



THE ASSISTANT SECRETARY OF DEFENSE

1200 DEFENSE PENTAGON
WASHINGTON, DC 20301-1200

14 May 2012

HEALTH AFFAIRS

MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY (MANPOWER
AND RESERVE AFFAIRS)
ASSISTANT SECRETARY OF THE NAVY (MANPOWER
AND RESERVE AFFAIRS)
ASSISTANT SECRETARY OF THE AIR FORCE (MANPOWER
AND RESERVE AFFAIRS)
COMMANDANT, UNITED STATES COAST GUARD

SUBJECT: Enrollment of Active Duty Service Members in Terminal Leave Status

References: (a) Title 32, Code of Federal Regulations (CFR), Part 199.17(b)(2)
(b) Health Affairs/TRICARE Management Activity, TRICARE Operations
Manual, Chapter 8
(c) Title 10, United States Code, Chapter 55, Section 1074(a)(1)

This memorandum describes the enrollment policy for Active Duty Service members (ADSMs) in terminal leave status. It restates our policy and provides further guidance on how ADSMs can access health care services while on terminal leave. This policy memorandum cancels and supersedes Health Affairs (HA) memorandum, "Enrollment of Active Duty Service Members in Terminal Leave Status," November 8, 2006, and HA Policy, 09-001, "Policy Memorandum for Preauthorization of Routine and Urgent Medical Care Provided by the Department of Veterans Affairs to Active Duty Service Members in Terminal Leave Status," January 16, 2009.

Title 32, CFR, Part 199.17(b)(2), which governs TRICARE, mandates that ADSMs must be enrolled in TRICARE Prime. This requirement does not end when an ADSM goes on terminal leave. An ADSM in terminal leave status shall remain enrolled in TRICARE Prime at his or her final duty station to ensure the ADSM remains fit for discharge until his or her separation or retirement date. Any significant changes in health status during the terminal leave period can affect the final separation or retirement date.

The Services shall ensure that ADSMs departing their final duty station are briefed about how they should access health care services while in terminal leave status. The briefing should also include ADSMs' requirement to report changes in medical status to their TRICARE Prime enrollment site, either Military Treatment Facility (MTF) or Military Medical Support Office (MMSO). MMSO is the point of contact (POC) for ADSMs separating or retiring from a continental U.S. TRICARE Prime Remote (TPR) area. MMSO will continue to provide them preauthorization for civilian medical care. MMSO can be contacted at (888) MHS-MMSO, or (888) 647-6676.

During the terminal leave period, an ADSM in need of urgent private sector care must receive a referral and authorization from his or her MTF Primary Care Manager (PCM) located at the ADSM's final duty station. Routine private sector medical care is authorized only as part of the ADSM's active health care needs and should be pre-planned and pre-authorized collaboratively by ADSM with his or her PCM or, in the case of an ADSM enrolled in TPR, with MMSO. All ADSMs entering into terminal leave shall be briefed on the multitude of Department of Defense (DoD) and Veterans Affairs (VA) behavioral/mental health resources available to them. This information can be found at <http://www.tricare.mil/mentalhealth/resources.aspx>.

In addition to the above, the Services shall, at a minimum, inform an ADSM departing on terminal leave of the following:

- ADSMs on terminal leave may receive routine or urgent care at a VA medical facility. The Services shall determine if an ADSM intends, while in terminal leave status, to reside outside of the Prime Service Area of the MTF where the ADSM is enrolled. If that is the case, the MTF, utilizing procedures specified in Reference (b), shall issue to the TRICARE Managed Care Support Contractor (MCSC) a single preauthorization for the ADSM to obtain from VA any necessary routine or urgent outpatient medical care. The period covered by this preauthorization shall be the entire anticipated span of the terminal leave period. This preauthorization shall be sent to MCSC before the ADSM departs his or her final duty station to commence terminal leave. It shall not include authorization for any private sector care or specialty care.
- By statute (Reference (c)), ADSMs are entitled to medical and dental care in any facility of any uniformed service. An ADSM on terminal leave has the same priority for MTF care as does any other ADSM, regardless of from which DoD MTF the care is sought. If the MTF must send the ADSM to the civilian network for needed care, the MTF and the TRICARE contractor for the region where the health care will take place will follow normal referral management, authorization, and claims adjudication procedures per the TRICARE Operations Manual; there is no requirement to seek pre-approval with the ADSM's enrollment site (MTF or MMSO).
- For each episode of care to be sought in the private sector, an ADSM whose final duty station is overseas and who chooses to remain overseas while on terminal leave must secure a referral and authorization from MTF that is located at the ADSM's final duty station. ADSMs enrolled in TRICARE Overseas Prime Remote shall seek the referral and authorization from the TRICARE Overseas Program contractor, International SOS Assistance, Inc. (ISOS), which may be reached at (877) 451-8659.

- TRICARE overseas ADSMs traveling or returning stateside while on terminal leave should contact ISOS at (877) 451-8659 for private sector care authorizations.

The POC for this action is Ms. Shane Pham, TRICARE Management Activity. Ms. Pham may be reached at (703) 681-0039, or Shane.Pham@tma.osd.mil.

Jonathan Woodson, M.D.

cc:

Surgeon General, United States Army

Surgeon General, United States Navy

Surgeon General, United States Air Force

Chief Medical Officer, United States Coast Guard