

Exceptional Family Member Program

Department of the Navy - Bureau of Medicine & Surgery

Program Overview

- The Navy's Exceptional Family Member Program (EFMP) is designed to assist sailors by addressing the special needs of their exceptional family members (EFM) during the assignment process. Special needs include any special medical, dental, mental health, developmental or educational requirement, wheelchair accessibility, adaptive equipment or assistive technology devices and services. EFMP/special needs guidance is contained in:
 - **DOD Instruction 1315.19**, 20 Dec 05, Authorizing Special Needs Family Members Travel Overseas at Government Expense
 - **SECNAV Instruction 1754.5B**, 14 Dec 05, Exceptional Family Member Program
 - **OPNAV Instruction 1754.2B**, 16 Jun 03, Exceptional Family Member Program
 - **BUMEDINST 1300.2A**, 23 Jun 06, Suitability Screening, Medical Assignment Screening and Exceptional Family Member Program (EFMP) Identification and Enrollment
- The primary goal of the EFMP is to ensure the special needs of EFM can be met at a new assignment location. EFMP enrollment information enables Navy detailers to proactively consider a family member's special need requirements during the assignment process and to pinpoint the assignment to a location with appropriate resources that address the special needs. Successful implementation requires up-to-date enrollment information and extensive coordination among the personnel, medical, and educational communities.
- EFMP enrollment is mandatory and required immediately upon identification of a special need. Command points of contact and Navy military treatment facility (MTF) EFMP coordinators can assist service and family members with the enrollment process. **DD Form 2792 (9-03), Exceptional Family Member Medical Summary** and **DD Form 2792-1 (9-03), Exceptional Family Member Special Education/Early Intervention Summary**, are used for enrollment. DoD civilian employees and their family members do not enroll in the EFMP.
- There is a reluctance to enroll because of misconceptions that EFMP enrollment may limit assignments and career advancement, or preclude family members from accompanying sponsors on overseas tours. These negative perceptions are not supported by fact. Sailors enrolled in the EFMP have always received equal consideration for accompanied assignments and for promotions.
- There are six EFMP enrollment categories which include:
 - **Category I** – for monitoring purposes only
 - **Category II** - pinpoint to specific geographic locations
 - **Category III** - no overseas assignments
 - **Category IV** - major medical areas in CONUS
 - **Category V** - homesteading
 - **Category VI** - temporary enrollment - update required in 6-12 months
- The **Navy Personnel Command (NAVPERSCOM)** in Millington, TN is the proponent for EFMP. Contact info for EFMP operations (PERS-451) is: CML 901-874-4390, DSN 882-4390 or email: charles.matthews@navy.mil. Contact info for EFMP policy (N151) is: CML 901-874-6770, DSN 882-6670 or email: marcia.hagood@navy.mil. NAVPERSCOM is responsible for:

- Prescribing EFMP enrollment and disenrollment procedures.
 - Coordinating detailing procedures including those for severely disabled EFM.
 - Prescribing procedures for expeditious screening and forwarding of EFM forms from the sponsor or MTF via the Central Screening Committee to the EFMP Manager.
 - Establishing and maintaining a database of enrolled service members with EFM.
 - Establishing and maintaining a current EFM resource database which includes medical, educational, and support agencies, facilities, and services in key fleet concentration areas.
 - Developing and periodically conducting training and information campaigns.
 - Providing relocation assistance.
- The **Bureau of Medicine and Surgery (BUMED)** in Washington, DC also has EFMP responsibilities. BUMED (M322) EFMP contact info is: CML 202-762-3451, DSN 762-3451, or email: sddempsy@us.med.navy.mil. BUMED & Navy MTFs are responsible for:
 - Developing policy for healthcare providers and patient administrators to identify and enroll eligible family members in the EFMP.
 - Maintaining Central Screening Committees comprised of healthcare providers who review completed EFMP applications and recommend disposition to NAVPERSCOM.
 - Identifying an EFMP coordinator at each Navy MTF who will assist staff and service members with the application process and provide necessary enrollment forms.
 - Providing training, as necessary, to all area commands on the EFMP.
 - At an overseas MTF, coordinating early intervention, special education and related services with the cognizant Department of Defense Dependents School (DODDS) special education coordinator and/or military service with responsibility for Educational and Developmental Intervention Services (EDIS).
 - Each military component has developed its own program that addresses special needs and assignment coordination. For additional information contact:
 - **Marine Corps**, HQ, USMC, Quantico, VA, Telephone: 703-784-9654/0298 or e-mail: michael.silasor@usmc.mil or reeshemah.bugg@usmc.mil
 - **Army**, Army MEDCOM, San Antonio, TX, Telephone: 210-221-8926/6476 or e-mail: audrey.ardison@cen.amedd.army.mil
 - **Air Force**, AFSMA/SGOF, Falls Church, VA, Telephone: 703-681-6320 or e-mail: carol.copeland@pentagon.af.mil
 - **Coast Guard**, HQ, USCG, Washington, DC, Telephone: 202-267-6731 or e-mail: jpurdy@comdt.uscg.mil
 - Additional information can be found in the following publications (available at each command, Fleet and Family Support Center, or Navy MTF) or websites:
 - **Exceptional Family Member Program Resource Guide** (NAVPERS 15614F)
 - **Children With Special Needs - A Navy Parent Handbook**
 - **The Navy Exceptional Family Member Program** (VCR or DVD - NAVPERS 806683)
 - **Navy EFMP** <<http://www.npc.navy.mil/CommandSupport/ExceptionalFamilyMember/>>
 - **USMC EFMP** <<http://www.usmc-mccs.org/efmp>>
 - **Military Homefront** <<http://www.militaryhomefront.dod.mil>>
 - **Military OneSource** <<http://www.militaryonesource.com>>
 - **DoD Special Needs Network** <www.efmconnections.org>
- EFMP forms:**
Medical Summary (ALL dependants) - **DD2792**
<http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd2792.pdf>
Education Summary (for all school age children ages 3+)-**DD2792-1**

EFMP Enrollment Process

Special needs are:

- Identified during routine healthcare (MTF or TRICARE Health Provider)
- Self-identified (Service or Family Member)
- Identified during Suitability Screening (Suitability Screening Coordinator)

Special needs include any special medical, dental, mental health, developmental or educational requirement, wheelchair accessibility, adaptive equipment or assistive technology devices and services.

Step 1: Refer the service and family member to the MTF EFMP Coordinator who assists with completing DD Form 2792, Nov 06, Exceptional Family Member Medical Summary or DD Form 2792-1, Nov 06, Exceptional Family Member Special Education/Early Intervention Summary.

For school age children, both the Medical and Special Education summaries must be completed and signed by appropriate medical and educational officials.

Step 2: The MTF EFMP Coordinator forwards completed enrollment forms to the appropriate regional Central Screening Committee (CSC), which includes NMC Portsmouth, NMC San Diego and USNH Yokosuka.

Step 3: The CSC reviews the enrollment forms, recommends a category code, and forwards the forms to the Navy EFMP (PERS-451) in Millington, TN or to the USMC EFMP in Quantico, VA.

There are six Navy EFMP enrollment categories:

- **Category I** – for monitoring purposes only
- **Category II** - pinpoint to specific geographic locations
- **Category III** - no overseas assignments
- **Category IV** - major medical areas in CONUS
- **Category V** - homestead location
- **Category VI** - temporary enrollment - update required in 6-12 months

Step 4: PERS-451 confirms the category code and enters the enrollment data into an EFMP database.

Personnel assignment managers (detailers) use the EFMP enrollment data to pinpoint assignments to locations with appropriate resources that can address the special needs.