

## EXCEPTIONAL FAMILY MEMBER FACT SHEET – Annapolis, Maryland

The Exceptional Family Member Program (EFMP) is a mandatory enrollment program per OPNAVINST 1754.2 series, that identifies long term medical (includes physical and emotional) and/or special educational needs of military families. Every Military Treatment Facility assigns an EFM Coordinator to facilitate the enrollment process. Fleet & Family Support Centers (FFSC) have a designated staff member, traditionally the Work & Family Life Consultant/Relocation, who provides information and referral on the program.

To receive assistance and information about TRICARE, call the local Health Benefits Advisor. **Enrollment into the EFM program is mandatory;** Service members are required to enroll as soon as special needs are known, and at least nine months prior to Projected Rotation Date (PRD). This provides your detailer enough time to work your assignment, taking into consideration Navy and family needs.

The EFM program is open to any authorized family member who meets the following criteria:



- Physical, emotional, or other developmental disability or
- Long term chronic illness or
- Long term special educational needs or
- Enrolled in DEERS and resides with sponsor (exceptions include geographical bachelors and family members receiving in patient care or in a residential setting)

**Special Needs Network** Visit Military HomeFront on the web. <http://www.militaryhomefront.dod.mil/> where you'll find a wealth of information for military families with special medical or educational needs.

**Before Departure** Contact your current base EFM coordinator if you believe you need to enroll in the program. You will need to complete an application package. Call your local Fleet and Family Support Center, or Military Medical Treatment Facility (MTF) for assistance.

**Application Procedures** Once you have obtained the application package the enrollment forms are completed by the attending physician, and/or school official. The completed forms are then returned to the MTF where they are reviewed and signed by the EFM Coordinator and forwarded to a Central Screening Committee. The process takes 4-6 weeks for the approval of enrollment by the Central Screening Committee.

**Base Housing Priority** Based on the rating or category given from the Central Screening Committee, you may be eligible for priority of base housing. You can reach the Annapolis Housing Welcome Center at (410) 293-9731

**Program Coordinator** The Navy Headquarters Program Coordinator assists commands with enrollment processing; reviews all EFM assignments; ensures assignments meet EFM needs; and assists service members in identifying resources. They also assist commands and medical facilities with early return requests; overseas and isolated area screenings; and ensures service member/family are not separated if family member fails screening, involuntary unaccompanied tours must be approved by CHNAVPERS. The Navy Headquarters Program Coordinator provides advocacy and assistance to commands and service members as well as providing education and training for EFM families. POC: Regina Bassett 410-293-2822 [regina.g.bassett.civ@mail.mil](mailto:regina.g.bassett.civ@mail.mil)

Annapolis Health Benefits Advisor: Mr. Ray Wiles, (410) 293-2276 (DSN 281-2276)

FFSC EFMP Liaison: Mrs. Marilyn Lewis (410) 293-2641 (DSN 281-2641)