

**Military OneSource Program  
Policies and Procedures  
Attachment 26**

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**SUBJECT: MILITARY ONESOURCE TRAINING RESOURCE COMPENDIUM**  
**Effective Date: 02/27/2012**

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**REFERENCES:**

1. OSD Military OneSource Exceptional Family Member Program Policies and Procedures.

**PURPOSE:** To provide direction and guidance on Military OneSource Program and the Exceptional Family Member Program. The Contractor is responsible for ensuring MOS staff and network providers adhere to the policies and procedures pertaining to the Exceptional Family Member Program. This Training Compendium will assist in referring service members and their families to the Exceptional Family Member Program.

- 1. INSTRUCTIONS FOR ENROLLMENT**

Instructions for Completing DD Form 2792 Exceptional Family Member Medical Summary

<http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd2792.pdf>

Instructions for Completing DD Form 2792-1 Exceptional Family Member Special Education/Early Intervention Summary

<http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd2792-1.pdf>

- 2. EFMP ROLES and RESPONSIBILITIES:**

Points of contact for EFMP family support are:

- Army – EFMP Manager at Army Community Services
- Marine Corps – EFMP Family Case Worker at Marine Corps Community Services
- Navy – EFMP Liaison at Fleet and Family Support Centers
- Air Force – EFMP Family Support Coordinator at Airman and Family

- 3. PROGRAM RESOURCES**

**MilitaryHOMEFRONT** - A Resource for Military Families with Special Needs –  
[www.militaryhomefront.dod.mil/efm](http://www.militaryhomefront.dod.mil/efm)

**HOMEFRONTConnections** – An online DoD social networking site for military families with special needs to communicate and connect with each other -  
<https://apps.mhf.dod.mil/homefrontconnections/>

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**TITLE:** DoD Instruction 1315.19, "Authorizing Special Needs Family Members Travel Overseas at Government Expense", 12/20/2005

**SUMMARY:** This Instruction provides guidance, assigns responsibilities, and prescribes procedures for authorizing family member travel at government expense for active duty Service members who are assigned overseas and who have family members that meet the DoD criteria for identifying a family member with special needs and processing civilian employees who have family members with special needs for an overseas assignment.

A Resource for **Service Providers** Working with Military Families with Special Needs:  
<http://www.militaryhomefront.dod.mil/l/specialneedsefmp/policy>

**Services' Exceptional Family Member Program Websites** - The following links are for Service websites with information about the Exceptional Family Member Program:

Visit **MilitaryINSTALLATIONS** to locate an installation EFMP Manager/Coordinator or other EFMP/Special Needs POC. <http://www.militaryinstallations.dod.mil>

**RESPITE CARE RESOURCES:**

- a) TRICARE Extended Care Health Option: In-home respite care services (Note: Only one of the following respite care benefits may be used in a calendar month.)
- b) ECHO Respite care-16 hours per month when receiving other authorized ECHO benefits
- c) EHC Respite care-up to 40 hours per week (eight hours per day, five days per week) if homebound
- d) TRICARE ECHO Website:  
<http://tricare.mil/mybenefit/ProfileFilter.do?puri=%2Fhome%2Foverview%2FSpecialPrograms%2FECHO>

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**FREQUENTLY ASKED QUESTIONS**

- My spouse has PCS orders to Denver Colorado, our child has cerebral palsy and we need to know if Colorado has a state Medicaid HCBS waiver, and if they do, what types of services, supplies or equipment would they have? Do they provide diapers or special supplemental formula?
- Does this state provide supplemental Social Security Income (SSI) and would we automatically be eligible for the state Medicaid program if we are eligible for the SSI?
- What kinds of services or programs does this area have for children with Autism Spectrum Disorders?
- How close is the nearest Military Treatment Facility and what type of specialty providers do they have at the MTF and in the network?
- What should I do to prepare my child for his/her transition to a new school in another State? Should I fax a copy of our child's IFSP/IEP?
- We have orders to Hawaii. I would like to speak to other parents in the school district where we may be going, is there a local support group or advocacy group?
- My child's doctor is recommending medicating our child to address some of the behavioral problems he/she has and I'm having a difficult time making a decision...
- My child has been diagnosed with a terminal/life threatening condition and I don't know how to talk to him/her about the disease and their prognosis, please help.
- I am having a difficult time dealing with his deployment and the kids, what do I need to do to get him to come back home?
- We're PCSing overseas to Germany and we've been told the school and MTF has the facilities and providers to care for our child who has severe Adams-Oliver syndrome however I would like to know how accessible Germany is for people with physical disabilities?
- My spouse has MS and we need a handicapped accessible house when we PCS. What's available on base and what kind of support (transportation, daily living support etc) is available for her in the event that I may be deployed?

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- My child needs skilled nursing care and we need help. Where can I find respite care? sources. The school is telling us they don't have funding in their budget for assistive technology.
- Our medical bills are piling up and I don't know what to do. TRICARE didn't pay for all of my spouse's care and I don't understand why!
- We're having problems with the school. They aren't complying with our child's IEP and I'm ready to get a lawyer. Where can I find an attorney who specializes in special education disputes?
- My son turns 18 in three months and I've been told we need a lawyer to have him/her declared incapacitated so that we have control over his medical and financial needs. Where do I start and what do I need to know? What about DEERS? Will he still be eligible for TRICARE when he becomes an adult?
- We just received a letter from the Social Security Administration and they're saying we owe them over \$5,000 because we were overpaid SSI. Where can I get help? I don't think we did anything wrong, we spent the money appropriately and kept a log of everything.

**EXCEPTIONS:** There are no exceptions to this policy without Government MOS Program Office written approval.