

**BY ORDER OF THE COMMANDER  
59TH MEDICAL WING**

**59TH MEDICAL WING INSTRUCTION 44-158**



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**Medical**

**REPORT OF HEARING EVALUATION  
DOCUMENTATION**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements Air Force Policy Directive 44-1, *Medical Operations*. This instruction describes the proper completion and submission of 59th Medical Wing (MDW) Form 3323, *Report of Hearing Evaluation*, for documentation of audiologic care provided at Wilford Hall Ambulatory Surgical Center. This instruction only applies to personnel assigned, attached or under contract to the Audiology Clinic at Wilford Hall Ambulatory Surgical Center. This instruction does not apply to the Air National Guard, Air Force Reserve or personnel providing audiologic care at the San Antonio Military Medical Center. This publication requires the collection and or maintenance of information protected by the Privacy Act of 1974 authorized by 10 U.S.C. 55, *Medical and Dental Care*, and E.O. 9397 (SSN). The applicable SORN F044 AF SG D, and Automated Medical/Dental Record System is available at: <http://dpclo.defense.gov/privacy/SORNs/SORNs.htm>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility using the AF Form 847, *Recommendation for Change of Publication*. The authority to waive requirements is the publication approval authority. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System Records Disposition Schedule.

**SUMMARY OF CHANGES**

This document has been substantially revised and must be completely reviewed. Major change include an updated 59 MDW Form 3323.

**1. Overview.** The purpose of 59 MDW Form 3323, *Report of Hearing Evaluation*, is to document the audiometric results obtained in routine audiologic evaluation. The form documents the following:

- 1.1. Audiologic/otologic symptoms.
- 1.2. Pure tone audiometry to include:
  - 1.2.1. Air conduction thresholds.
  - 1.2.2. Bone conduction thresholds.
- 1.3. Transducer type.
- 1.4. Speech audiometry results to include:
  - 1.4.1. Word recognition scores.
  - 1.4.2. Speech reception thresholds.
- 1.5. Immittance results to include:
  - 1.5.1. Tympanometry.
  - 1.5.2. Acoustic reflex thresholds.
- 1.6. Otoacoustic emissions results.
- 1.7. Stenger results.
- 1.8. Evaluation reliability.
- 1.9. Otoscopic examination.
- 1.10. Audiogram legend.

**2. Personnel Responsibilities.** The 59 MDW Form 3323 is utilized by audiologists and technicians. Audiologists document clinical encounters and make changes when required, and technicians document periodic data and changes as they occur.

**3. Form Submission.** The out-patient documents are scanned and loaded as notes into Armed Forces Health Longitudinal Technology Application. Once all paper documents are scanned, they are shredded.

NICOLA A. CHOATE, Colonel, USAF, MC  
Chief of the Medical Staff

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

***References***

AFPD 44-1, *Medical Operations*, 1 September 1999

***Prescribed Form***

59 MDW Form 3323, *Report of Hearing Evaluation*

***Adopted Form***

AF Form 847, *Recommendation for Change of Publication*

***Acronyms and Abbreviations***

**IAW**—In Accordance With

**MDW**—Medical Wing