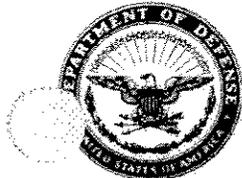


DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
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NGB-ARH

07 AUG 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Implementation Policy for Enhanced TRICARE Reserve Select (TRS) Program for the Army National Guard (ARNG) (NGB-ARH Policy Memorandum #06-041)

1. References:

a. Memorandum, Under Secretary of Defense, Dr. David S.C. Chu, 28 June 2006, subject: Policy Guidance for TRICARE Reserve Select.

b. Memorandum, NGB-J1, 7 July 2006, subject: Implementation Policy for the Enhanced TRICARE Reserve Select Program for the National Guard (J1-06-018).

c. Title 10, United States Code, Sections 1076b, and 1076d.

2. Purpose. To provide all Joint Force Headquarters (JFHQ) with administrative and operational implementation guidance for enhanced TRICARE Reserve Select, effective 1 July 2006, as established by this policy memorandum and Office, Secretary of Defense, Reserve Affairs (OSD/RA) policy guidance. This policy supersedes Policy Memorandum, NGB-ARH, 05 May 2005, subject: Implementation Guidance for TRICARE Reserve Select Program. Also, to provide a reference for Commanders and Soldiers for enhanced TRS policy and to ensure that all Soldiers are offered the opportunity to enroll in and participate in the enhanced TRS health plan program.

3. Scope: The enhanced TRICARE Reserve Select Program is a premium-based TRICARE Standard/Extra "like" health plan with three tiers which is available to ARNG Soldiers in an M-Day Status (not assigned to control group Individual Ready Reserve (IRR) or Inactive National Guard (ING)).

4. **TRICARE Reserve Select Tier 1.** TRS Tier 1 is a premium-based TRICARE health plan available to ARNG Soldiers who serve on active duty in support of a contingency operation and agree in writing to continued service in the ARNG.

a. The TRS Tier 1 benefit is offered as a continuation of healthcare coverage following the Transitional Assistance Management Program (TAMP). Soldiers and qualified family members are covered under TAMP for 180-days immediately following release from active duty (REFRAD); therefore, TRS begins on day 181, or not at all. There must be no break in Selected Reserve (SELRES) service or the Soldier is disqualified. For this reason, within the first 120-days following REFRAD, Soldiers must:

(1) Show intent (enter agreement) within 90-days of being released from active duty;

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(2) Complete (execute agreement) the DD Form 2895, Agreement to Serve in the SELRES for TRS, for the entire period of coverage, forward the completed agreement to the respective TRICARE Reserve Select Verifying Official (TRSVO, explained in detail later), and

(3) Commit to purchasing health plan coverage by paying a premium share of 28% per month beginning the first day after TAMP benefits expire as well as being a member of the ARNG on the first day TRS coverage begins.

(4) Remain a satisfactory participant for the entire period of TRS coverage.

b. Qualification. Soldiers must also meet all of the qualification criteria listed below:

(1) Soldiers are qualified to purchase TRS Tier 1 coverage if they were called or ordered to active duty in support of a contingency operation as defined in section 101(a)(13)(B) of title 10, USC, and served continuously on active duty, voluntarily or involuntarily, for 90 consecutive days or more under that call or order to active duty. Soldiers may purchase one whole year of TRS Tier 1 coverage for each 90-day period of continuous active duty under such call or order to active duty.

(2) Soldiers who would have otherwise been qualified to purchase TRS Tier 1 coverage as provided in paragraph a above, but served more than 30 days and fewer than 90 consecutive days due to an injury, illness or disease incurred or aggravated in the line of duty while deployed are qualified to purchase one whole year of TRS Tier 1 coverage.

