

**Navy
Mobilization
Processing
Site
Norfolk, Virginia**

www.cnrma.navy.mil/reserve_affairs.htm

4/6/2004

**Demobilization
Transition
Brief**



Welcome to Navy Mobilization Processing Site (NMPS), Norfolk, VA

✍ PREPARATION FOR DEMOBILIZATION



✍ http://www.cnrma.navy.mil/reserve_affairs.htm

Navy Mobilization Processing Site (NMPS), Norfolk, VA

✍ OPENING REMARKS
– OIC/AOIC

NMPS CHAIN OF COMMAND

OFFICER IN CHARGE

CDR ALAN CARPER
(757) 445-2435

AOIC/MEDICAL DEPT

LCDR GLENN GABORKO
(757) 445-2435

LPO

HM1 SHARON NUTT
(757) 444-9171

PSD POC's

DK1 DOMINICK PAMPINO
MS. CAROL MICHAEL
(757) 445-5305

NMPS INFORMATION

HRS OF OPERATION:	(0730 - 1600)
PHONE NUMBER:	(757) 444-9171
FAX:	(757) 445-8595 -2436
CDO PHONE:	(757) 438-3375
TPU QUARTERDECK	
(after 1600):	(757) 444-1640

It is Mandatory that you muster with NMPS on a daily basis.

Demobilization Process

Timeline

- Will take 2 or more days.

Check In

- Members will be provided with a demobilization handbook.

Medical/Dental Record Screening - After Medical & Dental records are screened, make sure that all forms are correctly & completely filled out. All forms have to be signed by the physician.

Demobilization Brief

- PSD
- USERRA
- Tricare
- Veteran's Benefits
- FFSC

Check-Out

- Critique sheet for NMPS
- Return to Reserve Center for final deactivation
- Complete NMPS Checklist and sign

FORMS

✍ NMPS

- Navy Demobilization Processing Information
- NMPS Demobilization Checklist
- Reserve Demobilization Exit Survey

✍ MEDICAL

- SF-600 Form (Short form physical)
- DD Form 2697 Report of Medical Assessment
- DD Form 2796 Post-Deployment Health Assessment

✍ Dental

- Member may be eligible for dental treatment up to 180 days after separation. Information must be documented in dental record and authorization should be listed on member's DD-214.

✍ PSD

- Demobilization DD-214 Worksheet - List all active and inactive timeframes and all awards.

✍ FFSC

- Pre-separation Counseling Checklist (DD Form 2648)

Sanctuary Screening

Members who have attained 18 or more years of active service (including AD, IADT, AT, ADT, ADSW, PRC, & partial mobilization) and

- have not signed a waiver, and choose not to be separated

MAY have orders amended with approval from PERS-91 and PERS-44M.

PSD

Separation and Travel Entitlements

- Bring ASOSH (Annual Statement of Service History) to PSD (commonly referred to as “Point Capture Sheet”).
- Complete DD-214 Worksheet.
- Separation Leave (Leave balance determined by PSD). Option: sell back leave or take terminal leave.
- Final Travel Liquidation (Upon completion of your orders, after you have returned home, send travel claim to detaching command’s PSD with copy of MOB & DEMOB orders).

DD-214 (Certificate of Release or Discharge from Active Duty)

- Only documented activity will be reported on DD-214. We cannot change/update records.
- Review all blocks for accuracy

ASOSH

Point Capture Sheet

- aka Annual Statement of Service History ASOSH
- used to verify service participation and years of military service
- www.bol.navy.mil
- Select ARPR/ASOSH
- Select ASOSH

Verify and confirm awards prior to arriving at PSD

- any corrections must be done through your reserve center

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- demobilization will not be delayed for corrections

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PSD Pay Issues

Pay Issues

- All pay issues will be handled by disbursing and not by PSD NMPS processing.
- Make appointments with disbursing before reporting to PSD.

- DEBBIE JONES (757) 445-5480

ID CARDS

- ✍ Upon completion of demobilization, member will receive reserve ID card and DD 214 from NMPS.
- ✍ At that time, the NMPS will collect the member's active duty card.

