

**BY ORDER OF THE
SECRETARY OF THE AIR FORCE**

**DEPARTMENT OF THE AIR FORCE
POLICY DIRECTIVE 36-82**



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Personnel

**EXCEPTIONAL FAMILY MEMBER
PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This directive implements Department of Defense Instruction (DoDI) 1315.19, *The Exceptional Family Member Program (EFMP)* and provides policy and responsibilities for the Exceptional Family Member Program. This directive applies to uniformed members of the Regular Air Force (RegAF), the United States Space Force (USSF), the Air Force Reserve (AFR), and Air National Guard (ANG) when on activated Title 10 status. Air National Guard personnel on Title 32 status should comply with this policy directive unless otherwise directed by state law. This directive does not apply to Department of the Air Force (DAF) civilian employees. In collaboration with the Chief of the Air Force Reserve (AF/RE); Director of the Air National Guard (NGB/CF); Deputy Chief of Staff for Manpower, Personnel and Services (AF/A1); and the Deputy Chief of Space Operations for Human Capital (SF/S1); the Assistant Secretary of the Air Force for Manpower and Reserve Affairs (SAF/MR) develops personnel policy for the Exceptional Family Member Program. Ensure all records generated as a result of processes prescribed in this publication adhere to AFI 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the office of primary responsibility using the Department of the Air Force (DAF) Form 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field through the appropriate functional chain of command. This DAFPD may not be supplemented.

SUMMARY OF CHANGES

This document has been substantially revised and needs to be completely reviewed. Major changes include alignment with updated Department of Defense guidance, expansion of the role of the EFMP-Family Support component, incorporation of USSF, removal of procedural information more appropriate for implementing guidance, and substantial edits for clarity and readability.

1. Policy. The Department of the Air Force is committed to fair and equitable assignment, support, and care actions for Department of the Air Force members who have an exceptional family member enrolled in the Exceptional Family Member Program (EFMP) in accordance with DoDI 1315.19.

1.1. EFMP Enrollment. Enrollment in the EFMP is mandatory for all RegAF and USSF service members who support a family member with special medical and/or educational needs. Enrollment in the EFMP is available to eligible AFR and ANG members. All service members enrolled in EFMP are identified with an assignment limitation code.

1.2. EFMP Composition. EFMP is comprised of three main components: assignments, family support, and medical care.

1.2.1. EFMP-Assignments (EFMP-A): DAF assignments are based on mission requirements and selection for assignment is based on established criteria derived from development teams, Air Force or Space Force specialty code, and other mission and duty related factors.

1.2.1.1. Special medical and/or educational needs of a service member's exceptional family members are considered following assignment selection and are based on review actions for available support at the projected gaining location.

1.2.1.2. Established assignment procedures empower service members to make informed decisions while balancing career and family needs.

1.2.1.3. When the selected assignment location is unable to support the EFMP family member, EFMP re-assignment options will be provided pursuant to DAF assignment procedures to the service member who has a family member with special needs.

1.2.2. EFMP-Family Support (EFMP-FS): Family Support is the focal point for EFMP installation and community support services. They are the primary advocate and resource for family members with special medical and/or educational needs. They collaborate with families to assess, document, and prioritize their unique needs and goals in accordance with DoDI 1315.19.

1.2.2.1. EFMP-FS provides information and referral to Federal, State, and local resources; provides non-clinical case management.

1.2.2.2. Chairs the EFMP Strategic Planning and Case Review Meeting; reviews EFMP demographics, trends, challenges; ensures comprehensive installation support.

1.2.3. EFMP-Medical (EFMP-M): Medical support provides clinical care and support to enhance the health and resilience of family members with special needs. Service members will be provided support through the identification, enrollment, and care of medical and educational service requirements of family members.

2. Roles and Responsibilities.

2.1. The Assistant Secretary of the Air Force for Manpower and Reserve Affairs (SAF/MR). The SAF/MR serves as an agent of the Secretary and provides guidance, direction, and oversight for all matters pertaining to formulation, review, and execution of plans, policies, programs, and budgets addressing the EFMP.

2.2. The Deputy Chief of Staff for Manpower, Personnel and Services (AF/A1). AF/A1 ensures dissemination of policies and develops, coordinates, and executes personnel policy and essential procedural guidance for management of the EFMP.

