACKGROUND

a. Pre-hospital or pre-Veterinary Treatment Facility (pre-VTF) documentation of medical interventions by first responders at the POI is critical to ensuring continuity of care and providing meaningful analyses of medical interventions, techniques, tactics, and procedures rendered at the POI.

b. In a deployed, combat, or training setting, all personnel have the potential to be first responders.

c. First responder care capability is also known as K9TCCC. K9TCCC occurs in response to injuries sustained in support of the full range of military operations and is the military counterpart to prehospital trauma life support. K9 prehospital trauma care in the military is most commonly provided by enlisted personnel and includes handler-aid, buddy aid, and Combat Lifesaver. K9TCCC focuses on the most likely threats, injuries, conditions, and Disease Non-Battle Injuries encountered in combat and on a strictly limited range of interventions directed at the most serious of these threats and conditions.

d. DD Form 3073 promotes DoW goals of capturing documentation of pre-VTF medical interventions at the POI using a mechanisms of injury, injuries, signs and symptoms, and treatments format. It is designed for use by all first responders, including non-medical personnel, and provides a ready reference to normal Military Working Dog physiologic parameters, shock volume fluid treatment, and dosages for common emergency medications carried by medical providers.

### 3. INSTRUCTIONS

a. Commanders must ensure all Military Working Dog handlers carry and all first responders use DD Form 3073 to document pre-VTF care at the POI. Such care relates to both battle and non-battle injuries.

b. Once completed, DD Form 3073 must be visibly attached to the K9 or handler. Upon arrival at a VTF at the next role of care, DD Form 3073 must be included with the paper medical record, then scanned into the K9's eVHR and forwarded to the DoDMWDTR at [dha.mwdtraumaregistry@health.mil](mailto:dha.mwdtraumaregistry@health.mil). Veterinary Corps Officers must confirm entry of the medical information recorded on DD Form 3073 into both the eVHR and deployment record to ensure the information is available for entry into the DoDMWDTR.

c. DD Form 3073 must be a component in any variation of a DoW WD first aid kit, located on all operational platforms. Corpsmen, combat medics, and tactical evacuation personnel in units with assigned DoW WDs or in support of an action officer that has DoW WD operations should be encouraged to carry multiple blank copies of the form.

d. First responders must complete all entries as fully as possible on DD Form 3073 unless under extreme conditions whereby the casualty and/or provider's safety may be at additional risk.

e. Detailed instructions for preparing DD Form 3073 are provided in Appendices 1 and 2.

f. All abbreviations authorized for use in DoW health records or DoW trauma registries may also be used on DD Form 3073.

g. All entries on DD Form 3073 must be made using a non-smearing pen or marker.

h. All entries on DD Form 3073 should be printed clearly, including the first responder's name.

ENCLOSURE 4

ORDERING PROCEDURES: DD FORM 3073, “K9 TACTICAL COMBAT CASUALTY  
CARE (K9TCCC) CARD”

1. DEFENSE LOGISTICS AGENCY ORDERING INSTRUCTIONS

a. The DoW, Federal Agencies, and authorized contractors may establish accounts and obtain DD Form 3073, NSN 0102-LF-013-9200 from the Document Services Online (DSO) website, at: <https://dso.dla.mil>. DD 3073 is purchased through Joint Forms and Publications Online, which can be found as a link on the left-hand column of the DSO homepage.

b. Customers with an existing account should complete the following steps to obtain DD Form 3073:

- (1) On the “DSO” website, find the “Search Product” box in the center of the page.
- (2) After clicking in the “Search Product” box, type in “DD Form 3073” and select enter.
- (3) Enter the quantity desired and click “Buy Now” to go to the “Cart.”

(4) Select a “Due Date” in the upper left corner of the screen. In the upper right corner of the screen, choose “OK – JFOL Warehouse” as the selected print shop. Click “Proceed to Checkout” and enter required shipping and payment information to complete the transaction.

c. Customers without an existing DSO account must first establish an account prior to ordering DD Form 3073:

(1) From the DSO homepage, click the “Login” button at the upper right corner of the screen. On the Login screen, choose the “Register” hyperlink at the bottom of the screen.

(2) Enter required information and click “Submit.” A Department of Defense Activity Address Code must be entered to register for a new account.

(3) If further assistance is required, contact the Customer Support Center through the Defense Logistics Agency Service Portal (link can be found on the DSO homepage) or by e-mailing [contact.docsvcs@dla.mil](mailto:contact.docsvcs@dla.mil).

2. ALTERNATE ORDERING INSTRUCTIONS. In the rare event customers are unable to use Defense Logistics Agency DSO to order, DD Form 3073 may be procured using NSN 0102-LF-013-9200. Contact the Joint Forms Online Warehouse at [JFOLWarehouse@dla.mil](mailto:JFOLWarehouse@dla.mil) or 405-855-3213, if additional assistance is required.

APPENDIX 1

INSTRUCTIONS FOR COMPLETING DD FORM 3073, K9TCCC CARD  
(FRONT OF CARD)

**GENERAL INSTRUCTIONS**

- DD Form 3073 is to be completed by the first responder at the point of injury and forwarded with the casualty to the next level of care.
- Time Zones: Record all time local 24-hour military format as hh:mm.

