

NRNW EFMP Relocation/PCS Check List

EFMP ENROLLMENT & FAMILY SUPPORT:

1. Review EFMP enrollment ensure current and if not update the enrollment.
2. 1-4 months prior to departing, advise Fleet & Family EFMP. At a minimum, we will connect you with your new EFMP Case Liaison and transfer your case in NFAAS which includes enrollment documents and EFMP verification letter. We offer to customize EFMP relocation service plan for your family to include

TRAVEL:

1. Create a custom Plan My Move Calendar: [Create A Custom Military PCS Moving Checklist | Plan My Move \(militaryonesource.mil\)](#)
2. Schedule a Fleet and Family Relocation appointment, with centralized scheduling 1-866-854-0638.
3. If you have durable medical equipment and would like the weight not to be counted, you may provide a physician statement to transportation. The statement needs to contain an itemized list of make-model and recommend web search the weight.
4. When you receive orders, log on to Defense Property System (DPS) to set up your move. [DPS & Defense Personal Property Program • Military OneSource](#)
5. Update your contact information and new address in DEERS
6. Update your contact information and new address in NFAAS

HOUSING:

1. If you are applying for on base housing and EFMP category 4 or 5, submit your EFMP verification letter to be considered for priority housing.
2. If you have accommodations or service animals, you may submit a copy of your EFMP enrollment DD2792. If these are not listed or are current on your DD2792, you may request with the gaining housing for a reasonable accommodation request form that your current physician may complete.

MEDICAL and TRICARE:

1. Request copy of medical records 60 days prior to leaving
2. 90 day supply of medication refills
3. 2 supplies rescue medication (schools and child care require 1, if applicable)
4. Request progress reports from therapies to share with new providers
5. When departing the current installation: notify the Tricare region [Regions | TRICARE](#) you are relocating to, even if moving within the same region, identify new address, preferred health coverage plan, if you have ECHO, request PCM assignment and appointment to update specialty referrals.
6. You may change your health coverage plan 90 days from the date of your address change.

EMPLOYMENT

1. Share accommodations with employer during orientation if didn't need accommodations when applying or for the interview.
2. If you were receiving support through the State Division of Vocational Rehabilitation, submit your Individual Plan for Employment (IPE) to your new State agency.

FEDERAL BENEFITS:

1. If you receive Social Security Disability Insurance (SSDI) and relocating CONUS, you may change your address online. [Change of Address | SSA](#)
2. If you receive Supplemental Security Insurance (SSI) or you are moving OCONUS with SSI or SSDI, call 800-772-1213 to change your address.

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SCHOOL:

3. If your dependent is birth to 3 and receives services through an Individualized Family Service Plan (IFSP), provide a copy to your new county's Early Intervention Services.
4. If your dependent is school age and has an Individualized Education Program (IEP) or 504 Accommodation Plan (504), we recommend providing this along with recent the IEP goal progress report and the last IEP evaluation which are often not included in the official records sent between schools.

EFMP-Related RESPITE:

1. If you currently receive Navy EFMP Respite, it does not automatically transfer and work with your new Case Liaison to reapply.
2. If you currently receive a State Medicaid Waiver as a child or adult, there is not inter-State reciprocity. Your Case Liaison may assist in applying in your new State. We recommend to bring a copy of the previous State's approval i.e. Developmental Disabilities Administration (DDA) Plan, your orders, and a memorandum from you requesting to bypass the waitlist if there is one.
3. If you are looking for child care for work on or off base, please visit [Military Families - Child Care Aware® of America](#)