

Pre-Deployment Checklist For Married Soldiers

Yes	No	N/A	
GENERAL			
			Does your Spouse have phone numbers for Rear Detachment, FRG, Housing, Red Cross, landlord, mortgage company?
			Do you, your Spouse, and all eligible Family Members have current ID cards and are they valid until after you return?
			Does your Family know how to obtain a new ID card if needed? Do they have a Power of Attorney to do so? DEERS (253) 967-5065
			If your Spouse will deliver while you are deployed, she will need a Power of Attorney to enroll the baby into DEERS.
			Does your Family have a copy of your Deployment Orders?
			Does your Unit have a complete and current address and telephone number for your Family?
			If your Spouse does not speak English, do you have an interpreter to assist in translating? Military One
			Have you gathered the following information (best kept together in a binder):
			Marriage Certificate
			Birth Certificate
			Insurance Policies (life, home, automobile, etc) check whether you need a Power of Attorney to file a claim during the Soldier's deployment
			Family Social Security Cards
			Deeds and/or mortgage papers
			Rental/Lease papers
			School registration papers
			Proof of Soldier's service documents
			Copies of Soldier's Orders and all endorsements
			Court Orders for support and custody of legal dependents
			Powers of Attorney
			Passports
			Adoption Papers
			Death Certificates
			Vehicle Titles
			Have you discussed your Service Member's Group Life Insurance (SGLI) with your Spouse?
			Have you discussed the Declaration of Beneficiaries, etc, as stated on your DD93?
			Have you discussed your wishes should something happen to you downrange? Is this written on your DD93?
			Who have you allotted as the PADD on your DD 93, and are they aware of their responsibilities?
			If your Spouse moves during the deployment, you must update your DD93 with current address.
			Is your Spouse familiar with Care Teams? ACS: (253) 967-8430
			Is your Spouse connected to the FRG or at least on their contact lists?
			Will there be immigration concerns while you are deployed? ACS assists with INS issues. ACS: (253) 967-7166
			Have you attended an ACS Pre-deployment Workshop? (253) 967-8430
			Have you attended an ACS Children and Deployment Workshop? (253) 967-8430
			Does your spouse know how to initiate a Red Cross Emergency Message should there be a hospitalization or death in the family? Red Cross: 877-272-7337
			Contact your cell phone provider to suspend your contract until you return.
FINANCE			

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			Are bank accounts and/or credit union accounts in both names with an "or" rather than an "and" between the names?
			Does your bank required a Special Power of Attorney?
			Does your Spouse have account numbers, bank books, checkbooks, ATM cards?
			Have you discussed a budget for the both of you?
			Does your Spouse know the amounts of all bills, when due and where to send? (it is best to write these
			Does your Spouse have a list of automatic deposits and withdrawals/payments made to financial accounts (paycheck, insurance, loan, or bill payments)?
			Does your Spouse have restricted access to MYPAY.com? (with a restricted access, Spouse may only view and print)
			Does your Spouse have access to copies of State and Federal income tax returns for the last five years, the name, address and phone number of the person or company who helped you with your return last year,
			Have you pulled your credit reports? Annualcreditreport.com ACS can assist with review and issues; (253) 967-7166.
			Are you familiar with the Savings Deposit Program available when you deploy? 2.5% quarterly interest rate. Contact your military finance office for information.
Medical			
			Are all Family Members enrolled in DEERS (Defense Eligibility Enrollment Reporting System)?
			Does your Spouse have family medical cards? (TRICARE)
			Does your Spouse have the family immunization records and are all shots up to date?
			Does your Spouse know all medications and allergies of all Family Members? (If relocating, request a 3
			Do you have Living Wills?
			Do you have a Family Member with special needs? Are they enrolled in EFMP and connected with the ACS EFMP (253) 967-7166.
			If your Spouse relocates during the deployment, contact TRICARE to inform them of the move. Coverage may be different...this is very important.
Automobile			
			Does your Spouse know how to drive, and if not, have you discussed transportation while you are deployed or attending a driving school? Assisting with transportation is not a FRG function.
			Does your Spouse have all of the necessary automotive papers (title, registration, insurance policy, warranties, battery guarantee, and road service card)?
			Is your vehicle registered on post and is it valid until you return from deployment? If not, does he/she have a POA to get the vehicle registered?
			Is the periodic maintenance on your vehicle up-to-day (oil change, lubrication, tune-up, fluid levels)?
			Is the equipment in good condition (brakes, tires, spare tire, battery, lights)? ACS may be able to assist if you cannot afford.
			Is the insurance policy adequate and does your Spouse understand the policy?
			Is the vehicle registration/license (tags) current and renewal date and process known?
			Are all driver's licenses current, to include the deploying Soldier's?

