

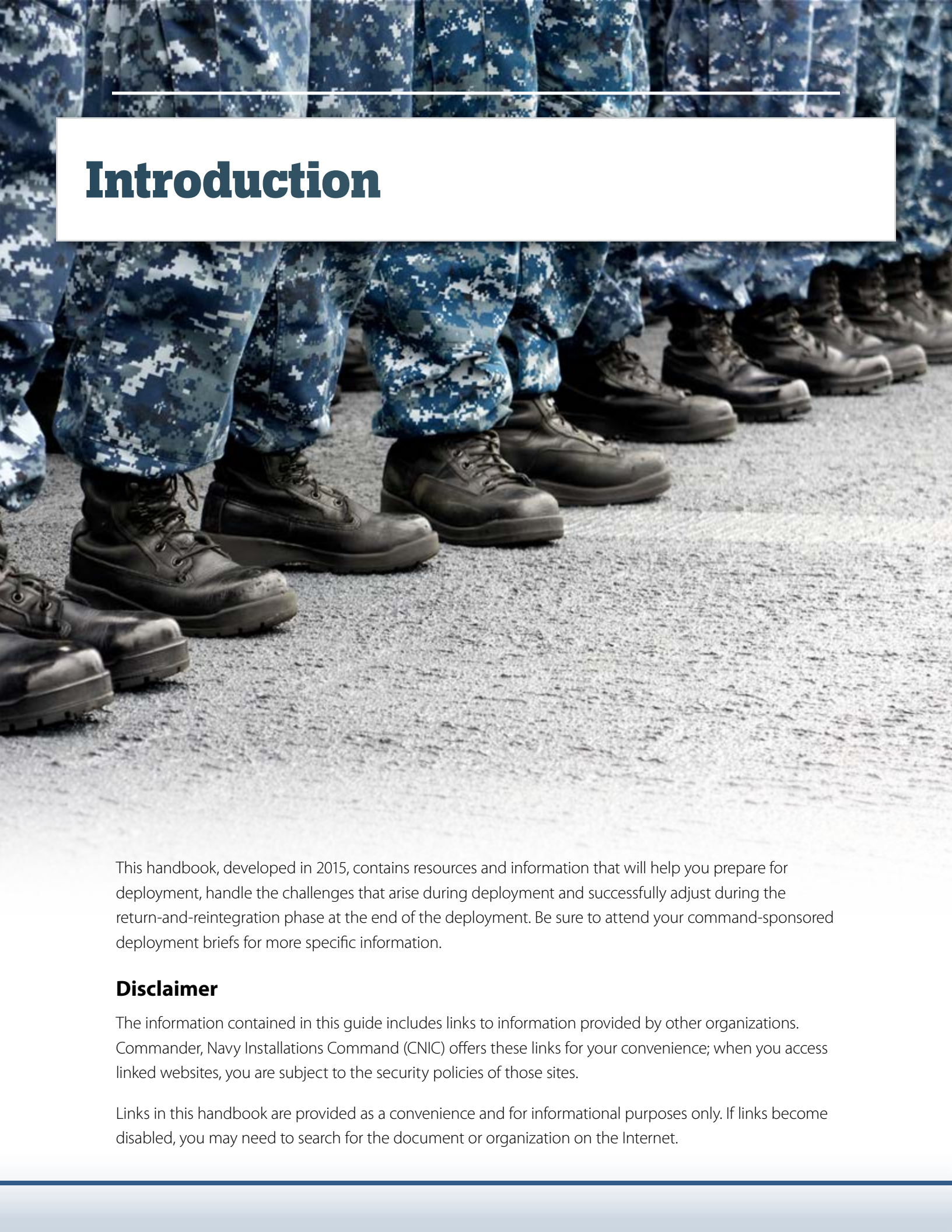


Deployment Support Handbook



The
Fleet & Family Support
Center

CNIC
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Introduction

This handbook, developed in 2015, contains resources and information that will help you prepare for deployment, handle the challenges that arise during deployment and successfully adjust during the return-and-reintegration phase at the end of the deployment. Be sure to attend your command-sponsored deployment briefs for more specific information.

Disclaimer

The information contained in this guide includes links to information provided by other organizations. Commander, Navy Installations Command (CNIC) offers these links for your convenience; when you access linked websites, you are subject to the security policies of those sites.

Links in this handbook are provided as a convenience and for informational purposes only. If links become disabled, you may need to search for the document or organization on the Internet.

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Deployment Support Handbook

The Deployment Cycle



For service members and their families, deployments encompass more than the time spent at sea or in a foreign country. There is a cycle that begins long before the ship or unit departs, and it continues beyond homecoming. For the different warfare communities — aviation, submarine, surface, expeditionary and special forces — the cycle may be different, but the overall process is the same. The deployment cycle consists of four phases: pre-deployment, deployment, post-deployment and reintegration.

Pre-Deployment Phase

Before deployment, commands and units go through additional training to prepare for their upcoming missions. There is an increased operations tempo (OPTEMPO) as equipment is tested and training intensifies. Service members may be gone for days or weeks at a time, returning home for brief periods before leaving again to continue training. This period, sometimes referred to as “work-ups,” can be stressful due to the uncertainty of the schedule. For families, this is the time to begin preparing for the longer separation of deployment.

Deployment Phase

The deployment phase begins with the departure of the ship or unit. Facing the extended separation can result in stress for both service members and their families. For military personnel, once the ship or unit has deployed, it becomes a time to focus on the mission at hand. For families, it is a time to adjust to the absence of their loved ones and develop a new “normal” for the duration of the deployment.

Post-Deployment Phase

Once the ship or unit has returned, there is a brief respite before a return to normal duties. Service members may be able to take leave during this time, but it is important to remember that leave is determined by the needs of the command. There may also be opportunities for service members to attend training, as needed.

Reintegration Phase

The final phase of the deployment cycle is the reintegration phase. During this time, service members adjust to being home with loved ones and return to their customary habits and activities. This time can be stressful for service members and family members as everyone adjusts to being together again. If you are feeling stressed or anxious, help for dealing with the stress of reintegration is available through your local Fleet and Family Support Center.

Individual Augmentee (IA) Deployments



In an **IA deployment**, a service member receives orders to deploy individually or with a small group to augment a different unit or branch of service. This is different from deploying with a ship, a squadron or an entire unit. An IA can be active duty or Reserve, volunteer or be selected for deployment. Special training is required for IAs before their deployment, so they may be away from home for an extended period of time.

IA deployments may have shorter notification periods, and service members may only receive minimal information about the deployment. More information on the IA program can be found on each service branch's website:

- [United States Navy IA Sailor](#)
- [Expeditionary Combat Readiness Center \(ECRC\)](#)
- [Individual Mobilization Augmentee \(IMA\) Program, Army Human Resources Command](#)
- [IMA Program, Marine Corps](#)
- [Air Force Reserve Command \(AFRC\)](#)

Returning Warrior Workshop (RWW): RWW is available to returning IAs to assist with issues they may face during reintegration.

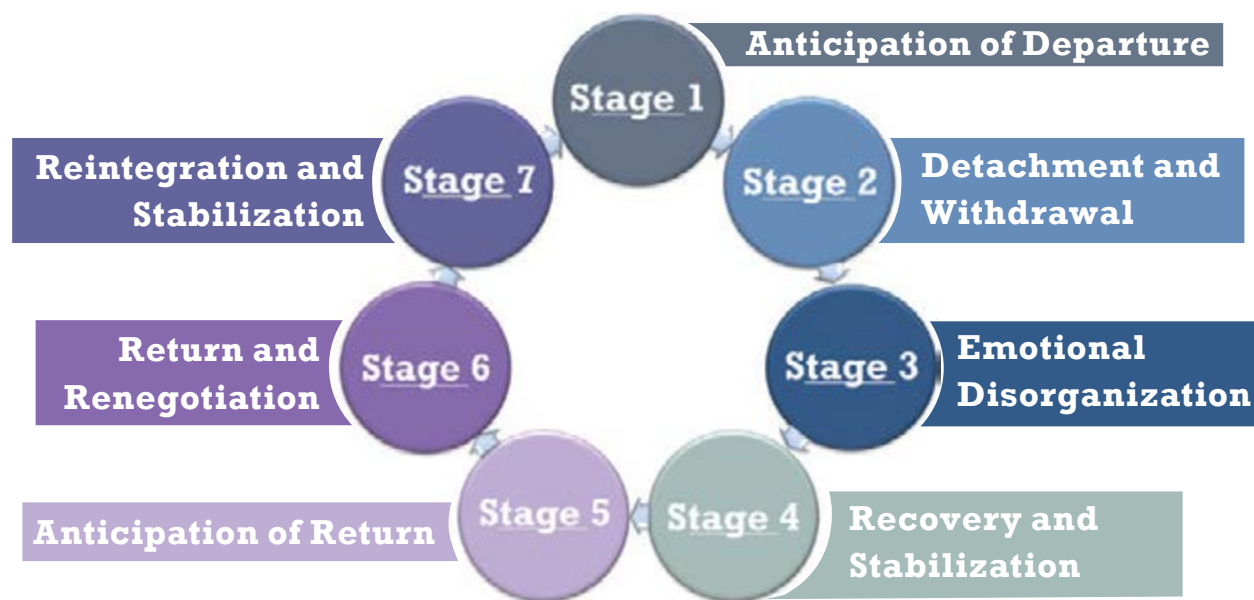
Yellow Ribbon Reintegration Program: This program connects National Guard and Reserve members and their families with resources through all stages of the deployment cycle.

NOTE: Forward deployed ships include those home-ported at overseas installations including Japan, Guam and Spain. These vessels may experience higher operations tempo (OPTEMPO); they may be deployed more frequently than stateside ships.

Emotional Cycle of Deployment

The Emotional Cycle of Deployment describes the emotional and behavioral changes that may occur during a deployment. Understanding this cycle and the common emotions for each stage can help service members and their families adjust to the changes they will experience during deployment. These stages will be discussed in greater detail throughout this handbook.

Emotional Cycle of Deployment



Stage 1: Anticipation of Departure

Before deploying, service members may be working extra hours to prepare for departure. The time apart, added to the stress of longer working hours, can result in tension at home.

Stage 2: Detachment and Withdrawal

This second stage usually takes place during the last week before deployment. This is a period of heightened anxiety and conflicting emotions.

Stage 3: Emotional Disorganization

During this stage, family members must adjust to the changes at home. They create new routines as they assume new responsibilities.

Stage 4: Recovery and Stabilization

The recovery and stabilization phase occurs when spouses settle into their new routines and realize that they can manage the family affairs. For spouses, a strong support

network can reduce their stress level and increase their resiliency.

Stage 5: Anticipation of Return

The anticipation of homecoming may be tinged with anxiety as spouses consider their changing roles when their service members return home. Open communication about expectations for homecoming can help alleviate these concerns.

Stage 6: Return and Renegotiation

After the initial excitement of homecoming has passed, there is a period of adjustment to new roles and routines. Tension and arguments may increase as everyone redefines their roles and responsibilities. Communication is essential to successful reintegration.

Stage 7: Reintegration and Stabilization

During this final stage of the Emotional Cycle of Deployment, life will normalize. It may take a few months, but everyone will adjust to the changes. Communication is the key to successfully dealing with these challenges.

TIP: Remember that these emotions are normal. Be sure to take the time to talk with your loved ones about the emotions you are experiencing so that you can work through them together. If, at any stage, emotions escalate or become unmanageable, you can take advantage of the free, confidential counseling services available through the Fleet and Family Support Center, Military OneSource, or any military installation's Family Support Center.

Tips for a Successful Deployment

Preparation is key to a successful deployment. This checklist includes important tasks to complete before deployment.