(3) Soldiers assigned to the IRR/ING who are released from a qualifying period of active duty as described in paragraph a above, but are unable to find a position in the ARNG before the completion of the TAMP period, have one-year from the date that the TAMP period ends to be assigned to and serving in a position in the ARNG in order to purchase TRS Tier 1 coverage. Soldiers who are not serving in the ARNG by the end of the one-year period are no longer qualified for TRS Tier 1 coverage based on that period of qualifying service.

c. Period of TRS Tier 1 Coverage.

(1) The period of TRS Tier 1 coverage is equal to the number of whole years in the executed service agreement as described in paragraph 4b(1) above, an executed service agreement does not guarantee that Soldiers will be retained in the ARNG for the entire period covered by the service agreement since Service policies and various provisions of law may require that they be separated from the ARNG on an earlier date.

(2) Soldier's (except ARNG Soldiers and Soldiers currently assigned to the IRR/ING who have a service-connected injury, illness or disease) period of coverage will begin on the first day following the date their TAMP period ends.

(3) Health care coverage for Soldiers with a service-connected injury, illness or disease who served fewer than 90 consecutive days because of such condition, incurred or

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aggravated in the line of duty while deployed and who purchase one year of TRS Tier 1 coverage, that coverage will begin:

(a) On the day following the completion of the Soldier's TAMP period for Soldiers who completed greater than 30 consecutive days of qualifying active duty, or

(b) Upon the Soldier's release from active duty for Soldiers who serve fewer than 31-days of qualifying active duty. However, Soldiers who have not entered into a service agreement by the end of day 90 following their release from active duty are no longer qualified to purchase TRS Tier 1 health coverage.

(4) In the case of qualified IRR or ING Soldiers who are accessed into positions in the ARNG with less than 60-days before the expiration of his or her TAMP period but no later than one year after his or her TAMP period ends, coverage will begin on the date they are accessed into the ARNG so long as an agreement is entered not later than 30-days after the date of accession.

(5) Soldiers who are transferred from the SELRES to the IRR or ING prior to completing the term of qualifying active duty indicated on their order or during the TAMP period will have one year from the date of transfer to find an ARNG unit and request reassignment. If the Soldier is not serving in the ARNG within one year they will no longer be qualified for TRS Tier 1 coverage based on the period of qualifying active duty. Coverage will begin on the applicable date prescribed in paragraph 4c(2) or paragraph 4c(4), above.

(6) Soldiers who purchase TRS Tier 1 coverage based on qualifying active duty that ended on or after 6 January 2006, will have that period of TRS Tier 1 coverage added to any existing TRS Tier 1 coverage, such that multiple periods of TRS Tier 1 coverage based on separate periods of qualifying active duty (that ended on or after 6 January 2006) will run consecutively. This extension of additional TRS Tier 1 coverage also applies to Soldiers who are or were covered under TAMP on or after 6 January 2006, based on active duty performed in support of a contingency operation as defined in 10 USC 101(a)(13)(B).

(7) After 6 January 2006, Soldiers whose TRS Tier 1 coverage is suspended under paragraph 4d, below, will have his or her period of TRS Tier 1 coverage extended by the number of days that the TRS Tier 1 coverage is suspended (including any period of early TRICARE coverage based on a delayed-effective-date order and TAMP health coverage), except in the case of a dual military couple when the non-premium based TRICARE coverage is based on the spouse's military service.

(8) If an ARNG Soldier dies while covered under TRS Tier 1, the qualified family member (spouse and/or children) may elect to purchase TRS Tier 1 coverage for up to six months beyond the date of the Soldier's death. The surviving spouse (or legal guardian when coverage is provided to the deceased Soldier's child or children and there is no surviving spouse) will be responsible for payment of the monthly premiums while covered under the TRS Tier 1 benefit.

d. Suspension of TRS Tier 1 coverage. TRS Tier 1 coverage is suspended when:

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(1) The Soldier becomes qualified for any other non-premium based TRICARE benefit (e.g., active service [active duty and full-time Army National Guard duty] greater than 30-days, delayed-effective-date active-duty order, TAMP), or when the Soldier is married to another military member and their spouse is on active duty orders for more than 30-days.

