

ALARACT 040/2024

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UNCLAS

SUBJ/ALARACT 040/2024 – TRAVEL AND TRANSPORTATION FOR NON-COVERED REPRODUCTIVE HEALTHCARE

THIS ALARACT MESSAGE HAS BEEN TRANSMITTED BY JSP ON BEHALF OF HQDA, DCS, G-1/DAPE-PR

1. (U) REFERENCES:

1.A. (U) THE JOINT TRAVEL REGULATIONS (JTR), LOCATED AT <HTTPS://WWW.TRAVEL.DOD.MIL/POLICY-REGULATIONS/JOINT-TRAVEL-REGULATIONS/>

1.B. (U) DEPARTMENT OF DEFENSE INSTRUCTION 1327.06 (LEAVE AND LIBERTY POLICY AND PROCEDURES), LOCATED AT <HTTPS://WWW.ESD.WHS.MIL/CMD/>

1.C. (U) AR 600-8-10, LEAVES AND PASSES

1.D. (U) SECRETARY OF THE ARMY, MEMORANDUM (TRAVEL AND TRANSPORTATION FOR NON-COVERED REPRODUCTIVE HEALTHCARE), 27 FEBRUARY 2023, LOCATED AT <HTTPS://ARMYPUBS.ARMY.MIL/PRODUCTMAPS/PUBFORM/POGPROPONENT.ASPX>

2. (U) PURPOSE: TO ANNOUNCE ISSUANCE OF SECRETARY OF THE ARMY POLICY, REFERENCE 1.D, AND ISSUE GUIDANCE TO REQUEST TRAVEL AND TRANSPORTATION FOR NON-COVERED REPRODUCTIVE HEALTHCARE DEFINED AS NON-COVERED ABORTION AND NON-COVERED ASSISTED REPRODUCTIVE TECHNOLOGY (ART) PROCEDURE.

3. (U) APPLICABILITY: THIS POLICY APPLIES TO:

3.A. (U) NON-COVERED ABORTION. SOLDIERS (DEFINED AS ACTIVE-DUTY SOLDIERS, RESERVE COMPONENT SOLDIERS ON ACTIVE-DUTY ORDERS FOR MORE THAN 30 CONSECUTIVE DAYS, AND ACADEMY CADETS) AND DEPENDENTS OF SUCH SOLDIERS RECEIVING CARE.

3.B. (U) NON-COVERED ART. TRAVEL AND TRANSPORTATION ALLOWANCES FOR SOLDIERS (DEFINED AS ACTIVE-DUTY SOLDIERS AND RESERVE COMPONENT SOLDIERS ON ACTIVE-DUTY ORDERS FOR AT LEAST 180 DAYS) AND SPOUSES OF SUCH SOLDIERS RECEIVING CARE.

4. (U) EFFECTIVE DATE: REIMBURSEMENT FOR AUTHORIZED TRAVEL AND TRANSPORTATION ALLOWANCES ASSOCIATED WITH THIS POLICY ARE EFFECTIVE 16 FEBRUARY 2023, THE DATE THE CHAIR, PER DIEM, TRAVEL, AND TRANSPORTATION SIGNED THE UPDATE TO THE JTR.

5. (U) POLICY: DEPARTMENT OF DEFENSE (DOD) POLICY THAT STATES:

5.A. (U) SERVICEMEMBERS, HEREAFTER REFERRED TO AS SOLDIERS, WILL BE ABLE TO ACCESS LAWFULLY AVAILABLE NON-COVERED REPRODUCTIVE HEALTHCARE REGARDLESS OF WHERE THEY ARE STATIONED.