Tasks	Resource	Date
☐ ID cards: Ensure that everyone in your family has a current ID card so they can gain access to military facilities and receive military benefits.	DEERS database MilConnect	
☐ Power of attorney: Allows you to act on a service member's behalf during their absence.	Region Legal Service Office Legal services locator	
☐ Service member's full address: Communication varies based on the deployment location, but regular mail is usually accessible to everyone. Be sure you know how to contact the service member in case of emergency.	Service member	
☐ Navy Family Accountability and Assessment System (NFAAS): Maintains your family information, ensures all family members are accounted for and assesses your needs, especially in an emergency.	NFAAS website https://navyfamily.navy.mil	
☐ Beneficiary information (Servicemembers' Group Life Insurance): Make sure your service member's beneficiary information is accurate, especially if there has been a change in your family.	U.S. Department of Veterans Affairs www.benefits.va.gov/insurance/sgli.asp	
☐ Command ombudsman: Military spouse appointed by the CO to serve as a liaison between the command and family members. Great first stop for information. If you move or leave the area for an extended period of time, provide your ombudsman with your current contact information.	Ombudsman locator https://www.ombudsmanregistry.org/?m=contactombudsmanorg/?m=contactombudsman	
☐ Page 2 (Emergency Data Form): Ensure current contact information for your primary and secondary next of kin is up to date. The person listed will be contacted in an emergency.	Service member	
☐ Spending plan: There are many pay changes that occur before, during and after one deploys. Creating or updating your spending plan will help you manage these changes so that you stay on track with your financial goals	FFSC financial counselor FFSC locator	
☐ Will: A legal document that outlines the wishes of a person upon their death, including what they want to happen to their property and other assets. If you have children, it is important to include who you and your partner want to care for your child(ren) should something happen to you both.	Region Legal Service Office Legal services locator	
☐ Support system: The person(s) you will turn to when you need assistance during the deployment. The go-to person for family members may be a relative, best friend, the ombudsman or a support group like the Family Readiness Group (FRG).	Relatives, friends, ombudsman, FRG	

In addition to the practical steps listed above, the following suggestions can help you successfully navigate the challenges of deployment:

1. **Communicate.** Regular, honest, open communication with a variety of people is the norm for successful deployers and their families.
2. **Ask for help.** Successful deployers and their families are aware of the vast resources available to military families and do not hesitate to ask for help when they need it.
3. **Manage stress.** Stress is unavoidable. Successful service members and their families manage stress. They generally eat a balanced diet, exercise, avoid excessive alcohol and drugs and have some type of spirituality or belief system.
4. **Prepare.** Successful Navy families prepare for deployments. They ensure ID cards do not expire, update their Record of Emergency Data (Page 2), life insurance, wills, and powers of attorney.
5. **Have a positive attitude.** You may not have control of many things in your life, but you do have control of your attitude. Successful service members and their families are optimistic that they can cope with deployment. While they allow themselves to worry or occasionally experience self-doubt, they usually give themselves positive internal self-talk and maintain a “can do” attitude.
6. **Set goals.** Successful military personnel and their families have long-term goals and set goals to accomplish during deployment: increase job proficiency, go back to school, save money, lose weight, read more, get in shape.
7. **Have fun.** Successful military families do not put life on hold during a deployment. They make time for fun and do things they enjoy. They also celebrate personal successes as well as successes of friends and family.
8. **Get involved.** Successful service members and their families participate in family readiness groups, community groups, sports, volunteer events, attend classes and stay busy. They often focus on helping others as a way to deal with deployment loneliness.
9. **Form friendships.** Successful people initiate friendships and do not wait for someone to approach them. They reach out to others in need and, therefore, others reach out to them when needed.
10. **Trust.** Successful service members and their families rely on others to do the right thing. They are not naïve but believe in others.
11. **Stay in touch.** Service members should make every effort to maintain communications with loved ones. Frequent contact with family members helps service members feel connected to home, whether that contact comes via letters, email or phone, when available.

Pre-Deployment Phase



This section is intended to help you prepare for deployment and to serve as a resource during a deployment. The material is presented in seven sections: Document Preparation, Financial Preparation, Health Care Preparation, Housing Preparation, Family Preparation, Top 10 Resources for Military Families and Pre-Deployment Checklists for single service members, couples and single parents.

Document Preparation

Document preparation includes paperwork you need to complete before deployment, including administrative, legal, financial and healthcare. As you prepare and review these files, check for expiration dates or events that may occur during deployment.

TIP: Be sure to put all important documents in a safe place, such as a fireproof safe at home or a safety deposit box at your bank.

Administrative Documents

Defense Enrollment Eligibility Reporting System (DEERS): DEERS is the database that lists all service members and family members who are eligible for military benefits, including TRICARE. Before deploying, check your DEERS information to be sure that all eligible family members are properly enrolled. You can verify and update personal information through the DEERS website at [MilConnect](#).

Record of Emergency Data (Page Two): Make sure your Page Two has the current contact information for your primary and secondary next of kin. The person you list will be contacted in case of an emergency. Family members who move or leave the area for an extended period of time should always provide their ombudsman with their current contact information.

Uniformed Services Identification Card: You must be enrolled in DEERS before you can receive a military ID card. Family members must go to an ID card facility to get their ID cards, because photos are required. Children do not need an ID card until they are 10 years old, but they must be registered in DEERS. You can find the nearest ID card facility through the [RAPIDS Site Locator](#).

Passports: Family members who do not have passports may want to apply for one before the service member deploys. Information about passports can be found on Department of Defense Military and Civilian Passport Matters, and Department of State websites.

Legal Documents

As part of your preparation for deployment, you should review your legal documents and update them before departure. The military's Legal Service Offices can help you prepare or update documents at no cost. You can find the nearest Legal Service Office through the Armed Forces Legal Assistance (AFLA) [Legal Services Locator](#). Additionally, the American Bar Association (ABA) offers assistance for military families through [ABA Home Front](#).

Power of Attorney (POA). A power of attorney is a document that gives one person the authority to act on another's behalf for legal or financial issues for a specific time period. For service members, this is typically the length of the deployment.

General Power of Attorney. A general power of attorney gives broad authorizations to a specified person. The agent is allowed to act on your behalf in medical, legal or financial matters.

Specific/Limited Power of Attorney. A specific/limited power of attorney allows you to give only specific powers to the designated person for a specified period of time.

Living Will. A living will is a written document that allows you to determine what medical treatment you do or do not want in the event of a serious injury or terminal illness. A living will only goes into effect if you cannot express your wishes.

Last Will and Testament. A will states how you want your property to be disposed of after your death. Service members are strongly encouraged to make a will. Without a will, a court may decide how to distribute your property or who should be responsible for the care of your children.

Financial Preparation



Before deploying, you should make it a priority to organize your financial matters. Couples should discuss their finances to ensure that everyone is working toward the same financial goals.

Spending Plan. What are your financial goals? A spending plan can help you achieve your financial goals by managing the money that comes into and goes out of your pocket. Ask yourself how much money your house-

hold needs for the length of your deployment. Include basic expenses, such as rent/mortgage, utilities, groceries, insurance and child care. Prioritize expenses to see whether there are any items that can be reduced or eliminated during deployment.

Make the time to organize your accounts. Decide whether to maintain a joint account or separate accounts to manage your finances during deployment.

Check with your partner before making major purchases. Deployment can make communicating

with each other on financial matters a challenge. If you anticipate a major purchase during the deployment (e.g., appliance, car), plan the purchase ahead of time and set a price limit.

TIP: For assistance creating a spending plan, speak with your Command Financial Specialist or the Personal Financial Management staff at the Fleet and Family Support Center.

Bill paying. How will bills be paid during deployment? Will a spouse, partner or other family member be handling the family finances? Be sure to review payment due dates and provide all necessary account information.

Allotments. Allotments can help you manage your money. Allotments allow service members to pay bills or deposit a set amount of money into a different bank account each month. For information about setting up allotments, go to [DFAS Allotments](#).

Savings Deposit Program. Deployed service members may be eligible to participate in the Savings Deposit Program (SDP). The program is available to service members during deployments to specific locations. Additional information on the SDP can be found on the DFAS website at [DoD Savings Deposit Program](#).

Taxes. If income taxes are due during the deployment, how do you want to have your tax return completed? Tax assistance may be available, particularly on larger ships. If the spouse at home plans to file a joint return during the deployment, the service member needs to complete and sign IRS Form 2848, Power of Attorney and Declaration of Representative, and leave it with the spouse preparing the return.

TIP: Active-duty members may be eligible to file their federal income taxes for free electronically. [Military OneSource](#) offers free tax preparation assistance. You should also check with your state's tax department to determine whether they also offer free electronic filing of income tax returns for the military.

Servicemembers Civil Relief Act (SCRA). The Servicemembers Civil Relief Act (SCRA) provides financial protections for active-duty service members and members of the Reserve and National Guard on active-duty status. Protections under SCRA generally begin on the first day of active duty and may extend for 30 to 180 days after release from active duty. Under SCRA, you can limit to 6 percent the interest rate for all financial obligations (including mortgages) that you incurred before beginning active duty. This protection does not apply to debts you entered into while on active duty, to federally guaranteed student loans and to some other types of financial obligations.

TIP: For more information about preparing financially for deployment, talk with your Command Financial Specialist (CFS) or the Personal Financial Manager at your installation FFSC.

Emergency Financial Assistance. In the event of a financial emergency, family members may need to seek assistance from a military relief organization such as the Navy-Marine Corps Relief Society. Before deploying, service members should preauthorize their families to receive financial assistance if the need arises. If family members are not preauthorized to receive assistance, the service

member's permission will be required for the relief organization to be able to assist family members.

More information on preauthorization can be found through these relief organizations:

- [Navy-Marine Corps Relief Society \(NMCRS\)](#)
- [Army Emergency Relief \(AER\)](#)
- [Coast Guard Mutual Assistance \(CGMA\)](#)
- [Air Force Aid Society \(AFAS\)](#)

VFW Unmet Needs. Unmet Needs helps service members who run into unexpected financial difficulties as a result of deployment or other military-related activity. The program provides financial aid of up to \$2,500 to assist with basic life needs in the form of a grant. This is not a loan, so no repayment is required.

Healthcare Preparation



Family members of active-duty personnel are entitled to healthcare insurance through TRICARE. Family members of Reservists who are mobilized or deployed for periods longer than 30 days also become eligible for TRICARE services.

You should check the enrollment of your family members to ensure that they will be covered during the deployment on [TRICARE's Beneficiary Web Enrollment](#).

TRICARE offers health and dental insurance options to meet the needs of military families. To learn about the different plans, go to:

- [TRICARE Health Plans](#)
- [TRICARE Dental Plans](#)

Housing Decisions for Families



One of the decisions you must make before deployment is where your family will live while the service member is away. When a service member receives orders to deploy, a common reaction is to move back home to be near family and friends. There are advantages to moving to familiar surroundings, but there are also benefits to staying in your military community. Before you make a decision, you should carefully evaluate what is best for your family. Some things to consider:

- Ties to your current community.
- Finances.
- Your children. If your children are in school or involved in sports or other activities, moving can be disruptive.
- Housing situation.

Family Preparation



Preparing your family for deployment can help them successfully navigate the challenges they will face. Understanding what to expect and making a plan for the time apart will reduce stress and increase resiliency of all family members.

As part of your pre-deployment preparation, you should become familiar with the many programs and services available to help spouses and other family members manage the challenges of deployment. These include:

- [Fleet and Family Support Centers \(FFSC\)](#)
- [Family Readiness Groups \(FRGs\)](#)
- [Military OneSource](#)
- [Command Ombudsman](#)

NOTE: A list of military and community programs and services is included in the appendix.

During this preparation period, service members and families will experience the first two stages of the Emotional Cycle of Deployment. Common feelings during these two stages include:

Anticipation of Departure

Spouses may alternately feel denial and anticipation of loss. Arguments and bickering are common. This can be a useful way for a couple to distance themselves emotionally in preparation for the separation.

Family	Service Member
Physically drained Emotionally numb or tired Mentally separating Anger, resentment Denial	Physically drained Emotionally numb or tired Mentally separating Guilt

Detachment and Withdrawal

Sadness and anger occur as couples attempt to protect themselves from the hurt of separation. Although physically together, they may have separated emotionally. Often the non-deploying spouses think, "If you have to go, go." And Sailors think, "Let's get on with it!"