(2) If a Soldier currently receiving TRS Tier 1 benefits receives orders for less than 31-days and those orders are subsequently extended for a continuous period of active service greater than 30-days, or the Soldier is issued multiple sets of orders for a continuous period of active service greater than 30-days, the Soldier's TRS Tier 1 coverage is suspended upon either receipt of an extension of orders which result in a period of active service greater than 30-days or when the Soldier's period of active service based on multiple sets of orders will exceed 30 consecutive days of active service. Simply stated, suspension occurs the date the Soldier is covered by a non-premium based TRICARE benefit. TRS Tier 1 coverage will resume when the Soldier's qualification for non-premium TRICARE benefit expires and will continue until the period of TRS Tier 1 coverage expires, is again superseded, or is otherwise terminated.

e. Termination of TRS Tier 1 coverage. TRS Tier 1 coverage will be terminated at the end of the month in which any of the following occurs:

(1) Upon separation or transfer from the SELRES for any reason. The Soldier must notify TRICARE Regional Contractor (TRC) or Medical Contract Management Support (MCMS).

(2) Failure to make premium payments in a timely manner as determined by the Director, TRICARE Management Activity.

(3) A Soldier who fails to execute a re-enlistment/extension for continued service in the ARNG as agreed to in DD Form 2895 will cease to be qualified for TRS Tier 1 coverage upon expiration of his or her current service commitment or enlistment. A subsequent enlistment, extension or re-enlistment will not reestablish qualification for TRS Tier 1 unless the Soldier becomes qualified for this benefit after performing a new period of qualifying active duty.

(4) When Soldiers notify the TRC/MCMS that they no longer wish to purchase health care coverage under this program. This decision is irrevocable and the Soldier will no longer be qualified for TRS Tier 1 coverage unless they again become qualified for this benefit after performing a new period of qualifying active duty.

5. TRICARE Reserve Select Tier 2. TRS Tier 2 is a premium-based TRICARE health plan that may be purchased by ARNG Soldiers who meet the qualification criteria defined below. TRS Tier 2 requires the Soldier to pay 50% of the total cost of the shared premium.

a. Qualification. An ARNG Soldier is qualified to purchase TRS Tier 2 coverage if the Soldier meets one of the criteria listed below during the entire period of TRS Tier 2 coverage.

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(1) Unemployment Compensation Recipient: The Soldier is a qualified unemployment compensation recipient under State law for any day of the month for which TRS Tier 2 coverage is provided.

(2) Not Qualified for an Employer-Sponsored Health Plan: The Soldier's employer does not offer health insurance to its employees or the Soldier is in a category of employees to which the employer does not offer a health benefits plan (if this category of employees is based on hours, duties, employment agreement, or such other characteristics). However, exclusion of the employee for participating in an employer-sponsored health plan cannot be based on the employee's membership in the ARNG.

(3) Self Employed: The ARNG Soldier is self-employed when self-employment is the Soldier's primary source of income (other than service in the ARNG). A self-employed Soldier may operate a trade, business or profession as a sole proprietor or as a partner. ARNG Soldiers will not be considered self-employed if he or she works for any other entity that provides a health care plan which is available based on that employment.

b. Soldiers must execute a DD Form 2895, annually with his or her unit of assignment for a period equal to the period of TRS Tier 2 coverage.

c. Soldiers must be in the ARNG at the start of TRS Tier 2 coverage and continue to serve in the ARNG for the entire period of coverage. An executed service agreement as specified in paragraph 5b, above, does not guarantee that the Soldier will be retained in the ARNG for the entire period covered by the service agreement since Service policies and various provisions of law may require that the Soldier be separated from the ARNG on an earlier date.

d. The DD Form 2895, which documents the Soldier's agreement to serve continuously in the ARNG as a condition of qualification for the TRS Tier 2 coverage, is separate from any other form of commitment to a period of obligated service and may cover any part or all of the same period of service that is covered by another commitment of obligated service. The period of obligated service for TRS Tier 2 will run concurrently with any other service commitment.

e. The Soldier must provide the required documentation described below to his or her unit of assignment in order to certify qualification for TRS Tier 2 coverage. This may require supplemental documentation should the initial documentation fail to cover the full period of TRS coverage, which typically ends on 31 December each year.