5.B. (U) COMMANDERS AND APPROVAL AUTHORITIES HAVE THE RESPONSIBILITY TO MEET OPERATIONAL REQUIREMENTS AND PROTECT THE HEALTH AND SAFETY OF THOSE IN THEIR CARE. COMMANDERS AND APPROVAL AUTHORITIES ARE EXPECTED TO DISPLAY OBJECTIVITY, COMPASSION, AND DISCRETION WHEN ADDRESSING ALL HEALTHCARE MATTERS, INCLUDING REPRODUCTIVE HEALTHCARE MATTERS, AND HAVE A DUTY TO ENFORCE EXISTING POLICIES AGAINST DISCRIMINATION AND RETALIATION IN THE CONTEXT OF REPRODUCTIVE HEALTHCARE CHOICES. NOTE: UNIT COMMANDERS OR APPROVAL AUTHORITIES WHO, AS A MATTER OF CONSCIENCE OR MORAL PRINCIPLE, OBJECT TO THE NON-COVERED REPRODUCTIVE HEALTHCARE WILL NOT BE REQUIRED TO PARTICIPATE IN THE PROCESS; HOWEVER, THE REQUEST OR APPROVAL WILL NOT BE DELAYED AND WILL BE FORWARDED TO THE NEXT HIGHER UNIT COMMANDER OR APPROVAL AUTHORITY IN THE SOLDIER'S CHAIN OF COMMAND.

5.C. (U) CONSISTENT WITH EXISTING LAW AND DOD POLICY, COMMANDERS AND APPROVAL AUTHORITIES WILL PROTECT THE PRIVACY OF PROTECTED HEALTH INFORMATION THEY RECEIVE UNDER THIS POLICY. SUCH HEALTHCARE INFORMATION WILL BE RESTRICTED TO PERSONNEL WITH A SPECIFIC NEED TO KNOW. THAT IS, ACCESS TO THE INFORMATION MUST BE NECESSARY FOR THE CONDUCT OF OFFICIAL DUTIES. PERSONNEL WILL ALSO BE ACCOUNTABLE FOR SAFEGUARDING THIS HEALTHCARE INFORMATION CONSISTENT WITH EXISTING LAW AND ARMY POLICY.

5.D. (U) SOLDIERS WILL NOT BE APPROVED FOR TRAVEL AND TRANSPORTATION ALLOWANCES IF THEIR INTENTION IS TO SELL, TO OFFER FOR SALE, OR TO RECEIVE PROCEEDS FROM A SALE RESULTING FROM AN ART PROCEDURE.

6. (U) ELIGIBILITY: IN ACCORDANCE WITH REFERENCE 1.D, SOLDIERS AND AUTHORIZED DEPENDENTS MAY BE ELIGIBLE FOR TRAVEL AND TRANSPORTATION ALLOWANCES IN CHAPTER 2 OF REFERENCE 1.A TO RECEIVE NON-COVERED REPRODUCTIVE HEALTHCARE SERVICES WHEN TIMELY ACCESS TO NON-COVERED REPRODUCTIVE HEALTHCARE SERVICES IS NOT AVAILABLE WITHIN THE LOCAL AREA OF THE MEMBER'S PERMANENT DUTY STATION, TEMPORARY DUTY LOCATION, OR THE LAST LOCATION THE

DEPENDENT WAS TRANSPORTED ON GOVERNMENT ORDERS WHEN AUTHORIZED BY THE APPROPRIATE AUTHORITY.

7. (U) TRAVEL AND TRANSPORTATION ALLOWANCES: ELIGIBLE SOLDIER AND OR DEPENDENT MAY BE AUTHORIZED TRAVEL AND TRANSPORTATION ALLOWANCES IN ACCORDANCE WITH PARAGRAPH 033013, TRAVEL FOR NON-COVERED REPRODUCTIVE HEALTHCARE SERVICES, OF REFERENCE 1.A.

8. (U) REQUESTING TRAVEL AND INSTRUCTIONS FOR REIMBURSEMENT:

8.A. (U) REQUIRED DOCUMENTS TO REQUEST TRAVEL: IN ACCORDANCE WITH REFERENCE 1.D, PARAGRAPH 4, SOLDIERS WILL NEED TO PROVIDE THEIR UNIT COMMANDER WITH THE FOLLOWING DOCUMENTS:

8.A.1. (U) FOR NON-COVERED ABORTIONS, ANY DOCUMENT PROVIDED BY A LICENSED MEDICAL PROVIDER CONFIRMING THE PREGNANCY. FOR NON-COVERED ART, DETAILS OF THE ART PROCEDURES TO BE PERFORMED THAT MUST INCLUDE THE DATE(S) OF CONSULTATION APPOINTMENTS AND/OR PROCEDURES, AND INCLUDE A TREATMENT PLAN SCHEDULE, OR A MEDICAL DIAGNOSIS. THE TREATMENT PLAN OR MEDICAL DIAGNOSIS MUST INCLUDE THE PATIENT'S NAME TO VERIFY THE PATIENT'S ELIGIBILITY FOR THE TRAVEL REIMBURSEMENT.