Family	Service Member
Overwhelmed or tired Hurt, rejection Sad or lonely Nervous about responsibilities Worried	Ready to get started Guilt for leaving Sad or lonely Excited to perform Worried

Preparing Spouses for Deployment. Service members and their families should discuss their expectations and concerns before departure in order to alleviate fears and reduce uncertainty. Experienced military family members say that communication during this time is critical to their ability to successfully cope with deployment. During deployments, spouses and family members assume many of the responsibilities normally handled by the service member.

Preparing Parents for Deployment. Before deploying, discuss a plan for communicating with your parents and make sure they know the following:

- The correct address for sending letters and care packages
- The service member's email address, if email is available during the deployment
- How to communicate with the command in the event of an emergency

You may want to consider giving parents the contact information for the ship or unit and make sure they know how to request and receive information. Parents may want to join the command's Family Readiness Group in order to receive updates about events and the schedule for homecoming. If your command has a newsletter or website that provides information during deployment, you may want to add parents to the access list for these resources.

Preparing Children for Deployment. Children may need help coping with the stress of an upcoming deployment. Reassure them that they will be cared for while Mom or Dad is away. Encourage them to ask any questions they might have. They may not be able to talk about how they are feeling because they may not be sure of their own emotions. Typical responses include:

- Shock, denial, anger or fear.
- Sadness that you are leaving.
- Feelings of isolation.
- Moodiness, whining and irritability.
- Testing limits.
- Angry outbursts, possibly followed by clinginess.
- Acting out at home or school.
- Reverting to previously outgrown behaviors.

When these feelings or behaviors arise, remind yourself that they are normal responses to a deployment. Listen to and talk with your child. Describe your deployment. Take your child on a tour of your ship or to meet your unit. Allow them to see where you will be living and working while you are away. Let them know that you also wish you did not have to leave. If your children say they are afraid you will not come back, talk about all of the training and practice you have had and how that will keep you safe.

NOTE: If your child is struggling, do not hesitate to contact your child's school counselor, the School Liaison Officer, the Fleet and Family Support Center, a chaplain or Military OneSource for assistance.

Ages and Stages

Age	Emotions	Parents Can Help By
Infant to 2 years old	• Restlessness • Irritation • Fear and/or confusion • Anxiousness • Frustration	• Be patient. • Hold your baby more often. • Maintain a routine. • Record the deployed parent singing, talking and/or reading, because it will keep the parent's voice familiar.
3 to 5 years old	• Confusion • Irritation • Surprised • Neglected — less attention from deployed parent • Guilt — blaming self for causing their parent to leave • Fear — the deployed parent will never return	• Learn to ignore attention-getting behaviors such as whining and be sure to give plenty of attention as soon as the attention-getting behavior stops. • Be careful not to excuse unacceptable behaviors that are not normally tolerated. • Keep the rules and routine consistent. • Make more time for hugs and cuddles. • Talk about why the deployed parent has to go away. • Talk about things that keep everyone safe. Be careful not to say, "Nothing bad will happen," because you cannot guarantee that.
6 to 12 years old	• Sadness • Anger • Separation anxiety • Guilt • Loneliness • Worry or fear	• Be a good role model by demonstrating good coping techniques and expressing your own feelings. • Talk with your child's teachers about the deployment. Let them know when it will begin and end, and discuss behavioral and academic concerns. • Help your child express their feelings creatively through art or writing. • Discover their interests; know their friends and invite them over to your house. • Provide additional adult relationships (aunts/uncles, coaches, friends or teachers).
13 to 18 years old	• Sadness • Fear of parent's rejection • Anger or resentment • Worry • Denial about their own feelings	• Watch for signs of depression (rapid weight loss or gain, changes in sleep patterns, interests, energy level and ability to concentrate). • Work on building mutual respect. • Be involved in their life, but do not encourage dependence. • Allow your teens to make more of their own decisions. • Choose battles carefully. Try not to criticize music, friends, hairstyle and clothing. • Establish clear limits on things like dating and curfews. • Remember that they are still children and need guidance and support from you. • Have your own adult support system and do not rely on your children for support. • Provide additional adult relationships with aunts/uncles, coaches, friends or teachers. • Keep communication open. Teenagers will frequently open up while driving or doing chores. • <i>Listen</i> more often than you talk.

Single Sailor Deployment Readiness Checklist



✓	<i>Do you know where each of the following documents is located?</i>
	Birth Certificate
	Divorce Decrees
	Death Certificates
	Medical Records
	Dental Records
	Veterinarian Records for each Pet
	Passports/Visas
	Insurance Policies (life, health, home, vehicle, flood, others)
	Real Estate Documents (lease, deed, first and second mortgages)
	Car/Motorcycle title, registration and inspection
	Most recent Leave and Earnings Statement (LES)
	Current Address and Phone Number of Immediate Family Members

✓	<i>Legal Documents</i>
	Do you have/need a will?
	Is your Record of Emergency Data (Page 2) current?
	Is the amount and beneficiary information current for the Servicemembers' Group Life Insurance?
	Will a general or specific power of attorney be needed to manage your affairs in your absence?
	Will your ID card expire during deployment?

✓	<i>Financial Planning</i>
	Do you have a written monthly spending plan?
	Does your budget include money for port visits, phone calls, gifts/souvenirs?
	Does your budget include additional funds for sea pay and other special payments (flight, submarine, combat duty, etc)?
	Will there be promotion during deployment?
	Will a reenlistment bonus be received during deployment?
	Do you have access to myPay?
	Are you enrolled in the Thrift Savings Plan?
	Have you established a financial goal(s) for this deployment such as pay off a vehicle, increase savings, save money to purchase a new vehicle, etc.?

✓	Banking
	Is pay distribution set up the way you want? Direct deposit to correct account(s)? Split pay? Any allotments or automatic check drafts?
	Do you have overdraft protection for your checking accounts?
	Will your debit/credit cards expire during the deployment?

✓	Bills
	How will you be making payments to creditors? Do they have your correct address?
	How will you be paying rent/mortgage/utilities?
	Are there any annual/quarterly expenses, such as car or home insurance payments, due while you are deployed? If so, how will they be paid?

✓	Taxes
	If you plan to file federal or state taxes while deployed, do you have all the necessary documents?
	Do you have a specific power of attorney if someone else will be filing your taxes, or are you going to request a filing extension?

✓	Vehicles
	Are vehicle insurance, tags, registration, title and inspection stickers current?
	Is all routine maintenance current?
	Have you made arrangements for storing your vehicle(s)?
	Have you talked with your insurance agent about reducing coverage while your vehicle is in storage?
	If a friend or family member is storing your vehicle for you, does your insurance cover them?

✓	House
	Are you able to terminate your lease due to military deployment? Will there be a financial penalty?
	If you plan to maintain your house or apartment, is your renter's/homeowner's insurance current?
	Is your house/apartment prepared if it will be vacant for an extended period during deployment? Did you stop mail and newspaper, turn off or reduce temperature of water heater, air conditioning or heat, arrange lawn maintenance, etc.?

✓	<i>Pets</i>
	Have you made arrangements for your pets to be cared for by family, friends or an animal foster care group (http://www.operationnoblefoster.org)
	Does your pet's caregiver have a copy of veterinary and immunization records, current license, if required, and your vet's contact information?
	Have you made arrangements to pay for food, treats and vet care while deployed?

✓	<i>Emergencies</i>
	Do you have a least one month's pay saved in case of financial emergency?
	Does your family know to use the American Red Cross in case of an emergency?
	Does your family have the name and number to the command ombudsman? Have you given the ombudsman permission to provide information to your family members?

✓	<i>Relationships</i>
	If you are in a relationship, have you discussed the effect of an extended separation?
	Have you told friends and family you are deploying, provided them with your contact information and asked them to keep in touch?
	If you share a house or apartment, have you instructed your housemates on the use of your household goods or are you planning to store them?

✓	<i>Communication</i>
	Have you discussed how often you will communicate and by which methods?
	Have you discussed how sensitive news will be shared?
	Does your family have the number to the command care line, if available?
	Is your family on the command phone/email tree?

Couples Deployment Readiness Checklist



✓	<i>Personal Documents</i>
	Birth Certificates
	Marriage License
	Divorce Decrees
	Death Certificates
	Medical Records of Each Family Member
	Dental Records of Each Family Member
	Veterinarian Records for Each Pet
	Adoption Papers
	Citizenship/Naturalization Papers
	Wills
	Passports/Visas
	Insurance Policies (life, health, home, vehicle, flood, others)
	Real Estate Documents (lease, deed, first and second mortgages)
	Car Title, Registration and Inspection
	Social Security Numbers of each Family Member
	Current Address and Phone Number of Immediate Family Members of both Spouses
	Is the Service Member's Record of Emergency Data (Page 2) current?
	Is the amount and beneficiary information current for the Servicemembers' Group Life Insurance?
	Are power of attorneys needed for buying a house, moving into government quarters, completing taxes, etc.?
	Is a Health Insurance Portability and Accountability Act form required to access medical records?
	Will military identification cards expire during deployment?
	Are all family members enrolled in Defense Eligibility Enrollment and Reporting System (DEERS)?

✓	<i>Financial Planning</i>
	Do you have a written monthly spending plan?
	Does your budget include money for port visits, phone calls, gifts/souvenirs?
	Does your budget include additional funds for sea pay, family separation allowance and other special payments (flight, submarine, combat duty, etc)?
	Will there be a promotion during deployment?
	Will a reenlistment bonus be received during deployment?
	Do you/your spouse have access to myPay?
	Are you enrolled in the Thrift Savings Plan?
	Do both you and your spouse understand and agree to how finances will be handled during the deployment?
	Have you decided who will be using which credit cards during the deployment?

✓	<i>Banking</i>
	Is pay distribution set up the way you want? Direct deposit to correct account(s)? Split pay? Any allotments or automatic check drafts?
	Are you using joint or separate checking accounts? If joint, have you discussed how you will manage?
	Do you need overdraft protection for your checking accounts?
	Will your debit/credit cards expired during your absence?

✓	<i>Bills</i>
	How will you be making payments to creditors? Do they have your correct address?
	How will you be paying rent/mortgage/utilities?
	Are there any annual/quarterly expenses such as car or home insurance or tuition payments due while you are deployed? If so, how will they be paid?

✓	<i>Taxes</i>
	If you plan to file federal or state taxes while deployed, do you have all the required documents?
	Do you have a specific power of attorney if someone else will be filing your taxes, or are you going to request a filing extension?

✓	<i>Vehicles</i>
	Are vehicle insurance, tags, registration, title and inspection stickers current?
	Is all routine maintenance current?
	Have you left the name of a trusted mechanic/repair garage with your family?
	Have you provided information about types of routine maintenance such as oil, filters and tires?

✓	<i>House</i>
	Is all routine household maintenance complete?
	Is your renter's/homeowner's insurance current?
	If expecting to move into government quarters during the deployment, is a special power of attorney available to arrange the move?
	If your family is planning to stay with extended family during the deployment, note that this is not covered in the military clause of most leases. Does your lease allow you to sublet or will there be a penalty?

✓	<i>Emergencies</i>
	Do you have a least one month's pay saved in case of financial emergency?
	Have you considered signing a preauthorization form with Navy-Marine Corps Relief Society for your spouse?
	Does your family know to use the American Red Cross in case of an emergency?
	Does your family have the name and number of the command ombudsman?

✓	<i>Communication</i>
	Have you discussed how often you will communicate and by which methods?
	Have you discussed how sensitive news will be shared?
	Does your family have the number to the command care line, if available?
	Is your family on the command phone/email tree and newsletter distribution list?

✓	<i>Homecoming</i>
	Have you discussed homecoming plans and expectations?
	Do you want to stay at home or take a vacation upon reuniting?
	If you have children, what are the homecoming plans for them?

