



DEPARTMENT OF THE ARMY
WARRIOR TRANSITION COMMAND
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MCWT-PER

12 JUN 2014
WCTP Policy Memo 14-006

Expires: 12 JUN 2015

MEMORANDUM FOR COMMANDERS, REGIONAL MEDICAL COMMANDS (RMC)

SUBJECT: Policy Memorandum – Enrollment of Warrior Transition Unit (WTU) Cadre and Warrior Transition Command (WTC) Staff into the Warrior Care and Transition Program (WCTP)

1. Reference: WCTP Policy Memo 13-006, subject Entry and Exit Criteria for the WCTP, dated 30 Aug 13.
2. Purpose: To establish procedural guidance regarding WTU cadre and WTC staff enrollment into the WCTP.
3. Proponent: The proponent for this policy is the WTC, G-1.
4. Applicability: The policy applies to all components (active, guard, and reserve) as it relates to the processing of WTU cadre and WTC staff for enrollment into the WCTP.
5. Policy: Effective immediately, all WTU cadre and WTC staff requesting enrollment into the WCTP will follow the below guidance:
 - a. Meet the entry criteria in accordance with (IAW) paragraph 4a of reference 1 above.
 - b. Identify themselves as early as possible for enrollment into the WCTP and assignment/attachment to a WTU and submit relevant medical documentation accompanying a WTU entry packet through the requesting WTU/WTC.
 - c. At a minimum, WTU entry packets will comply with the standards IAW reference 1 above.
 - d. Once validated by the WTU/WTC, the requesting unit will submit the WTU entry packet for approval IAW the below guidance:
 - (1) Entry packets for WTU Cadre will be submitted through the RMC Warrior Transition Office (WTO) and RMC Chief of Clinical Operations who will validate entry criteria and medical necessity. The entry packet will then go through the RMC Commander for concurrence and forwarding to the Triad of Leadership at the proposed gaining WTU for approval/disapproval.

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(2) WTC Division Chiefs will submit entry packets for WTC Staff through the WTC G1 and WTC Surgeon who will validate entry criteria and medical necessity. The entry packet will then go through the WTC Commander for concurrence and forwarding to the Triad of Leadership at the proposed gaining WTU for approval/disapproval.

e. If approved, reserve component (RC) Soldiers on active duty under Title 10 United States Code Section (USC) 12301(d) will convert to Title 10 USC Section 12301(h) orders under Medical Retention Processing - Evaluation (MRP-E) for 60 days while being evaluated to determine eligibility for MRP orders and acceptance into the WCTP. The Soldier Transfer and Regulating Tracking Center will coordinate movement of all cadre (AC, ARNG, and USAR) to the WTU with medical capability and capacity to care for the Soldier that is closest to his/her support network or home of record whenever feasible. However, if the proposed WTU location is where the Soldier most recently served as cadre, the RMC may redirect the Soldier's entry packet to an alternate WTU for approval/disapproval by the Triad of Leadership at the alternate location; but only based on substantive evidence of prior issues while serving as cadre, and only with agreement by the RMC Commander(s) controlling both the proposed WTU and the alternate WTU.

6. Approval: The Triad of Leadership at the gaining WTU is the sole approval/disapproval authority for all WTU cadre and WTC staff personnel.

7. Responsibilities:

a. Requesting WTU.

(1) Identify and procure all relevant medical documentation pertaining to the Soldier's wound, illness and/or injury (including any and all documentation from both civilian and military care providers).

(2) Medical Review and validation of WTU entry packet will be conducted as follows:

(a) Battalion (BN) Surgeon. Cadre assigned to WTUs with a supporting BN Surgeon.

(b) DCCS. Cadre assigned to WTUs without a supporting BN Surgeon.

(c) WTC Surgeon. Staff assigned to the WTC.

(3) Submit an official WTU entry packet IAW paragraph 5 of this policy.

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b. RMC:

(1) WTO. Validate entry criteria of cadre IAW reference 1 above.

(2) Chief, Clinical Operations. Review and validate WTU entry packet based on medical necessity per civilian and/or military medical records and regulatory guidance. Recommend concurrence or non-concurrence to the RMC Commander.

(3) RMC Commander. Recommend concurrence or non-concurrence to the Triad of Leadership at the gaining WTU for approval/disapproval IAW paragraph 6(a) of this policy.

c. WTC:

(1) G1. Validate entry criteria of cadre and WTC staff IAW and reference 1 above.

(2) Command Surgeon. Review and validate WTU entry packet based on medical necessity per civilian and/or military medical records and regulatory guidance. Recommend approval or disapproval to the WTC Commander.

(3) WTC Commander. Recommend concurrence or non-concurrence to the Triad of Leadership at the gaining WTU for approval/disapproval IAW paragraph 6 of this policy.



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