



DEPARTMENT OF THE ARMY
HEADQUARTERS, CARL R. DARNALL ARMY MEDICAL CENTER
36000 DARNALL LOOP
FORT HOOD, TEXAS 76544-4752

REPLY TO
ATTENTION OF:

MCXI-DFCM-EF

27 April 2010

MEMORANDUM: For Army Community Service (ACS) Exceptional Family Member Program (EFMP)

SUBJECT: Updating Exceptional Family Member Program (EFMP) Outdated Enrollments

1. Purpose. To provide directive and guidelines for Carl R. Darnall Army Medical Center (CRDAMC), EFMP to update expired enrollments.
2. Facts.
 - a. Reference Army Regulation 608-75, Exceptional Family Member Program (EFMP).
 - b. Reference Operations Order 10-035: Exceptional Family Member Program Enrollment (U), 301942Z Mar 10.
 - c. All Soldiers that have been identified as having an Exceptional Family Members (EFMs) are responsible for ensuring the medical and/or educational needs updated every three years and kept current as conditions change, or whichever occurs first.
3. Updating.
 - a. Soldiers or Family members will report to the CRDAMC EFMP Office, Rm 1243A, in C.R. Darnall Army Medical Center to obtain a copy of the EFMP Summary Report.
 - b. The Soldier or Family member will receive the EFMP Summary Report and a DD 2792 and/or DD 2792-1 to take to the EFM's Primary Care Manager (PCM), and/or school to have completed. Instructions will be given at that time to the Soldier or Family member.
 - c. Once the DD 2792/DD 2792-1 is completed they will return the form back to the CRDAMC office for reviewing and processing.
 - d. The CRDAMC EFMP Coordinator will review the DD 2792 with the Soldier or Family member to ensure information is correct and accurate before processing to the coding center.
 - e. The CRDAMC Case Coordinator will send the updated DD 2792/2792-1 to the Southern Regional Medical Command (SRMC) at Fort Sam Houston for coding daily.

f. Once SRMC has inputted the updated information in the PERNET system this will be reflected on the Soldier's Enlisted Record Brief/ Officer Record Brief (ERB/ORB).

g. Once the DD 2792/2792-1 has been reviewed by a CRDAMC Case Coordinator it will be annotated as updated on a list to be provided to ACS EFMP on a weekly basis.

4. Point of Contact is the undersigned at 288-8099.

Lisa A Schimmels for

LISA A SCHIMMELS

CRDAMC EFMP Case Coordinator