Additional Items

List items not covered in the checklist here: _____

Single Parent Deployment Readiness Checklist



✓	<i>Personal Documents</i>
	Does your will include who will become your child/children's guardians should something happen to you?
	Have you updated your Family Care Plan? This document ensures that arrangements are in place for your dependent children.
	Is your Record of Emergency Data (Page 2) current?
	Is the amount and beneficiary information current for your Servicemembers' Group Life Insurance?
	Do your children have ID cards and are they enrolled in DEERS?
	Do you have a written financial agreement with your caregiver?
	Do you have an "agent letter" to allow your child's caregiver access to the base and to services such as the commissary, exchange and medical clinic for your child?
	Does your child's caregiver have a medical power of attorney to access emergency and routine care for your child/children? Do they know how to access the military medical clinic or how to file TRICARE claims if using civilian facilities?
	Is a Health Insurance Portability and Accountability Act form required in order for your child's care giver to access your child's medical records?

✓	<i>Caregiver</i>
	Does your caregiver know how to contact you with your command name and mailing address and your email address?
	Does your caregiver know to use the American Red Cross in case of an emergency?
	Is your caregiver aware of the services provided by the command ombudsman? Do they have the name and number of the command ombudsman?
	Is your child's caregiver aware of any medical conditions your child has and any medications being taken?
	Does your child's caregiver know how to get medication refills?

	Have you discussed rules and discipline with your child's caregiver?
	Do you have a plan for celebrating your child's birthday during your absence?
	Have you developed a communication plan with your child's caregiver? How often will you email, phone, or send regular mail? What types of information would you like to know? Have you asked your child's caregiver to send pictures?
	Does your child's caregiver have the number to the command care line, if available?
	Have you asked the command ombudsman to keep your child's caregiver informed on the status of the command via the command phone/email tree and newsletter distribution list?
	Does your child's caregiver have an age-appropriate car seat for transporting your child?

In addition to completing all of the items on the Single Sailor Deployment Readiness Checklist, active-duty custodial single parents should also be able to answer "yes" to the following:

✓	Your Child
	Have you told your child that you will be leaving and that you will return?
	Have you made a communication plan with your child and provided them with the tools they need to stay in touch with you, such as stationery, pens, markers, stamped, self-addressed envelopes, etc?
	Did you include money in your budget for phone calls, gifts/souvenirs for your children?
	If you have pets, is your child's caregiver caring for them too? If the pets will be cared for elsewhere, have you explained this to your child?
	Do you and your child have a support system – people you can reach in person, by phone or email – you can turn to for assistance during the deployment?
	Will your child be able to see you off when you leave for deployment?
	In conjunction with your child's caregiver, do you have plans to keep your child/children busy during deployment with fun activities including sports, scouts, music, church, etc.?

✓	<i>Relationships</i>
	Have you talked with your child's school or day care provider about your deployment? Have you asked them to send copies of school work and report cards? Be sure to include self- addressed, stamped envelopes.
	Have you asked if your child's school sponsors a discussion group or other program for children of de- ployed military parents?
	Have you discussed with your child's other parent what role, if any, they will have during your deployment?
	Have you informed extended family members about your upcoming deployment, provided your child's contact information and asked them to keep in contact with your child?

✓	<i>Comfort Items</i>
	Have you created a photo album for you and each of your children doing things together?
	Have you read and recorded your child's favorite books on audio or videotape?
	Did you leave a personal item of yours for each of your children to keep until your return?

✓	<i>Homecoming</i>
	Will your children be able to meet you at homecoming? If so, have you made arrangements?

Additional Items

List items not covered in the checklist here: _____

Deployment Phase

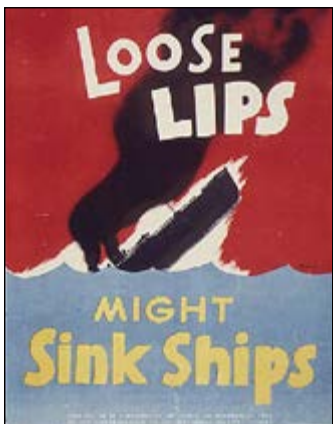


This section provides guidance for managing the challenges of deployment including: Communication During Deployment, Emergencies During Deployment, Disaster Preparedness, and Coping with Separation.

Communication During Deployment

Communicating with loved ones during deployment benefits both the service member and families. This section discusses some best practices for communication during deployment.

Operations Security (OPSEC)



Operations Security (OPSEC) is based on the idea that the accumulation of sensitive or unclassified pieces of information, when gathered and analyzed by adversaries, could compromise command and personal security. Do not talk or text about sensitive/classified information or try to communicate in code. Doing so could inadvertently give adversaries a critical piece of the puzzle that could compromise security and/or the command's mission.

Best practices for protecting OPSEC include avoiding discussion of:

- Command or Unit mission (including number of personnel)
- Ship's movement (e.g., location and times of deployment)
- Command morale or personal problems
- Scheduled or potential port calls
- Homecoming dates

Practice OPSEC. Do not:

- Talk about sensitive information in public settings such as the club, commissary, Navy Exchange or in the community.
- Talk about sensitive information over the telephone.
- Post pictures or information on social media.
- Include sensitive information in emails or attachments.
- Write about sensitive information in newsletters or blogs.
- Try to talk around classified information — it is extremely difficult to outsmart experienced intelligence analysts.

Communicating with the Command

There may be times during deployments when family members need to contact the service member's command. The command ombudsman serves as the Liaison between command families and the command.

Ombudsmen are volunteers appointed by the commanding officer to serve as an information link between the command leadership and command families. Ombudsmen are trained to disseminate information - official Department of the Navy and command information. They also provide resource referrals when needed and are instrumental in resolving family issues before they require extensive command attention.

TIP: You can find contact information for your command ombudsman on the [Ombudsman Registry](#).

Each branch of the service offers similar services to its families. For more information about each of these programs, follow the links below:

- [Navy Ombudsman](#)
- [Marine Corps UPFRP](#)
- [Coast Guard Ombudsman](#)
- [Army FRG](#)
- [Air Force Key Spouse](#)

Family Readiness Groups. Family Readiness Groups (FRGs) are part of a network that bundles key support services such as ombudsmen, Fleet and Family Support Centers (FFSCs), chaplains, school liaison officers and child development centers at the command level.

Family Readiness Group's purpose:

- Enhance command mission readiness.
- Prepare members for deployments and homecoming.
- Provide family support during deployments.
- Help families adjust to challenges and to support one another in times of personal, unit or area crises.
- Welcome/mentor members who are new to the Navy lifestyle.
- Coordinate social events, such as holiday celebrations.

FRGs are open to command members (active duty and Reservists or civilians) in their personal capacity, command members' spouses and children, other family members, and other interested civilians associated with the command and its personnel.

Communication Methods



There are many means of communication now available, but it is important to know that there are limitations on each; the needs of the military may interrupt communication paths. Talk with your family about what communication methods are realistic and share expectations for keeping in touch so disappointments do not occur.

- **Frequency.** Share how often you would like to receive some form of communication. For example, how often would you like to exchange letters or emails? How often would you like to send or receive a care package?
- **Availability.** What are the best days and times to call?
- **Preferences.** Discuss preferences for difficult and enjoyable situations. For example, would you like to know about a problem while it is occurring or only after there is a solution? Also, discuss items that you might like to receive in a care package and what to write (or not write) in letters and emails.
- **Discretion.** Use discretion in the type of communication you send your service member. Emails, letters and packages can be screened, lost and/or opened. News of a death or serious illness of a family member or close friends should be sent through official channels, such as American Red Cross and/or the Command Ombudsman. Also, discuss how to send “private” communication. For example, you may need to agree on how to signal the other person not to open emails, letters and packages in front of others.
- **Flexibility.** Communication plans can change once the deployment begins and schedules shift. So, do not feel stuck to whatever plan you establish today. The rule of thumb is to work out a new plan when and if your situation changes.

Email. As with all forms of communication with deployed personnel, when sending emails to loved one you should:

- Remember OPSEC; do not discuss dates or plans in your email.
- Not expect immediate replies. Service members may not have access to a computer or the email network may not be available.
- Remember email is not secure; others may be able to read it.
- Wait before sending an email when you are angry. Save it as a draft and then review it before sending.

Internet Communications. Service members on shore-based deployments may have ready access to programs such as Skype and FaceTime, which allow them to communicate directly with loved ones. Access to these programs may be limited during seagoing deployments due to the limited bandwidth on shipboard computer systems. Check with your command ombudsman or FRG to learn more about the availability of Internet communications at your command.

Telephone Calls. To make the most of your phone conversations with your service member practice the following:

- Keep a written list of things to talk about.
- Stay positive and upbeat.
- Discuss daily activities. Avoid spending the entire phone call talking about problems.
- Remember service members may not have privacy.

Calling Cards. Calling cards can help you save money on long-distance calls. Rates can be cheaper than using a cellphone or charging a call. The Veterans of Foreign Wars (VFW) sponsors free phone time for deployed service members and hospitalized veterans through Operation Uplink. For more information and a schedule of free calling days, go to [VFW Troop Support](#).

Video Chat. Some commands may offer service members access to video teleconferencing. If your command provides this service, check with your ombudsman for scheduling and location information.

Pictures and Video Recordings. One of the most popular ways to stay connected with your service member is through pictures and video recordings. Videos of daily activities allow your service member to share your experiences. Pictures of family, pets, your home, even a much-loved car are always welcome and appreciated. Check with your service member, command ombudsman or other experienced spouse to learn the most reliable method of sharing pictures and videos.

Social Media. Social media provides another means of communicating with deployed service members. Access to these services may be restricted or denied for security reasons; check with your command ombudsman to find out whether instant messaging or chat services may be available during deployment.

TIP: For more information about the correct use of social media, go to the [Military Community and Family Policy's Social Networking Guide](#).

Letters. Letters are a great way to stay in touch during deployments. For service members, reading letters provides a much-needed break from their duties. For families, letters are the link that connects them to their loved ones.

When writing to your service member, consider the following:

- Number your letters
- Have children send separate letters
- Remember OPSEC
- Use sarcasm and humor carefully
- Write often

Care Packages. Care packages can be a great way to send a little piece of home to deployed service members. When packing a care package, consider the limits on your service member's storage space and privacy. Items that take up very little space or can be consumed or shared are generally the most appreciated. You may want to ask your service member for a list of items that are not available to them on deployment. Some items to include in care packages are:

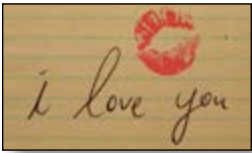
- Pictures (home, family, friends, pets)
- Home-baked goodies
- Non-perishable foods
- Books/magazines
- Children's artwork

Packages sent to an APO or FPO will generally need completed Customs forms. More information on Customs' regulations and required Customs forms can be found on the United States Postal Service (USPS) Customs Forms website. For a detailed list of restrictions by country, go to the USPS Overseas/Diplomatic Mail.

TIP: USPS offers a free "Military Care Kit" with the necessary supplies for sending packages overseas, including boxes, packing tape and Customs forms. Orders may be placed through the USPS website at [Military and Diplomatic Mail](#).

