

INSPECTION CHECKLIST SUBJECT		Functional Area	LAST REVISION DATE	NEXT REVIEW DATE
Exceptional Family Member Program (EFMP) - Co & Bn Level		EFMP	1 Nov 11	31-Oct-12
PROPONENT	TELEPHONE	UNIT EVALUATED		DATE
Army Community Service - EFMP Office	967-9704			
		POINTS		"GO" Required on all CRITICAL TASKS.
		Value	Earned	REMARKS
A. REFERENCES				
1. AR 55-46, Travel Overseas, 20 Jun 94. (Hard copy or on CD/Media Device)		5		
2. AR 608-75, Exceptional Family Member Program, 22 Nov 08. W/RAR 001 dtd 24 Feb 11. (Must be Hard Copy)		15		CRITICAL TASK
3. AR 612-201, Initial Entry/Prior Service Trainee Support, 24 Feb 11. (Hard copy or on CD/Media Device)		5		
4. AR 600-8-101 Personnel Processing, 16 Jan 06. (Hard copy or on CD/Media Device)		5		
5. DA Pam 600-8-101 Personnel Processing, 28 May 03. (Hard copy or on CD/Media Device)		5		
6. DA ALARACT msg 325/2011, Changes to Exceptional Family Member Program (EFMP) Policies and Procedures, Aug 11. (Hard copy or on CD/Media Device)		5		
7. OPOD 10-035, EFMP Enrollment, Mar 10. (Hard copy or on CD/Media Device)		5		
AREA A TOTAL:		45		
B. STANDARDS				
1. Is the Command routinely ensuring that unit Soldiers don't have expired EFMP enrollment verified via a MEDPROS report, a Datastore query, or ERB/ORB? ALARACT 325/2011		25		CRITICAL TASK
2. Have Soldiers with expired EFMP enrollments been counseled IAW ALARACT 325/2011?		15		
3. Have Soldiers with expired EFMP enrollments been referred to the Medical Treatment Facility EFMP Office - (JBLM EFMP located at Madigan Healthcare System). AR 608-75, Ch 3, 3(1).		15		
AREA B TOTAL:		55		
C. UNIT BEST PRACTICES				
NOTE: Company level commands should consider integrating EFMP enrollment and expiration verification onto the unit's in-and-out processing checklist.		NA		

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OVERALL INSPECTION SCORE/RATING and COMMENTS

INSPECTED AREA	POINTS				RATING (circle one):	
	POSSIBLE	AWARDED	% of Score	Area Rating		
A. REFERENCES	45		0%		C	Commendable (100% of possible points)
B. STANDARDS	55		0%		T	Trained (80% to 99% of possible points)
					P	Practice (65% to 79% of possible points)
					U	Untrained (less than 65% of possible points)
					TOTAL SCORE ACHIEVED	
TOTAL:	100		0%			0%

INSPECTORS NAME, PHONE NUMBER, & COMMENTS: NOTE: EFMP enrollment and expiration dates can be verified via a Soldier's/Officer's ERB/ORB, this is located on the right side of the ERB/ORB and reflects the "EFMP Enrollee's Expiration Date." Unit EFMP reports/Soldier status' can be generated via MEDPROS and Datastore queries (e-Milpo). For assistance on running MEDPROS and Datastore queries contact the EFMP Office at 967-9704.

Note: Regardless of the total point value assigned to any sub area of the inspection, any shortfall item that is deemed a CRITICAL TASK will result in that particular sub-area being rated UNTRAINED ("U").

REFERENCES			
1.	AR 55-46, Travel Overseas. 20 Jun 94.	5.	DA Pam 600-8-101 Personnel Processing. 28 May 03.
2.	AR 608-75, Exceptional Family Member Program, 22 Nov 06, w/RAR 001, 24 Feb 11.	6.	ALARACT 325/2011, Changes to Exceptional Family Member Program (EFMP) Policies and Procedures. Aug 11.
3.	AR 612-201, Initial Entry/Prior Service Trainee Spt. 24 Feb 11.	7.	OPORD 10-035, EFMP Enrollment. Mar 10.
4.	AR 600-8-101 Personnel Processing. 16 Jan 06.		