**EVACUATION CATEGORY** (Mark as appropriate in accordance with Reference (f))

- **URGENT** – K9 who should be evacuated as soon as possible and within 1 hour to save life, limb, or eyesight and to prevent complications of serious illness and to avoid permanent disability.
- **PRIORITY** – K9 who should be moved within 4 hours or their condition will deteriorate to such a degree that they will become an urgent precedence or whose requirements for special treatment are not available locally or who will suffer unnecessary pain or disability.
- **ROUTINE** – K9 whose condition requires evacuation but whose condition is not expected to deteriorate significantly and who will require evacuation in the next 24 hours.

**EVACUATION TYPE** (mark as appropriate)

**K9 IDENTIFICATION**

- **UNIT**–Record the unit to which the DoW WD is assigned.
- **K9 NAME**–(self-explanatory)
- **TATTOO** (self-explanatory) – Typically located on the inside of the ear.
- **DATE** (DD-MM-YY)
- **TIME**–Record all time local 24-hour military format as hh:mm
- **SEX**– (mark as appropriate)
- **MECHANISM OF INJURY**– (mark as appropriate–use other for Disease Non-Battle Injuries or if unknown-describe)

**INJURY** (mark the diagram where the trauma/injury or disease is located—if there is more than one injury, identify each with the mechanism of injury)

- The percentage numbers are provided as a reference when estimating K9 casualty burn injuries. If burn injuries have been sustained, the estimated percent burned should be annotated in the notes.

**VITAL SIGNS** (input vital signs at least hourly)

**Pain Score:**

0: Pain free

1 – 2: Mild pain; subtle weight shifting or subtle delay in lying down; enjoys being touched and petted

3 – 4: Moderate pain; intermittent panting; delayed or slowed movement, subdued, weight shifting, likes to be touched except near or on injury, mild body tension

5 – 6: Moderate to severe pain; looks uncomfortable when resting, anxious; pulls away when injury touched, moderate body tension

7 – 8: Severe pain; unsettled, crying, biting or chewing at wound; difficulty maintaining comfortable position; increased respiratory rate, guards painful area, significant body tension when injury touched

9 – 10: Worst pain possible; panting; constantly groaning or screaming when unattended, may be aggressive to palpation, cries at non-painful palpation, severe body tension

**NOTES** (Include any additional information such as location/country, euthanized/Killed In Action, treatment regimens that were used to treat the patient, blood pressure cuff size and location, etc.)

**FIRST RESPONDER NAME** (self-explanatory)

**AOC/MOS** (self-explanatory)

APPENDIX 2

INSTRUCTIONS FOR COMPLETING DD FORM 3073, K9TCCC CARD (BACK OF CARD)

**TREATMENTS** (mark as appropriate and annotate location where appropriate)

**M (Muzzle):** (mark as appropriate)

**M (Massive Hemorrhage):** (mark as appropriate)

**A (Airway Control):** (mark as appropriate)

**R (Respiratory Support):** (mark as appropriate)

**C (Circulation):**

**CATHETER** (mark as appropriate)

**FLUIDS** (fill out as appropriate and complete as possible)

**H (Hypo/hyperthermia):** self-explanatory

**H (Head Injury):** self-explanatory

**MEDICATIONS** (Mark the medication given and write the route and time given.)

**OTHER** (self-explanatory)

**DISPOSITION OF THE FORM**– (The form must be kept with the K9 until the form can be put into the K9’s record.) Pass the card to the next treatment facility. 1) Scan and email the card to [dha.mwdtraumaregistry@health.mil](mailto:dha.mwdtraumaregistry@health.mil). 2) Put the card into the K9’s hard copy record.

**CAVEAT:** For U.S. Special Operations Command Multi-Purpose Canines, DD Form 3073 will be filled out and returned to the handler or operator. The handler or operator will route the card to their respective veterinarian for input into the Multi-Purpose Canine’s record and then forward it to DoDMWDTR.

**ACRONYMS USED ON THE DD FORM 3073**

CRIC – cricothyrotomy  
ETI – endotracheal intubation  
GSW – gunshot wound  
IED – improved explosive device  
IO – intraosseous  
IM- intramuscular  
IV- intravenous

MVC – motor vehicle collision  
NDC – needle decompression  
OTI – orotracheal intubation  
TQ – tourniquet  
TRACH – tracheostomy  
TXA – tranexamic acid

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

CCMD	Combatant Command
DoDMWDTR	Department of Defense Military Working Dog Trauma Registry
DHA	Defense Health Agency
DHA-PI	Defense Health Agency-Procedural Instruction
DoW WD	Department of War Working Dog
DSO	Document Services Online
eVHR	electronic veterinary health record
K9TCCC	K9 Tactical Combat Casualty Care
MILDEP	Military Department
POI	point of injury
Pre-VTF	Pre-Veterinary Treatment Facility

PART II. DEFINITIONS

Unless otherwise noted, these terms and their definitions are for the purpose of this DHA-PI.

first responder. Medical or non-medical personnel who provide initial and/or immediate aid, buddy aid, POI care, and/or canine tactical field care and stabilization for evacuation to the next health service support capability in the roles of care and treats active duty and reserve members for common minor illnesses per Reference (i).

Tactical Combat Casualty Care. A set of trauma management guidelines customized for use in the operational setting that maintains a focus on the most common causes of preventable deaths resulting from combat per Reference (j).