Care Packages

Running out of creative ideas to send in care packages? Try some of these “theme” pack ideas:



Call Home (or at least write) Pack

- Note paper and colorful pens
- Phone cards
- Address labels
- Address book
- Pre-addressed special occasion cards
- Love letters from your courting days



Night at the Movies Pack

- DVDs
- Popcorn
- Movie candy
- Nachos supplies
- Homemade poster
- Autograph from a favorite star



“Whine” & Cheese Pack

- Tape of you/kids whining
- Assortment of cheeses
- Assortment of sausages
- Assortment of crackers



Our Morning Coffee Pack

- Favorite coffee blend
- All the goodies to add ... creamer, sugar, flavors, etc.
- A great mug
- Individual coffee cakes
- Biscotti



Beach Party Pack

- Flip-flops
- Sunglasses
- “Blow-Up” beach toys
- Sunscreen
- Bathing suit
- Beach towel
- Goldfish crackers
- Swedish fish



Go Fish (Put all in a tackle box)

- Gummy worms
- “Go Fish” playing cards
- Fisherman’s hat
- Lip balm
- Sunscreen
- Plastic or model boat
- Can of chowder
- Fishing magazines



Good Sport Pack

- Sports magazines
- Popcorn and peanuts
- Pennants
- Favorite team T-shirt or cap
- Video of a local game or your kid’s games

Communication Tips



Open and frequent communication will keep your relationship strong. Of course, communication is not always easy, especially when one partner is away for extended periods. Suggestions for effective communication include:

- **Express feelings.** Before leaving, discuss your feelings about the deployment. Discuss the positive and challenging thoughts you have about the upcoming separation.
- **Discuss expectations.** Discuss your expectations during the deployment. These expectations can include a variety of issues: freedom to make independent decisions, contact with the opposite sex, going out with friends, budgeting, child rearing, and even how often letters or care packages will be sent.
- **Address change.** Acknowledge that you may change when you are apart. The partner at home may become more self-reliant. The service member may discover inner resources they did not know they had. View changes as positive factors that will likely add to your relationship. Reassure each other that regardless of any changes, your marriage will stay as strong as ever.
- **Determine methods.** Determine how you will stay connected with each other – by email, letters, etc. It is reassuring, too, to know beforehand how often you will be in contact. Keep in mind that the method of communication may be determined by mission requirements.
- **Prepare for periodic breaks in communication.** There will be times when a command has to suspend communications to meet its mission. This period of reduced communications may be known as “River City,” “going silent,” or “going dark.” You can prepare for these times by providing cards or letters that should be opened when other forms of communication are not available.

Emergencies During Deployment



Emergencies happen during deployments. Knowing how to respond to financial and family/medical emergencies can increase your resiliency and better prepare you to handle emergency situations as they arise.

Navy Family Accountability and Assessment System (NFAAS)

NFAAS standardizes a method for the Navy to account, assess, manage, and monitor the recovery process for personnel and their families affected and/or scattered by a wide-spread catastrophic event. To ensure that your family can be located, update your NFAAS profile with current contact information for all immediate family members. NFAAS should be updated twice yearly and any time you change your location or contact information. For more information, go to [NFAAS](#).

Military Relief Organizations

Military relief organizations provide financial assistance to active-duty, retired and activated Reserve personnel and their family members in emergencies. Examples of financial assistance include: food, rent and utilities; emergency transportation and vehicle repair; and funeral expenses. Generally, financial assistance is provided in the form of interest-free loans. For more information about your service branch's relief organization, visit the appropriate link:

- [Navy-Marine Corps Relief Society \(NMCRS\)](#)
- [Air Force Aid Society \(AFAS\)](#)
- [Army Emergency Relief \(AER\)](#)
- [Coast Guard Mutual Assistance \(CGMA\)](#)

NOTE: Military relief organizations do not pay bills for nonessentials; finance ordinary leave, liberty or vacation; or help service members and their families live beyond their means.

Authorization for Emergency Financial Assistance

Emergency financial assistance must be authorized by the service member or a person who has been granted authority to act for the service member. Family members can demonstrate their authority by presenting a power of attorney or a preauthorization form. Preauthorization forms are signed by the service member before deployment and grant permission to receive financial assistance from the relief organization while the service member is deployed.

You need to apply for emergency assistance. You will be required to provide identification and demonstrate financial need. Visit the website of the appropriate service relief organization for more information about the application process.

The American Red Cross (ARC)

The ARC works in partnership with the military relief organization to provide round-the-clock financial assistance to eligible families. Examples of assistance provided by the ARC include:

- Emergency travel.
- Burial of a loved one.
- Emergency food assistance.

Contact your local ARC chapter to request assistance. You can find the location of the chapter nearest you through the [American Red Cross Chapter Directory](#).

Emergency Leave

Emergency leave may be authorized for family emergencies. It can be granted for emergencies involving immediate family members or a sole surviving relative. Emergency leave must be approved by the commanding officer and may only be authorized when the military situation permits.

The military must confirm that an emergency exists and that the presence of the service member can help to alleviate the emergency.

- **Medical Emergencies.** Medical emergencies can happen at any time during a service member's deployment. Through the American Red Cross, family members can notify their service members of the medical emergency and possibly have their service members return home for a period of time.
- **Definition of Medical Emergency.** It is important to understand what the military considers to be a medical emergency and how to use the American Red Cross Armed Forces Emergency Communication Services to contact deployed service members. Medical emergencies are defined as the death, critical illness or critical injury of an immediate family member. Immediate family consists of:
 - Spouse
 - Parents
 - Children
 - Grandparents
 - Guardians who raised the service member

NOTE: The birth of a child or non-life-threatening health conditions such as broken bones do not constitute medical emergencies.

- **American Red Cross Armed Forces Emergency Communication Services.** When sending an emergency message through the American Red Cross Armed Forces Emergency Communication Services, you will need to provide the ARC with the following information:
 - The service member's name, rank, Social Security number and duty station
 - Information about the deployed command
 - The caller's relationship to the service member
 - A description of the medical emergency
 - The name of the doctor, hospital or funeral home associated with the situation

NOTE: Do not send emergency information through a letter or email. Using the ARC to deliver messages ensures that the command is aware of the situation and that the emergency has been verified. Commands can provide support to the service member, if needed.

You can access the ARC through several methods:



- Active-duty service members and their immediate family members who are stationed in the United States: Call toll-free at 1-877-272-7337 or visit www.redcross.org. Immediate family members of deployed Reserve members should also contact the ARC by this method.
- Other family members, retirees and civilians may access ARC services through their local ARC chapter.
- Military personnel overseas should call the installation ARC office.

Emergency Contact Information

Before deploying, service members should provide commands with emergency contact information for spouses and anyone who may be called to assist in an emergency. This may include family, friends or neighbors who can provide support. Include the names of people authorized to pick up children from school or day care. This information does not replace the DD Form 93, Record of Emergency Data.

TIP: Disaster preparedness requires advance planning. Keep your contact information current, create a disaster kit and prepare a plan with your family to reduce the stress and uncertainty caused by a disaster.

Disaster Preparedness

Be Informed: The American Red Cross and Ready Navy suggest some basic steps to ensure your safety in an emergency:



- Discuss how to prepare for and respond to emergencies that are most likely to happen where you live, learn, work and play.
- Plan what to do in case you are separated during an emergency.
- Choose two places to meet:
 - Right outside your home in case of a sudden emergency, such as a fire.
 - Outside your neighborhood, in case you cannot return home or are asked to evacuate.
- Plan ahead for your pets.

Make a Plan: Your family may not always be together when emergencies happen; you should have plans for making sure you are able to contact and find one another. If your family decides to remain in your home during a disaster, you should:

- Identify a safe room in the house.
- Contact the command or ombudsman and inform them that you are not evacuating.
- Dispose of perishable food in the refrigerator and freezer except for a small amount you can keep in a cooler with ice.
- Fill bathtubs and additional coolers with water to flush toilets, bathe, cook and clean.

If your family decides to evacuate, you should:

- Pack and take all relevant supplies from the basic disaster supply kit.
- Notify the command or ombudsman that you will be leaving.
- Secure your home inside and out. Turn off electricity, water and gas at a main connection.

TIP: If your community has experienced a disaster, register on the [American Red Cross Safe and Well](#) website to let your family and friends know you are safe, or call 1-800-RED CROSS (1-800-733-2767) and select the prompt for “Disaster” to register your family.

Build a Kit: Being prepared means being equipped with the proper supplies you may need in the event of an emergency or disaster. Your kit should include the basic supplies listed below:

- | | |
|--|--|
| ● Water: 1 gallon per person per day (three-day supply for evacuation, two weeks for home) | ● Food: nonperishable, easy-to-prepare items (three-day supply for evacuation, two weeks for home) |
| ● Flashlight and extra batteries | ● First-aid kit |

For detailed emergency preparedness checklists and kits, go to:

- | | |
|---|---|
| ● Ready Navy | ● Ready.gov Disaster Supplies Kit |
| ● American Red Cross Prepare Your Home and Family | ● Ready Navy Fact and Activity Sheets |

Coping with Separation



Deployments can be stressful for all family members. This section is designed to help service members, spouses, children and parents cope with deployment.

During the deployment phase, service members and families will experience the next three stages in the Emotional Cycle of Deployment. Common emotions during this phase include:

Emotional Disorganization

The non-deploying partner may feel an initial sense of relief followed by guilt. Many feel disorganized, depressed, or restless. Some are stuck in this stage, which can cause problems throughout the remainder of the deployment.

Family	Service Member
Disorganized and unfocused Overwhelmed Emptiness, loss Worried Can get stuck in this stage	Relief followed by guilt Mission-focused Sad or lonely Worried

Recovery and Stabilization

Those at home have begun to feel more comfortable with their new roles and responsibilities. They also may develop increased confidence and a positive outlook

Family	Service Member
Increased confidence Independent More positive outlook Lonely but coping	Settled into routine Accomplishing tasks Focused on mission Found their “sea legs”

Anticipation of Return

Spouses and partners who remained at home realize that they have not finished everything they wanted to during the separation. There is a feeling of joy and excitement in anticipation of being together again. Feelings of apprehension surface that the service member may not like some of the decisions made during their absence. Service members are excited and anxious, wondering if they will be accepted or needed by their families and if their children will remember them.

Family	Service Member
Excited Happy Increased energy Anxious Relief	Excited Happy Worried Anxious

Coping with Separation for Spouses and Family Members

Even the most prepared family members may encounter situations that increase the stress they feel. To help minimize the effects of stress, it is important for you to recognize some common symptoms of stress and take appropriate steps to cope with the stress you are experiencing. Some symptoms of anxiety include:

- Crying for no apparent reason
- Difficulty making decisions
- Difficulty sleeping
- Feeling overwhelmed by multiple roles
- Excessive drinking or drug use

NOTE: If you are experiencing symptoms of stress, contact the nearest [Fleet and Family Support Center](#) or [Military OneSource](#) for assistance.

Coping with Separation for Parents of Deployed Service Members

Parents of service members may have mixed emotions about their child's deployment. Pride in their accomplishments and the sacrifices they have made may be mixed with anxiety about their safety. Often, parents turn to the service member's spouse for information about the ship or unit. The following are some things you can do to make the deployment less stressful for parents:

- Encourage parents to write to the service member.
- Provide parents with unit contact information.
- Encourage parents to find support groups.

NOTE: Blue Star Mothers of America is a support organization of mothers of current service members and veterans. To find a local chapter near your family, visit [Blue Star Mothers](#).

Coping with Separation for Children

Reactions to separation from a parent can vary depending on your child's personality, age and experience with separation. You should become familiar with the more common reactions; watch for more serious symptoms to determine whether your child may need additional support or professional help.

- Be aware of available support systems. Take advantage of the programs available to help you with the separation. On military installations, deployment readiness programs, command ombudsmen, FRGs, Key Spouse Groups, chaplains, as well as children and youth programs can offer support.
- Keep the adults in children's lives involved. Make sure your children's teachers, coaches, day care providers and community leaders are aware of the deployment.
- Plan new activities. Do not confuse consistency with rigidity. Some change may be beneficial to you and your children. Make time to talk, cuddle or add new outings to your routine. Plan activities that give your children something to anticipate and help pass the time. Family activities such as walks, bike rides, visits to the library or craft projects at home may provide much-needed distractions.
- Watch behaviors and seek help if children need it. Be aware of any changes that may interfere with your children's usual routine and activities. Do not hesitate to ask for assistance.

Children and Deployment



Tell your children about the upcoming deployment. Do not assume they are aware and understand that a parent is deploying. Reassure them that they will be cared for while Mom or Dad is away. Encourage them to ask any questions they might have.

Allow children to miss their parent and to feel sad about their absence. Encourage communication with your children and allow them to express their feelings. Children are often confused, angry, worried and insecure. It is important to maintain your child's daily routine and be consistent in discipline.