Uniformed Services Employment Reemployment Rights Act (USERRA)

You are required to report to your previous employer within the following timeframes:

Length of Mobilization

Timeframe to Report

<30 Days

1 Day

31-180 Days

2 Weeks

> 180 Days

90 Days

<http://www.osc.gov/userra.htm>

Prior to demobilizing, contact your employer in writing of your intentions to return.

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UNEMPLOYMENT

Unemployment Compensation

For rates and eligibility requirements,
contact your State Employment Office.

TRICARE MEDICAL BENEFITS

✍ www.tricare.osd.mil

✍ Reservists and their dependents are authorized medical benefits after separation. Coverage will automatically revert to Tricare Standard. If you desire Tricare Prime you will have to reapply by 20th of the month.

✍ <u>ACTIVE SERVICE</u>	<u>COVERAGE</u>
Less than 6 years	60 days
More than 6 years	120 days
demob	
03Nov06-04Dec31	180 days (temporary)

✍ Continued Health Care Benefit Program (optional)
\$933.00 per individual per quarter
\$1,996.00 per family per quarter

Tricare Regional Offices (See your demobilization handbook).

NOTE: Once you return to your employer and your employee health care plan is reinstated, your coverage with Tricare ceases. If you are still under a Tricare program, Tricare will pay as a secondary only.

TRICARE DENTAL BENEFITS (TDP) (United Concordia)

- ✍ When Activated for More than 30 Days*
 - ✍ Reserve members previously enrolled in TDP*
 - ✍ Automatically re-enrolled upon deactivation.
Confirm re-enrollment prior to seeing a civilian dentist by calling UCCI Enrollment and Billing at 1-888-622-2256.*
 - ✍ Reserve members not previously enrolled may now enroll upon deactivation.*
 - ✍ Family members enrolled in TDP*
 - ✍ Automatically transfer back to Reserve premium rate upon deactivation of reservist.*

TRICARE DENTAL (con't)

- ✍ If family met 12 month lock-in or lock-in waived because family enrolled within 30 days of reservist activation for contingency operations, sections 12302 or 12304:*
 - may disenroll upon deactivation by sending in signed enrollment form, marking cancellation box and attach copy of original orders or DD214. If UCCL receives form by the 20th of any month, cancellation effective 1st of the following month. If after 20th, 1st of second month.*

TRICARE DENTAL (con't)

<i>✍ Shared Premium</i>	<u>Single</u>	<u>Family</u>
<i>Selected Reserve Member</i>	\$9.07	
<i>IRR – Spec Mob Category</i>	\$9.07	
<i>Active Duty Family or Family of Reservist on Active Duty orders for more than 30 days</i>	\$9.07	\$22.66
<i>✍ Full Premium</i>		
<i>IRR - Other than Special Mobilization Category</i>	\$22.68	
<i>SELRES & IRR Family Members</i>	\$22.68	\$56.66

TRICARE DENTAL (con't)

Reserve Premium Payment Method

- ✍ *Payroll allotment/deduction for reservist*
- ✍ *Direct billing for families*
 - *Send check monthly*
 - *Set up to have taken out of Visa/MC*
 - *Set up to have taken electronically from checking account*
 - *Do quarterly, semi-annual or annual payments*
- ✍ *Once direct bill, always direct bill*

TRICARE DENTAL (con't)

- ✍ ***Customer Service***
 - ***(800) 866-8499***
 - ***Available 24 hours per day - Mon thru Fri***
- ✍ ***Enrollment and Billing***
 - ***(888) 622-2256***
 - ***Available 8 A.M. to 8 P.M. (ET) - Mon thru Fri***
- ✍ ***Health Benefit Advisors / Dental Benefits Advisors***
- ✍ ***WWW.UCCI.COM***
 - ***Provider Lists, Enroll on-line, Print copies of forms and booklets, Send E-mail Inquiries***
- ✍ ***"My Dental Benefits"***

FLEET & FAMILY SERVICE CENTER

FFSC offers many programs and automated systems to help you and your family members find employment and make a successful transition.