(1) Qualified Unemployment Compensation Recipients. Soldiers will provide a statement of benefit, verification of receipt of unemployment compensation or a letter of eligibility from the State unemployment office. The letter must identify the Soldier as qualified for unemployment insurance compensation and specify the period of eligibility. **Note:** The regular period of unemployment compensation is 26-weeks, although "Extended Benefits" are available to workers who have exhausted regular unemployment insurance benefits during periods of high unemployment. The basic Extended Benefits program provides up to 13 additional weeks of benefits when a State is experiencing high unemployment. Some States

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(also refers to Territories and the DC) have also enacted a voluntary program to pay up to seven additional weeks (20-weeks maximum) of Extended Benefits during periods of extremely high unemployment. For this reason a periodic qualification certification audit is required NLT the 26-week of Tier 2 or the 26-week of unemployment compensation eligibility, which ever is earlier, and every 8-weeks thereafter, for Soldiers who claim unemployment compensation for TRS qualification criteria.

(2) Non-Availability of Employer Sponsored Health Care Plan. The Soldier will provide a letter from his or her employer that certifies that the employer does not offer health care insurance to its employees or the company health insurance plan excludes certain categories of employees from participating in the company's health insurance plan and describes why this employee is not qualified to participate in the plan. The letter must be signed by a company Human Resource Department representative or another appropriate authorized company official. Qualification under this eligibility criteria will be re-validated each calendar year during the Soldier's birth month audit, or sooner if needed.

(3) Self-Employed.

(a) Soldiers will provide a Form 1040 and Schedule SE filed for the most recent federal income tax return (the Schedule SE form must be filed when annual net earnings from self-employment are \$400 or more).

(b) If this is the Soldier's first year of self-employment, he or she must provide documentation filed with federal, state or local government officials to establish the business and the taxpayer identification number under which the business will operate (this may be a social security number, an individual taxpayer number, or possibly an Employer Identification Number if the business or practice has employees). Qualification under this eligibility criteria will be re-validated each calendar year during the Soldier's birth month audit, or sooner if needed.

f. Suspension of TRS Tier 2 coverage. TRS Tier 2 coverage is suspended when:

(1) Soldiers are covered by a non-premium based TRICARE benefit (e.g., active service [active duty and full-time National Guard duty] greater than 30-days, delayed-effective-date active-duty order, or TAMP), or when the Soldier is married to another military member and their spouse is on active duty orders for more than 30-days.

(2) TRS Tier 2 coverage will resume when the Soldier's qualification for non-premium based TRICARE benefits expire, and coverage will continue until the TRS Tier 2 coverage expires, is again superseded, or is otherwise terminated.

g. Termination of TRS Tier 2 coverage. TRS Tier 2 coverage will be terminated at the end of the month in which any of the following occurs:

(1) The Soldier is separated or transfers from the SELRES for any reason.

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(2) Failure to make premium payments in a timely manner as determined by the Director, TRICARE Management Activity.

(3) Soldiers who purchase TRS Tier 2 coverage during the current year but do not provide the required documentation during the annual qualification certification/recertification period will have his or her TRS Tier 2 coverage terminated on 31 December of the current calendar year.

(4) Soldiers who purchase TRS Tier 2 coverage during the current year but do not execute the required service agreement (DD Form 2895) during the annual qualification certification/ recertification period will have his or her TRS Tier 2 coverage terminated on 31 December of the current calendar year.