Most military children are resilient and will bounce back. If your child is struggling, do not hesitate to contact your child's school counselor, the School Liaison Officer, the Fleet and Family Support Center, a chaplain or Military OneSource for assistance.

The following chart provides some tips on what to expect from your child:

Age	What to Expect	Ways to Help
Infants & Toddlers 	They may seem fussier, clingy, may eat less and have trouble sleeping.	Have your spouse/child's caregiver: ● Record video- or audio-taped stories. ● Post pictures of deployed parent. ● Provide extra hugs and cuddles. ● Maintain routine. ● Take care of themselves to be better able to care for children.
Preschoolers 	May feel their behavior caused their parent to leave. May become more fearful/ irritable. May regress in potty training/thumb sucking/ etc. May have trouble sleeping.	Have your spouse/child's caregiver: ● Record video- or audio-taped stories. ● Create a waterproof photo album or picture book of deployed parent and child doing things together. ● Provide extra hugs and cuddles. ● Maintain routine. ● Do not get too concerned if your child wants to sleep in Mom and Dad's bed while you're gone. It often provides a sense of security. Move your child back to their bed a few weeks before your expected return.

School-age 	May see a decline in school performance. More irritable or moody. May worry about deployed parent's safety.	• Have a family discussion before deployment. • Involve teachers, church, neighbors. Enroll in Big Brother/Sister Program. • Communicate regularly. • Reassure about safety training/drills/equipment. • Play games via email and regular mail. • Have your spouse/child's caregiver: • Schedule fun activities. • Help child compile care packages to send to deployed parent. • Limit viewing of TV news about world events. • Assist your child to send care packages, letters and cards to their parent and others serving.
Teens 	May be ambivalent. May be moody/withdrawn. May test rules.	• Communicate regularly. • Do not expect teen to take on your household responsibilities. • Ask spouse/caretaker to maintain rules, curfews and discipline as much as possible.

Deployment Activities for Kids

Below are sample activities that are available to help make deployments and separation easier for children. Contact your local military family support center or Military OneSource for additional ideas.

Paper Chain 	• This chain is made with strips of construction paper, glued into cylinder shapes and linked together. Children tear off a link for each day (or one for each week) until homecoming day, when the last “link” is left. This assists children in marking the passage of time. • The paper chain can also be used as a journal. As each link is removed, the children can write something that happened that day (or week) and mail it to the deployed parent or share it upon the deployed parent’s return. • Or, each day/week, a link can be added to build a chain, including an activity done during that day/week written on the link. When the service member returns, he/she can read what was accomplished during the deployment.
Command Gear	• These items can be given to children to wear while separated from the deployed parent. • School-age children wear them as a sign of pride in the deployed parent and as a way to feel closer to that parent.
Deployment “Grab-Bag”	• Fill any type of bag with scraps of paper that have activities written on them, such as go to the zoo, whisper all day, read a book, take a walk, etc. • Draw an item from the bag and do the activity with your child. • Send a picture of you and your child doing the activity to the deployed parent.
Deployment Journal 	• This can be any type of notebook, scrapbook, diary, etc., used by the child or parent to write letters, thoughts or to share feelings with one another. • Adding memorabilia, such as a baseball game ticket, ballet program, postcard, etc., along with journaling thoughts or feelings at the time, can make the event come alive. Remembering these events and special occasions help make the deployed parent feel more involved. • This is especially useful if mail will be slow or if there will be no mail (as with some submarine deployments).
Calendar Pages	• This can be a purchased calendar, one created on a computer or hand-drawn pages. • Mark off the passing days of a deployment. • Use the calendar as a journal to write in daily activities. • Each page can be mailed or reviewed at the end of the deployment.
Leaf Letters 	• Help your child create a tree trunk using construction paper. • Cut out about 10 leaves (more or less if you wish) • Explain to the child the importance of writing and how everyone likes to receive mail. • Have the child put the tree trunk someplace where she/he will see it (i.e., on the refrigerator), • The child can decorate the leaf and put a message on it for their deployed parent. • The child can then send it to their deployed parent, who will write a message on the back, and return the leaf to the child. • When the child receives the leaf in the mail, they can paste or tape it to the tree trunk. • Make sure that there are enough leaves to make a full green tree by the end of deployment. • When the deployed member returns, they can discuss the messages together.

Post Deployment Phase



The post-deployment phase requires some adjustments for all family members. The return of your service member from deployment may result in changing roles, responsibilities and daily routines. This section can help you and your family members prepare to meet these challenges.

During the post-deployment phase, service members and families will experience the final two stages of the [Emotional Cycle of Deployment](#). Emotions may include:

Return and Renegotiation

During this stage, couples have to make major adjustments in roles and responsibilities; relationships may not be the same as before the deployment. Each partner has had new experiences and has grown in different ways, and these changes must be accommodated. Being aware of each other's needs is crucial at this point.

Family	Service Member
Increased tension Loss of independence Happiness Anxiety Excitement	Increased tension Stranger in own home Adjusting to changes Happiness Frustration

Reintegration and Stabilization

There is a renewed sense of being a couple and a family. They are back on the same track emotionally and can enjoy the warmth and closeness of being a couple again.

Family	Service Member
Relaxed Comfortable Renewed sense of family Enjoy being a couple again	Relaxed Comfortable Renewed sense of family Enjoy being a couple again

Return and Reunion

Preparing for homecoming is an exciting time, but there may also be a level of stress involved. You may experience a wide range of emotions as you work to finalize homecoming preparations. Once your service member has returned home, you will need to talk about your expectations and find ways to establish a new “normal” for your family.

Expectations Leading Up to the Reunion

If you do not discuss your expectations about homecoming, you will be left making a lot of assumptions. Save yourselves time and hardship by having a conversation about realistic expectations, instead of hoping you will hit the mark. When it comes to homecoming expectations, here are some points to consider:

- Do not expect this reunion to be just like others you have experienced.
- Do not expect everyone to acclimate at the same rate.
- Expect there to be an adjustment period for just about everything.
- Expect that some things about your partner and your home will be different.

The Reality of a Reunion

As homecoming day approaches, it is important to remember that everyone in the family has changed during the deployment. All family members will need to make adjustments and allow for the changes that have taken place. Encourage everyone to be flexible during this time.

Tips for Planning for the Reunion

Be aware that homecoming plans can change. While you can never prepare for all of the possibilities, the following tips can help make homecoming go smoothly:

- Communicate before the reunion. Service members should keep family members updated on any changes in the schedule. They should also describe their preferences for the reunion.
- Budget for the reunion. Control costs by creating a spending plan for your reunion. Homecoming expenses can escalate quickly, so consider cost when making your reunion plans.
- Involve children in the planning. Have children participate in planning by having them make a welcome home banner, small gift or help prepare the homecoming meal.
- Decide who will be part of the reunion. Who does your service member want at homecoming? Some service members want to see only immediate family, while others may enjoy having extended family and friends.
- Get enough rest the night before the reunion. The excitement and anticipation of reunion may make it hard to rest, but homecoming day is likely to be long and tiring. Try to get as much sleep as possible the night before homecoming.

Hints for a Happy Homecoming



Reuniting after a long deployment is one of the best things about Navy life. Enjoy homecoming and be prepared to renegotiate your relationship as you reconnect.

Cooperation	Each of you has been making daily decisions for yourself. Now you'll have to relearn cooperation. What television show are you going to watch? What do you want for dinner? What time are you going to get up in the morning? Keep talking. Talk can help you get back together as a couple and as a family.
Responsibilities	Homecoming provides a great opportunity to re-evaluate and reassign family chores. Who manages the money, mows the grass, does laundry and walks the dog are the types of daily chores that must be done. Discover which family member enjoys doing a particular chore and divide the unpleasant jobs fairly.
Friendships	You both may have made some very good friends during the deployment. You may miss the camaraderie and daily connection. Make time for your family. Limit time with friends until you've settled into a comfortable routine at home.
New Stresses	You may be feeling the physical, social, and psychological consequences of deployment. Changes at home, such as the birth of a child, a serious illness in the family, a PCS move or other significant event can increase your level of stress. If you need assistance in dealing with stress, contact your local Fleet and Family Support Center, a chaplain, Military OneSource, a psychologist, or a psychiatrist through your local medical department.
Communication	Learning to cooperate can be challenging because your communication skills may be rusty. Service members may have to soften their communication style because they are used to giving and receiving orders without much discussion. You're not used to reading your partners non-verbal skills. "What did he mean by that sigh?" "Did she roll her eyes when I said that?" Watch for those non-verbal signals and calmly ask if you're not sure what is being "said." Those at home may have to help their service member catch up with missed experiences. Sailors may have to "clean up" their language and social skills. You may have to adjust to different access to privacy than you experienced during deployment.

Tips from Experienced Navy Couples

- Be careful not to get caught in the "Who Had It Worse" game.
- Plan time together as a couple.
- Share your feelings. It's natural to have mixed emotions at this time.
- Be realistic. The perfect reunion fantasy is just that — a fantasy.
- Expect to be more exhausted than you think; fatigue is a common homecoming reaction for everyone.
- Intimacy involves emotional, as well as physical closeness. Talk about each other's expectations for reconnecting physically.
- Communicating openly and honestly with your partner is a sure way to help make this homecoming the best it can be!
- If homecoming day is also a duty day, plan to make the best of it. Have dinner together!

Updating Documents

After a deployment, you should review some of the administrative details you arranged before the deployment. You may need to make changes to keep your information current.

- **Updating DEERS.** You may need to make changes to your information upon your return from deployment. Complete instructions for updating DEERS can be found on the [MilConnect](#) website.
- **Revisiting Legal Documents.** You may also need to review the legal documents you created before deploying, including powers of attorney, a living will, and last will and testament. Some of these may need to be revoked or rewritten to reflect your current situation. Contact your Legal Service Office for help. You can find the nearest office through the [AFLA Office](#) locator.

Revisiting Financials

When you return from deployment, be sure to review the following:

- **Leave and Earnings Statement (LES).** Service members may receive additional pays and allowances during deployment. When you return from deployment, your pay is likely to change. Take time to carefully review your LES to be sure it is correct. You can view your LES through [MyPay](#), the Defense Finance and Accounting Service's online system. You can also access your tax statements and view any allotments through this site.
 - Special pays and allowances. During deployment you may have received special pays and allowances that increased your income. When you return home, these pays and allowances should stop. Check your LES to be sure that any deployment-related pays or allowances (e.g., Family Separation Allowance (FSA), flight pay and imminent danger pay) have stopped. If you are still receiving the additional money, do not spend it. Any overpayments you receive must be returned. Set the money aside and contact your Personnel Support Detachment to notify them of the error.
 - Allotments. If you scheduled any allotments during the deployment, you may want to stop them and resume paying these obligations yourself. You can start, stop and change allotments by completing DD Form 2558, Authorization to Start, Stop, or Change an Allotment, and turning it in to your personnel support office.
 - Tax status. During your deployment your earnings may have been tax-free if/when you were in a combat zone. Enlisted personnel and warrant officers have no income limit for this tax exclusion; there is a limit on nontaxable income for officers. Your W-2 for that year will reflect the reduction in your taxable income.

- Service members Civil Relief Act (SCRA). If you qualified for any financial protections under SCRA, these may be expiring if you are leaving active duty.
- Emergency Assistance Pre-authorizations. You may also wish to revoke any unexpired pre-authorizations now that you are home.

TIP: Creating a New Spending Plan. When you return from deployment, your income is likely to change. This may be an excellent time to create a new spending plan based on current income. Your Command Financial Specialist or the Personal Financial Management staff at the FFSC can help you create a new plan.

Assistance with Controlling Finances. If you need assistance creating a spending plan or managing your finances, help is available through the Personal Financial Management Program at your military family support center or by contacting the financial counselors at Military OneSource.

