

## WARRIOR IN TRANSITION TO CIVILIAN CHECKLIST

1. WT NAME (Last, First MI)	2. E-mail address (Non-AKO):	3. Destination:
4. Soldier Contact Information (Primary Address):	Phone:	NOK:
5. Soldier Contact Information (Secondary Address):	Phone:	VA STATE:

	YES	NO	N/A
1. Soldier has Housing Plan?			
2. Soldier has Transportation Plan?			
3. Soldier has Employment Plan?			
4. Soldier has a completed Resume?			
5. Soldier briefed on NSPS and CPOL?			
6. Has Soldier submitted DA 31 for PTDY and Terminal Leave?			
7. Soldier has completed Line of Duty (DA 2173; to include validation Memo) Date initiated: _____ Anticipated completion Date: _____			
8. Tricare Re-enrollment to appropriate region/location:			
9. Soldier received Community Based Healthcare Organizations (CBHCO) Seamless Transition Brief:			
10. Soldier received Va Healthcare and Benefits ppt briefing: Soldier briefed on VA Seamless Transition website & received VA Seamless Transition ppt <a href="http://www.seamlesstransition.va.gov/">http://www.seamlesstransition.va.gov/</a>			
11. VA POC:			
12. Soldier briefed and/or enrolled in the Transition Assistance Program (TAP):(ACAP)			
13. Soldier out processed the local Transition Office (DD-214):			
14. Soldier briefed on US Army Wounded Warrior Program (Medical/Financial Resources): <a href="http://aw2portal.com/VAResources.aspx">http://aw2portal.com/VAResources.aspx</a>			
15. Soldier briefed on TSGLI benefits if applicable.			
16. Soldier (and family members) have out processed through Soldier Family Assistance Center (SFAC)			
17. Medication Reconciliation and 90 day supply of meds/refills:			
18. PCM final out appointment Date: _____ Time: _____			
19. Update MODS:			
20. NCM writes transfer note in AHLTA and or download the WT to Civilian checklist in AHLTA			
21. Notify WTU C2 of transfer Date: _____			
22. Local Pre Separation Briefing: (Bldg# 40)			
23. Retirement Benefits (If applicable)			

Comments (Explain any special circumstances or exception to policy)