

MILPERSMAN 1300-306

OVERSEAS SCREENING DEFICIENCY REPORTS AND EARLY RETURN REQUEST

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References	(a) DoD Instruction 1315.18 of 12 Jan 05 (b) OPNAVINST 1300.15A (c) OPNAVINST 1300.14D (d) Joint Federal Travel Regulations, Volume 1, Uniformed Service Members (e) OPNAVINST 1754.2C (f) OPNAVINST 6000.1C (g) OPNAVINST 1740.4C (h) BUPERSINST 7040.6A
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1. **Purpose.** The purpose of the Early Return/Reassignment Program is to ensure the availability and continuity of care for military dependents currently stationed outside the continental United States (OCONUS), or remote locations within the continental United States (CONUS) listed in MILPERSMAN 1300-304, where required care is **not** available through military or civilian resources. The program is designed as a means through which members may be returned to a non-remote CONUS location for required care due to unusual circumstances per references (a), (b), and (c).

2. **Types of Reports/Requests.** There are four different types of reports/request for issues that are identified for personnel assigned overseas or at CONUS remote locations.

a. **Overseas Screening Deficiency Report (OSDR) only.** Submitted when a member and/or dependent(s) arrive overseas with a discrepancy that occurred during the screening process or was not identified during the screening process. This report documents the screening deficiency but does not require an early return as the overseas command intends to allow the servicemember and dependents to remain overseas.

b. **Overseas Screening Deficiency Report/Request for Early Return (OSDR/ER).** This request/report is used when the member and/or dependent(s) arrive at an overseas/remote location with a disqualifying condition that should have been detected in the overseas screening, and the care required is beyond the capabilities of local resources. With this request the intent is to Early Return the entire family.

c. **Early Return (ER) Request.** This request is used when a condition develops after the member's or dependent's arrival and care is beyond local resources. This request is also used when a medical screening condition was identified during the screening process and the gaining Medical Treatment Facility (MTF) waived the disqualifying condition as treatable; however, after arrival the condition worsened, or is determined to have been misdiagnosed and is now beyond the local MTF capabilities.

d. **Early Return of Dependents (ERD) Only**

(a) This request is submitted when the servicemember will remain overseas and the family is returned to CONUS for reasons authorized in reference (d), par. U5900. Dependent information and destination of travel is required. **NOTE:** Family members that are returned to CONUS under the ERD program will not be able to rejoin the service member at government expense until the servicemember is issued the next set of permanent change of station (PCS) orders.

(b) If a service member has been issued orders to a new duty station, the dependents are authorized travel on the new orders per reference (d), par. U5200. Do not submit an ERD request when PCS orders have already been issued.

3. **Transfer/Assignment Decision.** Navy Personnel Command (NAVPERSCOM) will decide each case on its own merits. If request for early return/reassignment is approved, ensure the appropriate service record entry is completed on NAVPERS 1070/613 (Rev. 7-06), Administrative Remarks, indicating reason for submission of request. Enlisted assignments will be per requisition priority and sea/shore rotation to valid billets of member's rate. Assignments made due to exceptional family member issues do not alter sea/shore rotation.

4. **Exceptional Family Member(s) (EFM(s)).** Members with EFM(s) will complete forms per MILPERSMAN 1300-700. Enrollment in the

EFM program is mandatory per reference (e) and must be completed prior to submission of an early return/reassignment request.

5. **Early Return is not a Discipline Substitute.** This procedure shall not be used as a means of transferring personnel in lieu of appropriate disciplinary or administrative action, i.e., nonjudicial punishment (NJP), courts-martial, administrative separation processing, etc.; but shall be restricted to those cases where transfer is the only feasible solution; or the issue is causing, or will cause, problems with the host nation.

6. **E-3 and below Personnel**

a. As stipulated in MILPERSMAN 1300-304, E-3 and below with dependent(s), or E-3 and below personnel who are pregnant, will not normally be assigned OCONUS.

b. If an E-3 or below member is found to be pregnant or have dependents upon arrival, submission of an OSDR/Request for Early Return or Early Return of Dependent must be submitted immediately. Servicemembers in paygrades E-3 and below that moved dependents to an overseas location without approval must be counseled that dependents will be returned but servicemember may have to complete the assigned tour.

7. **Medical Issues.** Members with medical issues which require hospitalization for which the local MTF cannot provide the appropriate care or treatment should use the medical evacuation (MEDEVAC) process instead of the Early Return/Reassignment Program.

a. Enlisted only. For pregnancies of members that occur after arrival at new permanent duty station (PDS), submit a pregnancy avails (DP availability) report.

b. Enlisted only. If a member detaches an old PDS while pregnant or becomes pregnant en route and reports to the new overseas PDS and an early return/reassignment is deemed appropriate, submit a DP availability and OSDR.

c. Officers only. If an officer detaches an old PDS while pregnant, or becomes pregnant en route, and reports to the new overseas PDS, and an early return/reassignment is deemed appropriate, submit the request/deficiency via BUPERS ONLINE (BOL).

8. **Pregnancy**. Reference (f) contains policies and procedures regarding pregnant members.

9. **Single Members and Military Married to Military**. Information relative to single members and military married to military with dependent(s) is contained in reference (g).