- **Personal Financial Management Program (PFMP).** The PFMP offers instruction and individual counseling on financial topics to help military families achieve their financial goals. You can find the nearest military family support center through [Military Installations](#).
- **Financial Counseling through Military OneSource.** Military OneSource has partnered with the National Foundation for Credit Counseling (NFCC) to provide face-to-face financial counseling through local NFCC offices. Financial counselling is also available over the phone for those who cannot attend in-person counseling sessions. Visit [Military OneSource](#) for more information.

Reintegration Phase



Once the excitement of homecoming ends, service members begin to reintegrate into their normal lives. This is an adjustment for all members of the family, including spouses, parents and children. This section of the handbook addresses the challenges service members and their families face as they adjust to being reunited.

Reintegration Tips for Single Service Members

- Be prepared for change. People and situations may have changed while you were away.
- Make plans for the return. If you do not have family nearby, make plans with friends to do something special to celebrate homecoming.
- Be careful with spending. It may be tempting to spend some of the money you have saved, but be cautious about making large purchases.
- Avoid drinking excessively or turning to drugs. Seek professional help if you are having difficulty sleeping or experiencing unusual anger or feelings of anxiety.
- Do not be afraid to seek help if you need it. Contact the nearest military family support center, a chaplain, or Military OneSource if you need assistance.

Reintegrating with Partners

It takes time for couples to reconnect after deployment. Both service members and spouses have undergone changes during their time apart. The following tips should help couples reintegrate successfully.

Tips for Service Members and Spouses

- Be prepared for change.
- Be patient. Take time to settle back into your routines.
- Get reacquainted with your spouse.
- Ease back into roles and responsibilities.
- Be patient when reestablishing intimacy with your spouse.
- Do not be afraid to seek help if needed. Contact the nearest military family support center, a chaplain, or Military OneSource if you need assistance.

Building Trust

Part of reintegration for couples is establishing trust after a long time apart. Be sure to:

- Pay attention to your partner's needs. If you are attentive to your partner's needs, they will be attentive to yours.
- Be a person of your word. Following through tells your partner that you value them and the relationship.
- Take responsibility for your actions. Acknowledge when you misstep and how it affects your partner.
- Agree to forgive and forgo. Learning how to receive a sincere apology is just as important as learning how to give one.

NOTE: You may need help to rebuild trust. Seek professional help if you need it.

Balancing Time

After homecoming, additional time demands are placed on both service members and spouses. You will need to recognize the need for:

- Quality time vs. quantity time. There will be times when you and your partner will need time alone. When needing alone time, reassure each other that the relationship is safe and still intact.
- Couple time vs. family time. This can be especially challenging when you have children and other relatives who are eager to be a part of your homecoming. Just remember, a loving marriage is one of the greatest gifts you can give to your children and extended families.

Twenty Questions

Twenty Questions is a communication game that builds intimacy, honesty, openness and trust. Use these questions whenever you want to feel closer to each other, when you believe communication is becoming an issue, or even when you just want to have fun!

Twenty Questions: Deployment and Homecoming

1. How would you describe your overall deployment experience?
2. What surprised you most about homecoming?
3. What was the best (or most difficult) part of deployment?
4. What did you miss most (or least) about home?
5. In what ways has deployment changed you?
6. How did you spend your downtime during deployment?
7. What was your greatest fear about homecoming?
8. How will you let me know when you need time alone?
9. What changes make you uncomfortable? What changes are you pleased to see?
10. What has been your biggest adjustment?
11. How will we know when/if we need help adjusting?
12. What do you wish I would do more (or less)?
13. What new things did you learn during deployment?
14. What are your expectations for reintegrating?
15. What makes you feel most relaxed?
16. What would constitute a perfect day for you?
17. What are your expectations for how we maintain our home?
18. What would make our home more comfortable?
19. For what do you feel most grateful?
20. How would you like to spend quality time?

Reintegration with Parents



Parents fill various support roles for their military children. As service members begin to reintegrate into their families, parents can help them by considering some of the following recommendations:

- Be prepared for change.
- Be patient. Give your service member time to get comfortable being home again.
- Get reacquainted with the service member.
- Work as a team with the service member's spouse.
- Provide support to the service member's spouse.
- Encourage service members and their spouses to seek help if needed.

Reintegration with Children



Service members need to recognize that their children have changed during deployment; they have made new friends and acquired new skills. Children may also be feeling stress from the changes to their household after the service member's return.

10 Tips for Reuniting with Children

1. Honor developmental ages and stages
2. Ask the at-home parent about changes
3. Appreciate your child's contribution
4. Maintain routines and ask your child for help
5. Ask your partner for suggestions
6. Celebrate growth and normalize change
7. Encourage the sharing of feelings
8. Discuss changes as a family
9. Be patient
10. Focus on loving your child

Behavioral Health and Suicide Prevention



Family and friends may notice changes in mood or behavior in their service members. Some of these may be warning signs for service members at risk for suicide or suffering from combat and operational stress or post-traumatic stress disorder (PTSD). Below are potential warning signs, ways family and friends can help, and organizations that offer support and counseling for service members and their families.

Stress Continuum

The Stress Continuum consists of four stages: Ready, Reacting, Injured, and Ill. Features of each stage include:



THE COMBAT AND OPERATIONAL STRESS CONTINUUM



Combat and Operational Stress

Engaging in or witnessing the aftermath of combat can result in service members feeling fear, sadness and horror. These emotions can have an effect on all aspects of the service member's life including personal relationships and work performance.

Combat and operational stress is not an illness; it may be the result of stressful conditions during training, deployment, humanitarian missions, government support missions and other assignments. For more information, go to the [Naval Center for Combat and Operational Stress Control](#).

Risk Factors. All service members are at risk for stress injuries. Contributing factors include:

- Losing a close friend or valued leader
- Being physically injured, especially if seriously
- Sustaining a traumatic brain injury
- History of previous stress injuries, whether sustained during or before service

Post-traumatic Stress Disorder

Post-traumatic stress disorder (PTSD) is an anxiety condition that can result from experiencing a threat of death, serious injury or a physical threat such as military combat, car accident, sexual assault, or physical assault. For more information about PTSD or to get help, go to:

- [Defense Centers of Excellence Outreach Center](#)
- [Navy and Marine Corps Public Health Center](#)
- [National Center for PTSD](#)
- [Vets4Warriors](#)

The following list provides some examples of possible symptoms of PTSD. Although these symptoms are normal reactions to a traumatic event, they may be an indication of PTSD if they do not diminish with time or if they become worse.

- Flashbacks of the event
- Nightmares
- Persistent anxiety
- Being easily startled
- Having difficulty in relationships

Potential Warning Signs for Suicide

Family members and friends can help service members get the support they need by knowing the warning signs of suicide, how to intervene and where to get professional help. The following are just a few of the warning signs:

- Sudden mood swings or changes in personality or behavior
- Withdraws from family, friends and normal activities
- Experiences a recent loss such as the death of a loved one, a broken relationship or the loss of a job
- Feels hopeless. "Things will never get better."

Where to Get Help

If someone you know is at risk for suicide, call 911 immediately. If the risk does not seem imminent, help the individual by providing links to support services. The following are sources of help:

[Military Crisis Line](#): Connects active-duty service members and veterans in crisis with qualified and caring Department of Veterans Affairs responders through a confidential, toll-free hotline, 24 hours a day, seven days a week. Support is available via telephone, text or online. Click the image above to be redirected to the Crisis Line website or call 1-800-273-TALK (8255, Option 1).

[Navy Chaplain Care](#): Sometimes Sailors and their families would prefer to trust and confide in a chaplain to receive guidance or help seeing things more clearly. Chaplains are available to talk 24/7 and are just a click or phone call away through Navy311. Communications are confidential unless the service member decides otherwise.

[Navy Safe Harbor](#): Navy Wounded Warrior – Safe Harbor provides Sailors and Coast Guardsmen, as well as their families, with non medical care while they are recovering from serious illness or injury. Providers tailor support to each enrolled service member's recovery, rehabilitation and reintegration needs. The program allows service members and their families to focus on recovery without distractions.

[Department of Veterans Affairs Vet Centers](#): The Department of Veterans Affairs (VA) Vet Centers offer readjustment counseling to combat veterans and their family members. Contact Vet Centers by phone at 1-800-905-4675 (Eastern) and 1-866-496-8838 (Pacific) or through the Vet Center website.

[Military Family Support Centers](#): Service members and their family can obtain counseling, crisis intervention and information and referral services from any center, regardless of service affiliation. You can find the family service center nearest you through the [Military Installations](#) website.

[Military Treatment Facilities](#): Military treatment facilities (MTF) offer counseling services on site by military behavioral health professionals and doctors. The nearest MTF can be found through the TRICARE MTF locator.

[Naval Center for Combat and Operational Stress Control](#): NCCOSC provides information for service members and families about stress illnesses and injuries. The website includes information on building resilience and how to manage stress.

[TRICARE Mental Health](#): TRICARE covers up to two outpatient treatment sessions per week in any combination of individual, family, or group sessions. More information on TRICARE-covered outpatient behavioral health counseling is available on the TRICARE Mental Health website.

[Military OneSource](#): Military OneSource offers assistance 24 hours a day, seven days a week over the phone, online, or via email. Military OneSource can be contacted through their website or by phone stateside at 1-800-342-9647.

[Real Warriors Live Chat](#): Click the link to start a live chat with a trained health resource consultant, who is ready to talk, listen and provide the guidance and resources you're looking for.

[VA Caregiver Support](#): Caregiver Support connects caregivers with programs such as peer support for caregivers, adult day health care and home-based care. Call the Caregiver Support Line at 1-855-260-3274.

[Vet Center Combat Call Center](#): 1-877-WAR-VETS is an around-the-clock confidential call center where combat veterans and their families can call to talk about their military experience or any other issue they are facing in their readjustment to civilian life.

[Yellow Ribbon Reintegration Program](#): The Yellow Ribbon Reintegration Program (YRRP) supports National Guard and Reserve members and their families by connecting them with information and resources through Yellow Ribbon events.

Top Resources for Military Families

Military Support Centers

[Fleet and Family Support Center \(FFSC\)](#): The Fleet and Family Support Program (FFSP) promotes self-reliance and resiliency to strengthen the military and its family members, supports mission readiness, and assists commanders in planning for and responding to family readiness needs. Program areas include:

- Personal Financial Management
- Deployment Support
- Deployment Resiliency Counselors
- Family Employment Readiness
- Ombudsman Support
- Transition Assistance Program
- Exceptional Family Member Program
- Family Advocacy Program
- Clinical Counseling
- Sexual Assault Prevention and Response Program
- New Parent Support Home Visitation Program

[Marine Corps Community Service \(MCCS\)](#): MCCS provides programs that enhance operational readiness and quality of life for Marines, their families, retirees and civilians.

[Army Community Service \(ACS\)](#): The mission of ACS is to provide comprehensive, coordinated and responsive services that support readiness of Soldiers, civilian employees and their families.

[Armed Forces Crossroads](#): Armed Forces Crossroads is the official website for Air Force family members and the helping agencies that provide them with support.

Military Resources

[Chaplains](#): Chaplains play a vital role in helping their fellow sea-service personnel and family members. Chaplains are available 24 hours a day, seven days a week to provide spiritual guidance and help service members and their families sort through issues or concerns.

[Child and Youth Programs \(CYP\)](#): CYP provides child care and recreational programs and services for eligible children and youth ages 4 weeks to 18 years. Programs and services are designed to meet the needs of service members and their families.

[Command Ombudsmen](#): Ombudsmen are volunteers, appointed by a commanding officer, who serve as an informational link between command leadership and Navy families. They are not professional counselors, but they are trained to listen to questions or problems and to refer service members and family members to professionals who can help.

[Compass](#): Compass is a mentoring program by spouses for spouses. Participants create a support network with experienced spouses and learn how to face the challenges of the military lifestyle.

[Defense Finance and Accounting Service \(DFAS\)](#): DFAS ensures that service members are paid. myPay is a useful feature of the DFAS website, allowing service members to get real-time information about their pay accounts, start and stop allotments, sign up for the Thrift Savings Plan (TSP), change their withholding and much more.