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			Do you have road service policy that includes coverage for your Spouse (if desired, provides assistance
			Does your Spouse know:
			the correct tire pressure and how to inflate and check tires?
			how to check and add oil if needed?
			what gas to use?
			where to go for maintenance and repair services?
			how to get emergency road service?
			where the extra set of car keys are?
			where the spare is located and how to change a tire?
			Do you have an emergency kit for your vehicle? Flares, water, triangles, jumper cables, etc
			If vehicle will be stored or not driven, contact insurance company for lower payment.
			Have you checked on a roadside assistance company to assist while you are gone?
Housing			
			Does your Spouse know the name and telephone number of the housing office, landlord, or mortgage company, electrician, plumber?
			Does your Spouse know the emergency work order number for on post housing?
			Does your Spouse and older children know the location of the:
			water control valve and how to shut off the water in case of broken or leaking pipes?
			gas control valve and how to shut off the gas in the case of a fire or leaking gas?
			electrical control box and how to replace a fuse?
			If you are on the list for government housing, have you provided the housing office with a telephone
			If you receive government housing while you are deployed, what type of POA will you need for your Spouse to accept the house and also to arrange transportation of household goods? Check with Housing and transportation (JPPSO)
			If your family will leave government housing for an extended time frame (more than 2 weeks), a Vacations and Extended Absence for needs to be submitted to Housing.
			If someone will come to live with your family while you are deployed, a Guest Sponsorship form is required at least one month prior to the deployment. Spouse will need a POA to submit this form after you have
Legal			
			Are there any upcoming legal proceedings that may take place while you are deployed? Talk to JAG about filing Service Members Civil Relief Act documentation to postpone proceeding.
			Will there be immigration concerns while you are deployed? ACS assists with INS issues. ACS: (253) 967-7166
			What Powers of Attorneys does your Spouse need? Housing, military finance, military transportation, contracts, new baby, vehicles, taxes, AER, etc.
			Does your Spouse have the name, address, and telephone number of your private or military attorney or legal advisor?
			Do you and your Spouse have current Wills to specify how you want your property handled and distributed in the case of the death of either and have you discussed these matters?
			Have you considered having a Family Contingency Plan, temporary guardianship POA, in the event you are deployed and your Spouse is not available to take care of the children, i.e. hospitalization? ACS (253) 967-8430.

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Security/Safety			
			Does your Spouse, Family Member(s) know how to reach the police, MPs, fire department, ambulance, poison information center, chaplains?
			Does your home or apartment have at least a front door "peephole" and are these adequate locks on all doors and windows?
			Is your family's name on the Military Police Quarters Checklist or local police if living in a civilian community?
			Is your smoke detector working?
			Are your fire extinguishers charged and are they in good working condition? Do your Family Members
			Do your Family Members know what alternate exits they can use to leave the home from each room in case of fire or other emergency?
			Have you had a practice fire drill?
Children			
			Have you notified your child's care givers that there is an upcoming deployment?
			Have you notified the school/teachers/counselors that there is a upcoming deployment?
			Are your children registered with the on-post Child and Youth Services (CYS)?
			Is your Spouse aware of the free child care provided by CYSS throughout the deployment cycle? Sports
			Have you discussed the upcoming deployment with your children?
			Do you have deployment dolls for your children? (253) 967-8430
			246810
Operational Security (OPSEC)			
			Have you discussed OPSEC with your Family Members:
			Do not post pictures of your Soldier nor discuss what he/she is doing downrange; where they are; do not give dates of departure or return on FACEBOOK.
Counseling/Resiliency Services			
			ACS Spouse Resiliency Course: teaches how to bounce back during time of adversity; builds self-awareness, betters communication, promotes an optimistic outlook, (253) 967-3544
			Families Overcoming Under Stress (FOCUS): provides life skills to cope with the stress of deployments: (253) 966-6390
			Child and Family Assistance Center (CAFAP): provides counseling services to spouses and children, no referrals needed, walk-ins accepted: (253) 968-4843
			Family Life Center Chaplain: (253) 967-1723
			Social Work Intervention Service (SWIS): offers martial counseling for cases involving domestic violence: (253) 968-4159
			Child Guidance Clinic: provides diagnostic evals, medication consultation, individual & family counseling, complicated ADHD, parenting classes, (253) 968-6880
			Military and Family Life Consultants (MFLC): provides family and individual counseling, (253) 495-8425/8426/8427
			Military OneSource Counseling: counseling for individuals, couples, families and children, (800) 342-9647 or www.militaryonesource.com

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