Programs offered:

- Transition Assistance Program (up to 180 days)
- Employment Career Resource Center
- Referral to Government and Private Programs for Job Search/Placement
- Financial Planning Assistance
- Counseling on Effects of Career Change
- Relocation Assistance
- Workshops

FLEET & FAMILY SERVICE CENTER

**Center Listing & Other Agencies and
Additional Organizations (See
demobilization handbook)**

**The DD Form 2648, Pre-separation
Counseling Checklist is required prior to
demobilization.**

VETERANS ADMINISTRATION

✍ To be eligible for VA benefits you must have:

- Completed 24 months continuous active duty, or
- Reservists ordered to active duty at least 181 days.
- However, in time of war members may be eligible for benefits after 90 days. (See your local VA representative for your particular circumstances.)

VETERANS ADMINISTRATION

- ✍ Benefit Timetable
- ✍ Veteran Service Organization Listing
- ✍ VA Contact Information
1-800-827-1000
www.va.gov
- ✍ Refer to your demobilization handbook for information and listings.

Additional websites for information:

www.cnrma.navy.mil/mobilization/htm

www.jag.navy.mil

ALNAVRESFOR 030/03

RETURN POLICY

Drilling reservists **MUST** report to their Naval Reserve Activity upon completion of processing through NMPS.

AT POLICY

AT may be authorized at the discretion of your Commanding Officer. Contact your Reserve Center.

ALNAVRESFOR 030/03

✍ Authorized Absences (AAs)

Unit CO's will liberally grant AAs to ensure returning reservists have sufficient time to reestablish themselves with their families and employers.

✍ IDTs/Drill periods

Full months missed while mobilized must be recorded as AA's and may NOT be rescheduled/performed.

ALNAVRESFOR 030/03

✍ ENLISTED

All drilling personnel will be returned to pay status upon demobilization for a minimum of ONE year.

✍ OFFICERS

Individual circumstances will need to be considered, to the greatest extent possible, officers will be afforded an equitable, if not enhanced, opportunity for pay status upon demobilization.

ALNAVRESFOR 030/03

✍ OFFICERS (continued)

All personnel 04 and below are eligible for pay assignment based on set criteria.

✍ 05/06 Officers may return to the pay status they would have been in for FY04

PAY SYSTEMS

- ✍ SGLI - PAYMENTS MADE WHILE ON ACTIVE DUTY WERE NOT RECOGNIZED BY THE RESERVE PAY SYSTEM.
- ✍ BY THE TIME YOU RETURN TO DRILLING STATUS, THE RESERVE PAY SYSTEM SHOULD HAVE CORRECTED THE DEBIT.
- ✍ IF YOU DRILL AND YOUR LES DOES SHOW A SGLI DEBIT FOR THE MONTHS YOU WERE ON ACTIVE DUTY, CONTACT YOUR NRA NSIPS COORDINATOR WHO WILL THEN CONTACT DFAS TO MAKE THE CORRECTION.

PAY SYSTEMS

✎ Family SGLI

- Spousal premiums for recalled reservists may not have been taken from pay while on active duty. If so, a lump-sum deduction will be made upon return to SELRES status.
- Corrective action is the same as for the service member. Send a copy of orders and active duty LES to DFAS.

QUESTIONS?

NMPS Information

- Hours of Operation (0730 - 1600)
- Phone number (757) 444-3294/9171)
- CDO phone (757) 438-3375
- TPU Quarterdeck (444-1640 After 1600)
- Medical/Dental (445-6622)

MUSTERING REMARKS

Ensure you report to NMPS every day at 0730 & 1300.

Ensure you communicate with an NMPS Processing staff member to update your process status at each step.

REMEMBER

- ✍ Report to NMPS Processing Site for final steps of demob process.
- ✍ Demob complete only when you have submitted Sections A, B, C, D, and E of Appendix K to Processing Center and you have received a copy of the signed Section F of Appendix K.
- ✍ Appendix K, NMPS Demob Checklist

RECALL IS A POSSIBILITY.

- ✍ Review NMPS Information quarterly (GMT)
 - review CNRMA website for good preparation
 - http://www.cnrma.navy.mil/reserve_affairs.htm

THANK YOU!