2.2.1. Designates a single point of contact to advocate for and represent the three main components of the EFMP within the DAF corporate process and provide over-arching policy through appropriate DAF directives and instructions.

2.2.2. Maintains a centralized office (EFMP Central Cell) to operationally administer the EFMP and ensure collaboration across the three main components (i.e., EFMP-A, EFMP-FS, and EFMP-M).

2.2.3. Provides representatives for Department of Defense level meetings and working groups or designates point of contacts as appropriate.

2.2.4. Ensures exceptional family member statistical data is consolidated and coordinated in accordance with DoDI 1315.19.

2.2.5. Establishes procedures to assess variations for DAF-led communities with multiple military service branches or joint base environments to ensure program delivery and expectations of assigned populations.

2.2.6. Develops formal coordination and review processes for policy updates, issue resolution, and program changes necessary to maintain consistent service delivery and responds to the Office of the Secretary of Defense, Office of Special Needs requirements.

2.2.7. Establishes policy for EFMP family support.

2.2.8. Ensures the development and promulgation of DAF assignment policies that maintain fair and equitable procedures for eligible Airmen and Guardians who have exceptional family members.

2.2.9. Coordinates with United States Space Force, Deputy Chief of Space Operations for Human Capital (SF/S1) on all EFMP matters that impact Guardians and their families.

2.3. The Surgeon General (AF/SG). AF/SG is the Headquarters Air Force office responsible for health care policies, clinical practice guidelines, and standards governing Department of the Air Force healthcare programs in support of the EFMP.

2.3.1. Assists Director, Defense Health Agency (DHA) to ensure implementation and management of EFMP medical components (i.e., identification, enrollment, and assignment coordination).

2.3.2. Supports the establishment of a Military Treatment Facility EFMP office, identifies a military treatment facility point of contact for completion of the EFMP-medical components, and maintains special needs coordinator capability at servicing military treatment facilities.

2.3.3. Assists DHA in ensuring family members with special needs are provided support to navigate the healthcare services necessary and care coordination, as applicable.

2.4. The Judge Advocate General's Corps (AF/JA). AF/JA staffs and operates the Department of the Air Force Legal Assistance Program.

2.4.1. AF/JA provides legal assistance to eligible clients in special education law and other legal assistance practice areas in accordance with and subject to the limitations in AFI 51-304, *Legal Assistance, Notary, Preventative law, and Tax Programs*.

2.4.2. AF/JA provides education and outreach to installation legal offices on special education law and other legal assistance topics as part of its Preventive Law Program.

2.5. The United States Space Force (SF/S1). SF/S1 advocates for Guardians enrolled in the EFMP and coordinates with AF/A1 on all EFMP matters impacting the Space Force.

FRANK KENDALL
Secretary of the Air Force

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

DoDI 1315.19, *The Exceptional Family Member Program (EFMP)*, 19 April 2017

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

AFI 51-304, *Legal Assistance, Notary, Preventative Law, and Tax Programs*, 22 August 2018

Adopted Forms

DAF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFR—Air Force Reserve

ANG—Air National Guard

DAF—Department of the Air Force

DAFPD—Department of the Air Force Policy Directive

DHA—Defense Health Agency

DoDI—Department of Defense Instruction

EFMP—Exceptional Family Member Program

EFMP-A—Exceptional Family Member Program-Assignments

EFMP-FS—Exceptional Family Member Program-Family Support

EFMP-M—Exceptional Family Member Program-Medical

RegAF—Regular Air Force

USSF—United States Space Force

Office Symbols

AF/A1—Deputy Chief of Staff for Manpower, Personnel and Services

AF/JA—The Judge Advocate General's Corps

AF/RE—Chief of the Air Force Reserve

AF/SG—Air Force Surgeon General

NGB/CF—Director of the Air National Guard

SAF/MR—Assistant Secretary of the Air Force for Manpower and Reserve Affairs

SF/S1—Deputy Chief of Space Operations for Human Capital

Terms

Assignment—the notification and relocation of a military member to either a continental United States or overseas military installation.

Exceptional Family Member—an individual who has special medical and/or educational needs and is a dependent family member of a service member.

Joint Base—a combined installation pursuant to Base Realignment and Closure action, resulting in a lead “supporting” component and one or more “supported” components of other military services.