(5) Soldiers who no longer meet the qualification criteria for TRS Tier 2, specified in paragraphs 5a above will be terminated effective no later than the end of the month in which the change occurred. Soldiers are required to notify their Unit and State TRSVO as soon as possible, but in no case, not later than the end of the month in which the change occurs.

(6) Upon expiration of the Soldier's current enlistment if the Soldier fails to extend or reenlist, in order to complete the period of service specified in the DD Form 2895.

(a) Except as provided for in the Qualifying Life Event exception below, Soldiers who subsequently extend or reenlist after incurring a break in service of more than one day are not considered a new accession for the purpose of gaining qualification to enroll in TRS Tier 2 or Tier 3, and can only regain qualification for TRS Tier 2 or Tier 3 coverage during the next open season.

(b) Soldiers who experience a Qualifying Life Event (*Qualifying life events are designated by the Assistant Secretary of Defense for Health Affairs and currently include: a change in immediate family composition and a change in employment of the Soldier or spouse that affects the health coverage status of the Soldier or the Soldier's family*), may enroll in TRS Tier 2 outside the open enrollment season, provided they meet the qualification criteria specified in paragraphs 5a and 5b, above.

h. The Army National Guard will administer the enhanced TRS program in accordance with current OSD Policy as referenced above.

i. Soldiers must promptly notify the appropriate official when the Soldier no longer meets the qualification criteria for TRS Tier 2 coverage.

(1) Soldiers who fail to notify the appropriate official of his or her change in qualification will be responsible for the TRS Tier 3 premium payments beginning the month following the date those Soldiers no longer qualify for TRS Tier 2 coverage.

(2) Soldiers may also be subject to disciplinary action under the Uniform Code of Military Justice for failing to report his or her change in qualification, thereby fraudulently representing that he or she is qualified for TRS Tier 2 health care coverage.

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6. TRICARE Reserve Select Tier 3. TRS Tier 3 is a premium-based TRICARE health plan that may be purchased by Soldiers of the ARNG who do not qualify for TRS Tier 1 or Tier 2 health care coverage. ARNG Soldiers who wish to purchase TRS Tier 3 coverage must pay 85% of the total cost of the shared premium.

a. Qualification. TRS Tier 3 is available to all ARNG Soldiers who are not qualified for or have not elected to purchase TRS Tier 1 or Tier 2 health care coverage. Qualification is contingent upon the Soldier entering into an agreement to serve continuously in the ARNG for the period of TRS Tier 3 coverage and the following:

(1) Soldiers must execute a DD Form 2895, annually with his or her unit of assignment for a period equal to the period of TRS Tier 3 coverage.

(2) Soldiers must be in the ARNG at the start of TRS Tier 3 coverage and continue to serve in the ARNG for the entire period of coverage. An executed service agreement does not guarantee that the Soldier will be retained in the ARNG for the entire period covered by the service agreement since ARNG policies and various provisions of law may require that the Soldier be separated from the ARNG on an earlier date.

(3) The DD Form 2895, which documents the Soldier's agreement to serve continuously in the ARNG as a condition of qualification for the TRS Tier 3 coverage, is separate from any other form of commitment to a period of obligated service and may overlap any part or all of the same period of service that is covered by another commitment of obligated service. The period of obligated service for TRS Tier 3 will run concurrently with any other service commitment.

b. Suspension of TRS Tier 3 coverage. TRS Tier 3 coverage is suspended when:

(1) Soldiers are covered by a non-premium based TRICARE benefit (e.g., active service [active duty and full time National Guard duty] greater than 30-days, delayed-effective-date active-duty order, TAMP), or when the Soldier is married to another military member and their spouse is on active duty orders for more than 30-days.