[Family Readiness Groups \(FRGs\)](#): FRGs coordinate and conduct informational and social activities to enhance preparedness and increase the resiliency and well-being of Sailors and their families. FRGs help prepare service members for deployments and homecoming, provide family support during deployments and help families adjust to challenges and to support one another in times of personal, unit or area crises.

[Free Space "A" Flights for Families of Deployed](#): Spouses and children of personnel deployed 120 days or longer may be able to use military transport in CONUS, to/from CONUS and within/between theater, provided they have a verification letter from the service member's commander.

[Joint Services Support \(JSS\)](#): JSS advocates for National Guard service members, families and veterans by coordinating a network of services including family support, transition, reintegration, and behavioral health services.

[Military OneSource](#): Military OneSource provides information and resources to help balance work and family life. Consultants are available 24/7. The website has a number of materials specifically addressing deployment-related concerns and issues.

[TRICARE](#): TRICARE is a regionally managed healthcare program for active duty and retired members of the uniformed services, their families, and survivors. TRICARE offers comprehensive, affordable health coverage with several plan options, a pharmacy benefit, dental options and other special programs.

[Wounded Warrior Programs](#): The military's wounded warrior programs provide assistance and advocacy for severely wounded, ill and injured service members, veterans and their families. These programs assist service members and their families as they return to duty or transition to civilian life.

- [Navy Wounded Warrior Safe Harbor Program](#): Navy Wounded Warrior – Safe Harbor is the Navy's organization for coordinating the nonmedical care of seriously wounded, ill and injured Sailors and Coast Guardsmen and providing resources and support to their families.
- [Marine Corps Wounded Warrior Regiment](#): The Wounded Warrior Regiment provides nonmedical care to combat and noncombat Wounded, Ill, and Injured (WII) Marines, sailors attached to Marine units and their family members in order to maximize their recovery as they return to duty or transition to civilian life.
- [Army Wounded Warrior Program \(AW2\)](#): The Army Wounded Warrior Program (AW2) is the official U.S. Army program that assists and advocates for severely wounded, ill and injured Soldiers, veterans and their families, wherever they are located, regardless of military status.
- [Air Force Wounded Warrior \(AFW2\)](#): AFW2 ensures care, service and assistance before and after wounded warriors separate or retire. Strong emphasis is placed on ensuring that wounded Airmen receive professional, individualized guidance and support to help them successfully transition out of the Air Force and return to civilian life.

Community Resources

[American Legion Troop Support Services](#): The American Legion offers volunteer assistance, cash grants and comfort items for military personnel recovering in hospitals and transition units. The Family Support Network connects families of service members with posts in their local communities where they can get assistance with everything from lawn mowing to child care to financial help.

[American Red Cross](#): The organization's primary service for the Armed Forces is emergency communications and verifications in the event of family emergencies. Additionally, the Red Cross provides emergency financial assistance for families who are not near a Navy-Marine Corps Relief Society office.

[Navy-Marine Corps Relief Society \(NMCRS\)](#): NMCRS is a private, nonprofit organization that provides educational and financial assistance, including emergency loans and grants, to Navy and Marine Corps families.

[Operation Homefront](#): Operation Homefront is a nonprofit organization that provides emergency assistance for troops, the families they leave behind and wounded service members when they return home.

[VFW Unmet Needs](#): Unmet Needs helps service members who run into unexpected financial difficulties as a result of deployment or other military-related activity. The program provides financial aid of up to \$2,500 to assist with basic life needs in the form of a grant. This is not a loan, so no repayment is required.

Deployment Support Resource Links

Air Force Aid Society (AFAS)	http://www.afas.org/
Air Force Key Spouse	https://www.usafservices.com/Home/SpouseSupport/Keyspouseprogram.aspx
Air Force Reserve Command (AFRC)	http://afreserve.com/
Air Force Wounded Warrior (AFW2)	http://www.woundedwarrior.af.mil/
American Bar Association Home Front	http://www.americanbar.org/portals/public_resources/aba_home_front.html
American Legion Troop Support Services	http://www.legion.org/troops
American Red Cross	http://www.redcross.org/
American Red Cross Chapter Directory	http://www.redcross.org/local/va
American Red Cross Prepare Your Home and Family	http://www.redcross.org/prepare/location/home-family
American Red Cross Safe and Well	https://safeandwell.communityos.org/cms/index.php
Armed Forces Crossroads	http://www.afcrossroads.com/
Armed Forces Legal Assistance Office locator	http://legalassistance.law.af.mil/content/locator.php
Armed Services YMCA	http://www.asymca.org/
Army Community Service (ACS)	http://www.myarmyonesource.com/default.aspx
Army Emergency Relief (AER)	http://www.aerhq.org/dnn563/
Army FRG	https://www.armyfrg.org/skins/frg/home.aspx
Army Wounded Warrior Program (AW2)	http://www.wtc.army.mil/modules/veterans/v2-aw2EligibilityEnrollment.html
Blue Star Mothers	http://www.bluestarmothers.org/
Chaplains	http://www.chaplain.navy.mil/
Child and Youth Programs (CYP)	https://qol.navyaims.net/CYPWeb/
Coast Guard Mutual Assistance (CGMA)	http://www.cgmahq.org/
Coast Guard Ombudsman	http://www.uscg.mil/worklife/ombudsman_registry.asp
DD Form 2558, Authorization to Start, Stop, or Change an Allotment	http://www.dtic.mil/whs/directives/forms/eforms/dd2558.pdf
Defense Centers of Excellence Outreach Center	http://www.dcoe.mil/Families/Help.aspx
Defense Finance and Accounting Service (DFAS)	http://www.dfas.mil/

Department of Defense Military and Civilian Passport Matters	https://passportmatters.hqda.pentagon.mil/index.aspx
Department of State	http://travel.state.gov/content/passports/english.html/
Department of Veterans Affairs Vet Centers	http://www.vetcenter.va.gov/
DFAS Allotments	http://www.dfas.mil/militarymembers/paydeductions/allotments.html
DoD Savings Deposit Program	http://www.dfas.mil/militarymembers/payentitlements/sdp.html
Expeditionary Combat Readiness Center (ECRC)	http://www.ecrc.navy.mil/
Family Care Plan	http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Documents/NAVPERS_1740-7_Rev02-11.pdf
Family Readiness Groups (FRGs)	http://www.cnic.navy.mil/ffr/family_readiness/fleet_and_family_support_program/deployment_readiness/family_readiness_groups.html
Fleet and Family Support Center (FFSC) locator	http://www.cnic.navy.mil/ffr/family_readiness/fleet_and_family_support_program/regional_office_program_directory.html
Fleet and Family Support Center (FFSC)	http://www.cnic.navy.mil/ffr/family_readiness/fleet_and_family_support_program.html
Free Space "A" Flights for Families of Deployed	http://www.amc.af.mil/amctravel/index.asp
Individual Mobilization Augmentees Detachment, Marine Corps	http://www.hqmc.marines.mil/Agencies/OfficeofLegislativeAffairs/IMADet.aspx
Individual Augmentee	http://www.ia.navy.mil/
Individual Mobilization Augmentee (IMA) Program, Army Human Resources Command	https://www.hrc.army.mil/staff/ima%20program%20overview
IRS Tax Information for Members of the Military	http://www.irs.gov/Individuals/Military
Joint Knowledge Online (JKO)	http://jko.jten.mil/
Joint Services Support	https://www.jointservicessupport.org/Default.aspx
Marine Corps Community Service (MCCS)	http://www.usmc-mccs.org/
Marine Corps Unit, Personal and Family Readiness Program	https://www.manpower.usmc.mil/portal/page/portal/M_RA_HOME/MF/Family%20Readiness
Marine Corps Wounded Warrior Regiment	http://www.woundedwarriorregiment.org/
MilConnect	https://www.dmdc.osd.mil/milconnect/faces/faqs?_afLoop=1729770259787544&_afWindowMode=0&ct=fDu&_adf.ctrl-state=bajt57ovk_4#
Military and Diplomatic Mail	https://www.usps.com/ship/apo-fpo-dpo.htm

Military Crisis Line	http://www.veteranscrisisline.net/ActiveDuty.aspx
Military Installations	http://www.militaryinstallations.dod.mil/MOS/f?p=MI:ENTRY:0
Military OneSource	http://www.militaryonesource.mil/
MyPay	https://mypay.dfas.mil/mypay.aspx
National Center for PTSD	http://www.ptsd.va.gov/
National Suicide Prevention Life-line	http://www.suicidepreventionlifeline.org/
Naval Center for Combat and Operational Stress Control	http://www.med.navy.mil/sites/nmcscd/nccosc/Pages/welcome.aspx
Navy and Marine Corps Public Health Center	http://www.med.navy.mil/sites/nmcphc/wounded-ill-and-injured/Pages/ptsd.aspx
Navy Ombudsman	http://www.cnic.navy.mil/ffr/family_readiness/fleet_and_family_support_program/ombudsman_program.html
Navy-Marine Corps Relief Society (NMCRS)	http://www.nmcrs.org/
Navy Wounded Warrior Safe Harbor Program	http://safeharbor.navylive.dodlive.mil/
NFAAS	https://navyfamily.navy.mil/cas/login?service=https%3A%2F%2Fnavyfamily.navy.mil%2F
Ombudsman Locator	https://www.ombudsmanregistry.org/?m=contactombudsman
Operation Homefront	http://www.operationhomefront.net/
Operation Noble Foster:	http://www.operationnoblefoster.org
Power of Attorney and Declaration of Representative	http://www.irs.gov/pub/irs-pdf/f2848.pdf
RAPIDS Locator	https://www.dmdc.osd.mil/rsl/appj/site?execution=e1s1
Ready Navy	https://www.ready.navy.mil/
Disaster Supplies Kit	http://www.ready.gov/kit
Military Family Preparedness	http://www.ready.gov/considerations/military-family-preparedness
Ready Navy Fact and Activity Sheets	https://www.ready.navy.mil/be_informed/fact_and_activity_sheets.html
Real Warriors Live Chat	http://www.realwarriors.net/livechat#%23%23
Returning Warrior Workshop	http://www.public.navy.mil/ia/Pages/rww.aspx
Social Networking Guide	http://download.militaryonesource.mil/12038/MOS/ResourceGuides/Social_Media_Guide.pdf
TRICARE	http://www.tricare.mil/
TRICARE Dental Plans	http://www.tricare.mil/Plans/DentalPlans.aspx
TRICARE Health Plans	http://www.tricare.mil/Plans/HealthPlans.aspx
TRICARE Mental Health	http://www.tricare.mil/mentalhealth
TRICARE MTF Locator	http://www.tricare.mil/mtf/

TRICARE's Beneficiary Web Enrollment	https://www.dmdc.osd.mil/appj/bwe/indexAction.do;jsessionid=asWAqFTSE0Tl5lrVQzlllWsyBxz7tqZ6ll5BzqB5wl1Xx8A0bw37!-3015838
USPS Overseas/Diplomatic Mail	http://about.usps.com/postal-bulletin/2015/pb22412/html/apo.htm
USPS Customs Forms	https://www.usps.com/international/customs-forms.htm
Veterans Affairs	http://www.va.gov/
VA Caregiver Support	http://www.caregiver.va.gov/
Vet Center Combat Call Center	http://www.vetcenter.va.gov/media/Call-Center-PSA.asp
Vets4Warriors	http://www.vets4warriors.com/
VFW Unmet Needs	http://www.vfw.org/UnmetNeeds/
Yellow Ribbon Reintegration Program	http://www.yellowribbon.mil/yrrp/home.html



Commander, Navy Installations Command understands that resilient families are better able to cope with the demands of the military lifestyle. *The Deployment Support Handbook* was created to equip you with the tools you need to successfully navigate the challenges of deployment. If you need any additional assistance, please contact the nearest [Fleet and Family Support Center](#).