



NAVY PAY AND PERSONNEL SUPPORT CENTER OPS ALERT

Ser N3: 004-21

Advisory: **REIMBURSEMENT OF COVID-19 TESTING**
Release Date: 02/09/2021 Effective Date: IMMEDIATELY

BLUE: Sailors who must travel to deployed units are required to obtain a COVID-19 test prior to travel. Military medical treatment facilities (MTFs) are the primary sites for providing testing, free of charge to the Sailor. If the MTF cannot provide testing, the Sailor may be required to pay for testing by a non-military provider.

DISCUSSION: A COVID test could cost up to \$500, and could result in a significant financial hardship for a Sailor. When it is known the Sailor will incur the cost of a test and the Sailor intends to request a travel advance, the advance should be immediately submitted. The Sailor will need to provide documentation to support the travel advance request, such as a command memo or documentation from the medical office displaying the estimated cost of testing. The Sailor should maintain a receipt for payment of the test and submit with travel claim settlement. This advance is IAW DoDFMR Vol 9 Chapter 5 and the JTR.

WHAT THIS MEANS TO YOU:

- ✚ Advances will be processed based on the cost of the COVID-19 test.
- ✚ KSD for COVID test could be memo from command or documentation from medical office showing estimated amount of test.
- ✚ Review NAVADMIN 026/21 regarding Department of Defense requirements for COVID-19 testing.
- ✚ **Ensure all Key Supporting Documents (KSD) are submitted IAW all policies and procedures set forth in SOP's, NAVADMINs, and instructions.**
- ✚ **All OPS ALERTS and CPPA RESOURCES can be found on the following:**
 - <https://mpte.navy.deps.mil/sites/npc/pers2/NPPSC/SitePages/Home.aspx>
 - <https://www.public.navy.mil/bupers-npc/support/paypers/cpcresources>

******Disseminate to all tenant commands and CPPA's under your AOR******

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