(2) TRS Tier 3 coverage will resume when the Soldier's qualification for non-premium based TRICARE benefits expires and coverage will continue until the TRS Tier 3 coverage expires, is again superseded, or is otherwise terminated.

c. Termination of TRS Tier 3 coverage. TRS Tier 3 coverage will be terminated at the end of the month in which any of the following occurs:

(1) Soldiers are separated or transferred from the Selected Reserve (SELRES) for any reason.

(2) Failure to make premium payments in a timely manner as determined by the Director, TRICARE Management Activity.

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(3) Soldiers who purchase TRS Tier 3 coverage during the current year but do not execute the required service agreement (DD Form 2895) during the annual qualification certification/ recertification period will have his or her TRS Tier 3 coverage terminated on 31 December of the current calendar year.

(4) Upon expiration of the Soldier's current enlistment if the Soldier fails to extend or reenlist, in order to complete the period of service specified in the DD Form 2895.

(a) Except as provided for in the Qualifying Life Event exception below, a Soldier who subsequently extends or reenlists after incurring a break in service of more than one day is not considered a new accession for the purpose of gaining qualification to enroll in TRS Tier 2 or Tier 3, and can only regain qualification for TRS Tier 2 or Tier 3 coverage during the next open season.

(b) Soldiers who experience a Qualifying Life Event may enroll in TRS Tier 3 outside the open enrollment season provided they meet the qualification criteria specified in paragraph 6a, above.

7. Calendar Year 2006 Annual Qualification Certification for TRS Tier 2 and Tier 3.

Calendar Year 2006 Qualification Certification: Initial TRS Tier 2 and Tier 3 coverage will be available for purchase in 2006 for coverage beginning 1 October 2006, through 31 December 2006. This three month period provides a transition to annual calendar year coverage for TRS Tier 2 and Tier 3 beginning in calendar year 2007.

a. 2006 Enrollment/Qualification Certification. The Enrollment/Qualification Certification period for calendar year 2006 will be conducted from 1 July 2006, through 25 September 2006. All requests to purchase TRS received with a postmark after 25 September 2006 will be processed for enrollment for the calendar year 2007 benefit without exception.

b. Soldiers who wish to purchase TRS Tier 2 or TRS Tier 3 coverage must meet all of the qualification criteria established by this policy memorandum.

(1) TRS Tier 2 Enrollment/Qualification Certification and Service Agreement requirements are mandatory as are the Periods of Obligated Service established herein. The executed period of obligated service on the DD Form 2895 may be for the period 1 October 2006, through 31 December 2007, for this initial period of qualification/certification if the Soldier intends to purchase TRS Tier 2 coverage for both the fourth quarter of calendar year 2006 and the entire calendar year 2007. In the case of a Soldier who only wants to purchase TRS Tier 2 coverage for calendar year 2006, the period of obligated service will be from 1 October 2006, through 31 December 2006.

(2) TRS Tier 3 Enrollment/Qualification Certification and Service Agreement requirements are mandatory as are the Periods of Obligated Service established herein. The period of obligated service on the DD Form 2895 is for the period 1 October 2006, through 31 December 2007, for this initial period of qualification/certification if Soldiers intend to purchase TRS Tier 3 coverage for both the fourth quarter of calendar year 2006 and the

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entire calendar year 2007. For Soldiers who only want to purchase TRS Tier 3 coverage for calendar year 2006, the period of obligated service will be from 1 October 2006, through 31 December 2006.

