

**INSTRUCTIONS FOR DD FORMS 2792 AND 2792-1
(EXCEPTIONAL FAMILY MEMBER PROGRAM)**

DD Form 2792, EFMP Medical Summary:

- The SM or spouse will complete all fields on Pages 1 & 2. When completing your demographics, do not leave anything blank or the paperwork will be invalid. **DO NOT sign page 3 box 11 until you review the information you receive from your health care provider and agree that it is correct.** The SM or spouse will complete the demographic fields on the top of Pages 3 - 11. The EFMP Coordinator will complete the remaining fields on Page 3.
- The qualified health care provider will complete Pages 4 – 11 and must sign the required signature boxes on pages 7, 8, 10, and 11.
- If the patient does not have asthma, a mental health diagnosis or developmental delays, the qualified health care provider will write N/A on each addendum and sign pages 8,10 and 11 verifying that the patient is negative for each diagnosis.
- If the FM is seeing a mental health provider, that mental health provider **MUST** complete all fields on Pages 9 – 10.

DD Form 2792-1 Educational Summary:

The SM or spouse will complete all of Page 2 and Boxes 1 - 2 on Page 3. If any fields are left blank the paperwork is considered invalid and will be returned for completion. The school will complete Page 3, Boxes 3 - 8. This document must be submitted with a complete, up-to-date IEP, IFSP, or 504 Plan.

THIS SECTION PERTAINS TO ACTIVE DUTY ARMY MEMBERS ONLY!!

Please be sure to submit a copy of your EFMP summary report with the new packet to your qualified health care provider. **Inform him/her that all previous conditions listed on the EFMP summary report MUST be addressed on the update. If previous conditions are not addressed the paperwork will be returned for corrections.**

You can obtain a copy of your EFMP Summary Report from: Aviance.d.betts.civ@mail.mil or 301-677-8502

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Patient/Parent: Pages highlighted in BLUE

Physician/Provider: Pages highlighted in ORANGE