

EFMP INFORMATION FORM

Welcome to the Exceptional Family Member Program (EFMP). This program is designed to identify and assist Air Force families with members having exceptional medical or educational needs. The Exceptional Family Member Program Officer (EFMPO) will help you obtain required diagnostic, treatment, or educational services. It is important for you to ask as many questions as it takes to clarify concerns about your exceptional family member.

A vital part of the EFMP is to avoid problems associated with being highly mobile. When a family is in the process of establishing a program for an exceptional family member, a poorly timed move could have serious consequences; therapeutic progress might be interrupted by a premature move. Additionally, treatment facilities may not exist at a projected duty station. Active duty members with exceptional family members are primarily considered for assignment to areas where required medical and educational services are available. The EFMPO will request that a special identifier code be placed in the sponsor's personnel record to ensure assignment considerations for any medical or educational special needs of exceptional family members.

EFMP reassignments and deferments are two of the options that may be considered when services are not available. However, both retention at this base and assignment to another base are dependent upon vacancies and manning requirements of the Air Force. The EFMP is not a "base of choice" program. Active duty members still must serve their overseas duty. Members who are selected for an overseas assignment where required general medical care is not available may elect the option of a short tour. The family would remain in the United States where the exceptional family member could receive required care. AFPC approves all assignment selections.

It is important you know the limits of confidentiality regarding the issues you discuss. Military health care records, including our separately maintained EFMP records and referral logs, are the property of the U.S. Government. The same controls apply to these records as other government documents. Information disclosed by you to EFMP staff is considered sensitive information and is treated as such. This means access to information in your record is allowed when required by law, regulation, judicial proceedings, hospital accreditation, or when authorized by you. A written summary of each of your visits or contacts with us will be maintained in your EFMP record. Also, short notes documenting your contacts with us are written in your outpatient record.

Here are some examples where limits on confidentiality may apply:

1. Release of information may be required by regulation. We will do everything we can to ensure individuals with the right to know find out only what they need to know. If you are Active Duty, your commander or higher chain of command may have the need to know some of the information you disclose to us.
2. Requests for information from sources outside the Department of Defense will not be honored unless you first give written permission for the release of information.
3. If you tell us of a situation involving a violation of military regulations, the Uniformed Code of Military Justice (UCMJ), or civil law, we may be required to divulge that information to the chain of command and/or other authorities.
4. If you voice a threat to harm yourself or someone else, we may share some information in order to ensure your safety.
5. If a DoD health care provider refers you to the EFMP and requests feedback, usually some written or verbal feedback will be given. When there is a need to know, other medical professional staff associated with your health care may have access to some EFMP information.
6. The work of EFMP technicians and student professionals is reviewed after each client contact to ensure quality of care is provided.
7. Qualified individuals for officially approved research, administrative and legal purposes, may review EFMP records. Some information from EFMP records may be used to evaluate EFMP services or conduct other research. Research findings NEVER include individual names or other identifying information.

In accordance with the above guidelines, we will strive to safeguard information obtained from you and ensure only authorized sources with a valid need to know have access.

Please ask your EFMP staff member any questions you may have on these matters.

STATEMENT OF UNDERSTANDING

I have read the above and understand that information about me will be safeguarded with the limitations of confidentiality mentioned above and IAW the Privacy Act of 1974 (DD Form 2005).

Client Signature:	Date:
-------------------	-------

I have reviewed these limitations of confidentiality with the above-identified client to ensure he/she understands them.

FAP Staff Member's Signature:	Date:
-------------------------------	-------

**Download any U.S. FedForm (free, fillable, savable in Adobe Reader)!
Start with the "Flash Demo" at the top of the following page:
www.usa-federal-forms.com**

**Convert any fillable PDF form to savable (locally, in Adobe Reader):
www.savePDF.com**

**Convert any document (in any format) to PDF fillable and savable:
www.FillinDocs.com**

**All (10's of 1,000's) U.S. Federal Forms already fillable, savable:
www.usa-federal-forms.com**

About the ITAOP/savePDF Method

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).