8. Calendar Year 2007 Annual Qualification Certification for TRS Tier 2 and Tier 3.

Calendar Year 2007 is the transition year to an annual calendar year TRS Tier 2 and Tier 3 enrollment. The Enrollment/Qualification Certification period for 2007 will be conducted from 1 September 2006, through 31 October 2006.

a. Soldiers who provide the required documentation to certify qualification for TRS Tier 2 coverage during the fourth quarter of calendar year 2006, enter into a service agreement (DD Form 2985) that extends through calendar year 2007 and enroll in TRS Tier 2 are not required to recertify for continued coverage for calendar year 2007. The Soldier's unit of assignment must ensure the Soldiers are coded as qualified in Defense Enrollment Eligibility Reporting System (DEERS) after verifying that the required documentation which substantiates qualification is on file and they are covered by a service agreement (DD Form 2895) for calendar year 2007. **Note from paragraph 5e(1) above:** A periodic qualification certification audit is required NLT the 26-week of Tier 2 or the 26-week of unemployment compensation eligibility, whichever is earlier, and every 8-weeks thereafter, for Soldiers who claim unemployment compensation for TRS qualification criteria.

b. Soldiers who enter into a service agreement (DD Form 2985) that extends through calendar year 2007 and enrolled in TRS Tier 3 are not required to enter into a new service agreement for calendar year 2007. The Soldier's unit of assignment must ensure they are coded as qualified in DEERS after verifying that the required documentation which substantiates qualification is on file and they are covered by a service agreement for calendar year 2007.

c. Soldiers who do not purchase TRS Tier 2 or Tier 3 coverage for the fourth quarter of calendar year 2006 and wish to purchase such coverage for calendar year 2007 must meet the qualification requirements and enrollment certification requirements previously defined in this policy memorandum for TRS Tier 2 coverage, or for TRS Tier 3 coverage.

d. The executed period of obligated service on the DD Form 2895 for enrollment qualification for either TRS Tier 2 or TRS Tier 3 must be from 1 January 2007, through 31 December 2007.

9. Bar to Reenrollment – TRS Tier 2 and Tier 3. Soldiers who are terminated from TRS Tier 2 or Tier 3 coverage will not be allowed to purchase Tier 2 or Tier 3 coverage until the next open season unless they qualify based on a QLE, or the Secretary of the Army exercises the reinstatement authority provided for in OSD/RA policy. However, the reinstatement authority is NOT authorized in the case of a Soldier who failed to reenlist or extend.

10. Service Agreement. The original DD Form 2895 for TRS Tiers 1, 2 or 3 will be placed in the Soldier's personnel file at the unit.

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a. Soldiers will maintain a personal copy of the DD Form 2895. Other personnel record management requirements will be accomplished as directed.

b. **Important:** Soldiers will not incur a penalty for electing the maximum allowable coverage under TRS Tier 1 and later choosing not to remain in the program. However, Soldiers who elect not to enroll for the maximum allowable coverage under TRS Tier 1 will forfeit the remaining period of maximum coverage for Tier 1, and the only way Soldiers may be qualified to re-enroll, is to be ordered to Active Duty for more than 90 consecutive days, thereby re-qualifying for a new period of TRS Tier 1 coverage. Verbiage on the DD Form 2895 includes very important qualification, suspension, and termination information clearly stated and otherwise indicated elsewhere in this policy. It is very important that each Soldier is counseled individually, and carefully reads a copy of the current DD Form 2895, before signing.

c. Officers and Warrant Officers are not required to initiate re-enlistment/extension documents for participation in TRS as outlined above under qualification requirements for any TRS coverage.

d. The government is not obligated to guarantee SELRES status for the number of years the Soldier elects TRS coverage.

e. The period of obligated service will begin on the effective date of TRS coverage.

11. Additional Guidance. All JFHQ must ensure that all Soldiers who are alerted for mobilization, mobilized, and demobilizing from contingency operations under Title 10 USC, are properly briefed on Enhanced TRS benefits as well as qualification/enrollment requirements. Additionally, they must ensure that TRSVOs receive required training and that they also track Soldier(s) who elect to participate in the TRS program, to ensure that each Soldier who has elected to "Enter Agreement" (show intent by "accept coverage") follows through with "Executing Agreement" (completed DD Form 2895), and executes any necessary re-enlistment/extension or enlistment documents if applicable.

