

CIVILIAN SCREENINGS FOR EFMP

Developed for Civilian employees who are moving from CONUS to OCONUS or OCONUS to OCONUS.

1. The gaining Civilian Personnel Assistance Center is responsible for ensuring the EFMP screening process is completed PRIOR to providing an estimated on duty station date. You will need
 - Completed DA 5863
 - Projected community of assignment.
2. Be aware that you are making a commitment pursuant to your contract with the United States military in an overseas area. Assignments will not be terminated because you have an Exceptional Family Member, however, falsification of forms may be grounds for disciplinary measures up to and including termination of employment.
3. If any of the questions on the second page of the DA 5863 are answered “yes”, your Family member’s doctor or your Family member’s school will need to complete a DD 2792 and/or a DD 2792-1. A copy of the Family member’s Individualized Family Service Plan or Individual Education Program needs to be submitted to the gaining CPAC along with the DD forms and the DA 5863.
4. The CPAC will forward the paperwork to the PRMC EFMP office for review, coordination with DoDDS-Pacific as needed, and recommendations will be sent back to the CPAC representative. The CPAC representative is responsible for advising you of the results and options if travel is NOT recommended due to lack of medical services. Be advised that you, the employee, are responsible for finding, obtaining, and paying for all of your Family’s health care while in the overseas area. Care at the local health clinic is on a space available basis in pay patient status ONLY.
5. There is NO EFMP enrollment procedure for civilian employees. If you have special needs and would like to participate in support groups or need other assistance, contact your local Army Community Service EFMP manager for assistance.
6. Contact your local Army Community Service (ACS) Exceptional Family Member Program (EFMP) Manager if you have any questions concerning Family members with special medical or educational needs

**START EARLY AND KEEP INFORMED OF THE PROGRESS
OF YOUR REQUEST**