10. **Requirements and Procedures for Submitting a Report or Request on BOL**

a. Each of the reports requires extensive information that will need to be collected prior to submission. The following information will be required based on the type of request/report:

Name:
Rank:
Rate/Designator:
Unit Identification Code (UIC) member is assigned:
Was a copy of NAVPERS 1300/16 (2-03), Report of Suitability for Overseas Assignment filed in service record or transfer package?:
Have you contacted the transferring command to obtain a copy of the screening?:
Was a copy of NAVMED 1300/1 (Rev. 6-06), Medical, Dental and Educational Suitability Screening for Service and Family Members filed in medical record(s)?:
Have you contacted the transferring MTF to obtain a copy of the screening?:
UIC of command that screened member and/or family:
UIC of MTF that screened member and/or family (only for medical issues):
Were dependents screened at the same facility as service member?:
Identify MTF screener for family:
Is enrollment in EFM program completed?:
Select from one of the categories provided on BOL that best fits the issue regarding the discrepancy:
Was the member aware of disqualifying factors prior to transfer?:
Should these reasons have been detected in the overseas screening process?:
Should dependents have been enrolled in EFM Program prior to transfer?
Command Point of Contact
Last Name:
First Name:
Rank:
Commercial telephone number (no spaces):
DSN (no spaces):
Official Military E-Mail:
Command PLAD:

b. Once the command has compiled all of the above information for the Member and/or dependents being early returned, a command representative with command career counselor (CCC) or above access will need to log into BOL and select the

OVERSEAS/IA Screening Tab. At the top of the overseas screening menu page there will be a menu which will list Early Return application; select this option (this is not available to CONUS non remote location). After submitting the request, return to the application to view status and final determination.

c. Requests will be submitted expeditiously to allow for coordination of timely medical, educational, or other support services not readily available at the current duty station. An understanding of all the factors that necessitated the request is required prior to making a decision. Inclusion of additional information to ensure clarity and provide justification for submitting the request is strongly recommended; however, to protect the privacy of the member and/or dependents use only ICD 9 codes to identify medical issues.

d. When it is determined that it is necessary to return dependents to CONUS without the service member, submit Early Return of Dependents (ERD) via BOL. Once the approval and line of accounting are posted to the BOL Web site, create a Standard Transfer Order (STO) utilizing reference (h), Chapter 3, Section A for officers or Section B for enlisted. On the STO, cite Early Return of Dependents authorization as reference (d), par. U5900-D2e and U5905-C for HHG U10410; and utilize the line of accounting provided by NAVPERSCOM.

e. Ships or Submarines at sea with limited connectivity to BOL can use Exhibit 1 to submit reports. NPC will input the information into the BOL application and respond via the overseas screening application. It is imperative complete POC information be provided, including E-Mail, so that the command POC can be contacted.

EXHIBIT 1

OVERSEAS SCREENING DEFICIENCY REPORT/REQUEST FOR EARLY RETURN
FOR SHIP OR SUBMARINE USE ONLY

(Use proper message format.)

FM PARENT COMMAND
TO COMNAVPERSCOM MILLINGTON TN//PERS-451//
BT
UNCLAS //N01300//
MSGID/GENADMIN/PARENT CMD//
SUBJ/OVERSEAS SCREENING DEFICIENCY REPORT and/or /REQUEST FOR EARLY /RETURN
ICO NAME/RATE/RANK/DESIGNATOR/SSN(LAST FOUR)//
REF/A/DOC/MILPERSMAN/DATE//
AMPN/REF A IS MILPERSMAN 1300-306//
POC/NAME/RANK/RATE/IDENTIFIER/LOCATION/TEL: /EMAIL// **(MANDATORY)**
RMKS/1. PER REF A, THE FOLLOWING IS SUBMITTED DUE TO IMPROPER SCREENING
AND/OR REQUEST FOR EARLY RETURN FROM OVERSEAS DUTY:
A. MEMBER: NAME, RATE/RANK
B. WAS REPORT AND SUITABILITY FOR OVERSEAS ASSIGNMENT (NAVPERS 1300/16)
FILED IN SERVICE RECORD? GIVE NAME/RANK/TITLE/DATE OF INDIVIDUAL SIGNING
NAVPERS 1300/16.
C. PREVIOUS DUTY STATION AND UIC.
PREVIOUS MEDICAL TREATMENT FACILITY AND UIC. (if medical)
D. EXPLAIN FULLY THE REASON SNM/FAMILY MBR IS CONSIDERED IMPROPERLY
SCREENED. INCLUDE THE FOLLOWING: **(MANDATORY)**
(1) DID THESE REASONS EXIST PRIOR TO TRANSFER FROM CONUS?
(2) WAS MEMBER AWARE OF DISQUALIFYING FACTORS PRIOR TO TRANSFER FROM
CONUS?
(3) SHOULD THESE REASONS HAVE BEEN DETECTED IN OVERSEAS SCREENING
PROCESS?
E. (If applicable) WAS ENROLLMENT IN THE EXCEPTIONAL FAMILY MEMBER
PROGRAM INITIATED PER MILPERSMAN 1300-700?
F. IF SNM WAS PROPERLY SCREENED; DID PROBLEMS DEVELOP AFTER ARRIVAL
OVERSEAS? EXPLAIN FULLY.
G. IS SNM (AND/OR FAMILY MEMBER(S)) CONSIDERED marginally UNSUITABLE
BUT COULD CONTINUE OVERSEAS DUTY? EXPLAIN FULLY.
H. ARE DISQUALIFYING FACTORS SO SEVERE THAT SNM SHOULD BE REASSIGNED TO
CONUS EARLY? EXPLAIN FULLY. **(MANDATORY)**//
BT

NOTE: This form can be utilized for overseas screening deficiency reports/requests for early returns. Delete portions that are not applicable. Include additional information as appropriate to justify and support a decision for early return/reassignment. All data will be loaded into BOL and all responses from NAVPERSCOM will be posted to the BOL Web site.