12. Responsibilities:

a. Unit Commanders at all levels will:

(1) Coordinate with supporting activities to ensure Soldiers are made aware of, provided sufficient information about, and afforded the opportunity to make informed decisions concerning the TRS program.

(2) Ensure that Soldiers execute extension/re-enlistment documents within the currently prescribed time window to ensure continued participation in this program along with any other applicable incentives the Soldier may be eligible for at the time of re-enlistment/extension.

(a) Extension/re-enlistment documents will not be completed prior to 12-months prior or within 24-hours after the Soldier's current ETS date to ensure the Soldier is afforded the

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opportunity to participate in and establish eligibility for any bonus/incentives available at time of extension.

(b) Retention NCOs will counsel Soldiers on TRS participation agreement and execute re-enlistment/extension documents for the number of years required to establish qualification to participate in TRS or as required for bonuses or other incentives they may be offered, whichever is greater, not to exceed six years per service agreement. The following statement will be placed on DA Form 4836, block 8, "I have been counseled and am extending to participate in TRS in addition to any applicable bonus or other incentive I may have been offered." Soldiers will initial next to this statement.

b. Each JFHQ will:

(1) Appoint a primary and alternate ARNG TRSVO to attend training conference(s), and also notify NGB-ARP of the appointed VO. The TRSVO will contact the State Site Manager to obtain a username and password to access the DMDC web application. The primary role of the State TRSVO will be to access the website, verify and submit the DD Form 2895 to DMDC, and forward a copy of the DD Form 2895 to the Soldiers unit of assignment to be filed in the Soldier's DA 201 Military Personnel File. The TRSVO will also maintain a file of those documents which validate eligibility or substantiate a change in health care coverage for any TRS plan. These documents must be filed separately in accordance with Army Record Information Management System (ARIMS) instructions pertaining to personnel files for a minimum of three-years for audit purposes.

(2) The DMDC will provide a report of the ARNG Soldiers who have "Entered Agreement" and a report for Soldiers who have elected not to participate upon request (procedures for requesting specific reports are defined on the DMDC website under Special Reports).

(3) Monitor Soldiers who have "entered agreement" in the TRS program to ensure the Soldier "executes agreement" by completing the DD form 2895, having the State TRSVO certify the document. A declination statement must be completed by the Soldier and filed in the Soldier's DA 201, Military Personnel File for Soldiers who initially or subsequently decide to not participate in TRS. If a printed declination statement can not be obtained from the website, the Soldier must sign a Memorandum of Record indicating the desire to decline TRS coverage.

(4) Establish eligibility tracking requirements within their respective State, Territory, or the DC, and provide feedback to NGB-ARP as to individual status as required.

(5) Coordinate with the Regional TRICARE representatives to provide mandatory annual briefings, literature, and answer Soldier's questions and concerns.

c. The Army National Guard Directorates will:

(1) Maintain policy oversight for this policy and future changes (NGB-ARH).

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(NGB-ARH Policy Memorandum #06-041)

(2) Receive, consolidate, and maintain all tracked data from DMDC and provide required reports to the respective JFHQ for action as required (NGB-ARP).

(3) Provide detailed guidance of the TRSVO's roles and responsibilities, TRS audit requirements, and document retention and filing (NGB-ARP).

(4) Coordinate with DMDC POC(s) to ensure the proper procedures for reporting Soldiers participating in TRS in the DEERS databases (NGB-ARP).

13. For answers to frequently asked questions (FAQ) about enhanced TRS benefits please contact your local JFHQ POC, TRSVO, or research TRS and all FAQ at:
www.tricare.osd.mil/reserve/reserveselect.

14. Point of contact for is Mr. Ray Holdeman at 703-607-5851, DSN 327-5851, or email:
raymond.holdeman@ngb.army.mil, and MAJ Mary-Frances McBain, Health Services Officer,
703-607-9066, mary-frances.mcbain@ngb.army.mil.



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