

## **U. S. Navy Family Care Plan Program(FCP)** **Frequently Asked Questions (FAQs)**

**1) What is a Family Care Plan and what is it for?**

- Family Care Plans are mission planning tools that obligate active duty and Reserve personnel to establish and document written plans to care for minor children or dependent adults while the Sailor is absent.

**2) When submitting a Family Care Plan for CO's review and signature, is the member required to submit both the 1740/6 and 1740/7 or just the 1740/6? The instruction states both in para. 6b and then in para 8f(7) states the 1740/6. Can you please clarify which is the way to go?**

- Per OPNAVINST 1740.4E (paragraph 6.b.) the member must submit both the NAVPERS Forms 1740/6 and 1740/7. The 1740/7 provides information pertinent to the location of information and other details related to services or entitlements of the family member. It is submitted with the certificate (1740/6) to enable the chain of command to verify the information contained on the certificate (1740/6).

**3) For service members who give birth, does their 60 days counter to submit a FCP begin immediately after birth or upon return from the 84 days (total) Maternal Convalescent Leave (MCL)/Paternal Convalescent (PCL)?**

- The 60 day count to submit a FCP begins upon the Service member's return to duty (after the MCL/PCL terminates).

**4) For non-custodial parents (i.e. those who provide child support), are they required to complete the 1740/6, and state in the additional comments section, they don't have custody? Is there another way to capture non-custodial parents without having to complete the form?**

- Service members who have dependent(s) listed in their Electronic Service Record (ESR) as a dependent but do not have physical custody of their dependents(s) should fill out the 1740/6 (blocks 1 through 14) and use block 20 to explain that they are the non-custodial parent. They also must provide legal documentation proving that non-custodial status concerning their non-custodial status. No, there is not another way under the FCP policy requirements. (NSIPS generates the FCP requirement based on the Service member's ESR.)
- Family Care plans are required if the children are listed on the Service Members' Page 2 or are in DEERS, they must have a FCP. (Custody (or primary custody) is not the issue, ensuring care for the children in the event something happens to the custodial parent while the member is out of the area is.)

**5) For annual reviews, if there is no change in your FCP, does the service member update their NSIPS account or reroute their 1740/6 and in block 20 state, " Family Care Plan is current as of MMDDYY (or something to that effect) for the CO's review/signature?**

- Unfortunately, NSIPS does not allow Service member to certify their FCPs electronically. So yes, the member should make an entry in Block 20 certifying that their plan is current then date and initial the comment.

**6) For dual military members, is it the responsibility of the member or the FCP Coordinator to ensure the signed FCP gets to the other spouses FCP Coordinator?**

- For dual military members it is each Service member's responsibility to provide consistent family care plans to their respective FCP Coordinator. However, the FCP Coordinator should ensure they have copies of both Service members' FCPs and may contact the other FCP to get a copy if the Service member does not supply it.