

**Military OneSource Program
Policies and Procedures
Attachment 25**

SUBJECT: EXCEPTIONAL FAMILY MEMBER PROGRAM**Effective Date: 02/27/2012**

REFERENCES:

1. OSD MOS EFMP Training Resource Compendium

PURPOSE: To provide direction and guidance on Military OneSource Program and the Exceptional Family Member Program. The Contractor is responsible for ensuring MOS staff and network providers adhere to the policies and procedures pertaining to the Exceptional Family Member Program.

POLICY: The Exceptional Family Member Program (EFMP) may be of significant interest and assistance to a Service Member/Family Member. MOS Triage Consultants and Specialty Consultants must be aware of this program; and during the intake assessment must be prepared to educate and connect the SM/FM with the appropriate EFMP resources and assist with the EFMP application process.

PROGRAM DESCRIPTION:**Exceptional Family Member Program**

The Exceptional Family Member Program (EFMP) supports military families with special medical and educational needs. The program has three components: identification and enrollment, assignment coordination, and family support.

EFMP ENROLLMENT IS MANDATORY FOR ALL ACTIVE DUTY SERVICE MEMBERS.

“A service member who knowingly fails or refuses to provide the required information or who knowingly provides false information may be subject to denial of command sponsorship, administrative sanctions, or punishment under either Article 92 (dereliction of duty) or Article 107 (false official statement), Uniform Code of Military Justice.”

Points of contact for EFMP enrollment are:

- Army – EFMP Case Coordinator at the military treatment facility
- Navy – EFMP Coordinator at the military treatment facility
- Marine Corps – EFM Program Manager at Marine Corps Community Services
- Air Force – Special Needs-Coordinator at the military treatment facility

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EFMP IDENTIFICATION AND ENROLLMENT

- Is mandatory for all active duty Service Members – Across all services
- Identifies family members with special medical and/or educational needs
- Documents the services they require to meet their special needs
- Allows medical and educational personnel to review availability of resources in projected assignment locations

EFMP ASSIGNMENT COORDINATION

- Ensures family member's special needs are considered in the assignment process
- Occurs when personnel command requests a medical and/or educational review of documented needs
- Determines availability of services at projected location

EFMP FAMILY SUPPORT

Assists families with special needs by helping them identify and access programs and services.
Includes:

- Information and referral for military and community services
- Education and training about issues related to the special need
- Referral to other family center providers
- Local school and early intervention services information
- Warm handoffs to EFMP at next location
- Non-clinical case management, including individualized Services Plans
- Family support providers are primarily located at installation Family Centers.
- Service members do not need to be enrolled in the EFMP to receive family support services.

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PROCEDURE:

1. During any assessment process, the MOS Specialty Consultant should determine if the SM/FM has an EFMP need and if the SM is enrolled in the EFMP.

Examples of Family Member with Special Needs:

- a. Chronic or acute illness
 - b. Attention Deficit Disorder
 - c. Asthma
 - d. Early Intervention Services
 - e. Receives Special Education Services
 - f. Requires Accommodations
2. If the EFMP **need exists** and the **SM has not already enrolled in the EFM Program** then the Specialty Consultant should assist the SM in locating the EFMP resources for the Service Branch and completing the EFMP application forms required by that Service Branch.

Resources can be located by speaking with the EFMP coordinator (or individual trained for EFMP coordination) at the nearest MTF (for enrollment) or Family Center (for family support services).

EXCEPTIONS: There are no exceptions to this policy without Government MOS Program Office written approval.