8.A.2. (U) THE LOCATION OF THE CLOSEST AVAILABLE, CAPABLE MEDICAL FACILITY FOR THE NON-COVERED REPRODUCTIVE HEALTHCARE SERVICE. THIS INCLUDES THE FULL ADDRESS OF THE TREATMENT FACILITY THAT WILL PERFORM THE NON-COVERED REPRODUCTIVE HEALTH PROCEDURE, WITH THE FOLLOWING STATEMENT "I CERTIFY THAT THE ADDRESS LISTED IS THE LOCATION OF THE CLOSEST AVAILABLE, CAPABLE MEDICAL FACILITY THAT CAN PERFORM THE NON-COVERED REPRODUCTIVE HEALTHCARE SERVICE." THE SOLDIER OR DEPENDENT MUST SIGN AND DATE THE CERTIFICATION. A MEMORANDUM WILL NOT BE REQUIRED, BUT THE DOCUMENT USED MUST INCLUDE THE STATEMENT OUTLINED ABOVE.

8.A.3. (U) THE SOLDIER OR DEPENDENT MAY USE A DIFFERENT LOCATION OTHER THAN THE CERTIFIED CLOSEST AVAILABLE CAPABLE MEDICAL FACILITY; HOWEVER, TRAVEL REIMBURSEMENT IS LIMITED TO THE COST TO THE CLOSEST AVAILABLE MEDICAL FACILITY FOR THE NON-COVERED ABORTION OR ART PROCEDURE.

8.B. (U) SOLDIERS WILL PROVIDE THE REQUIRED DOCUMENTS TO THE UNIT COMMANDER TO VERIFY THEIR ELIGIBILITY. SOLDIERS AND CIVILIAN EMPLOYEES SERVING AS AN ATTENDANT OR ESCORT WILL USE THE DEFENSE TRAVEL SYSTEM TO REQUEST TRAVEL FOR THEMSELVES. IN THE CASE OF INVITATIONAL TRAVEL AUTHORIZATIONS (ITA) FOR DEPENDENTS, ATTENDANT OR ESCORT, SOLDIERS WILL USE ESTABLISHED LOCAL PROCEDURES. IT IS THE UNIT COMMANDER'S RESPONSIBILITY TO INFORM THE SOLDIER OF THE ESTABLISHED LOCAL PROCEDURES TO REQUEST AN ITA.

8.C. (U) TRAVELER(S) WILL RETAIN A COPY OF ALL TRAVEL RELATED RECEIPTS REGARDLESS OF THE AMOUNT. THESE RECEIPTS WILL BE INCLUDED WITH THE TRAVEL CLAIM AND WILL BE USED TO SUBSTANTIATE THE AMOUNT OF THE TRAVEL REIMBURSEMENT.

8.D. (U) TRAVELER(S) WILL SETTLE TRAVEL VOUCHERS WITHIN FIVE WORKING DAYS OF TRAVEL COMPLETION, UNLESS A MEDICAL CONDITION DOES NOT PERMIT THE TRAVELER FROM COMPLETING THE CLAIM ON TIME.

9. (U) ORDERS AND REIMBURSEMENT:

9.A. (U) MILITARY PERSONNEL ON ACTIVE DUTY WILL HAVE TRAVEL ORDERS ISSUED USING THE DEFENSE TRAVEL SYSTEM AND AUTHORIZED THE STANDARD TRAVEL AND TRANSPORTATION ALLOWANCES ACCORDING TO THE JTR PARAGRAPH 033001.

9.B. (U) ELIGIBLE DEPENDENTS WILL BE ISSUED AN ITA (SEE JTR SECTION 0305 FOR ADDITIONAL DETAILS). REIMBURSEMENT IS LIMITED TO ACTUAL COST OF LODGING, MEALS, AND ROUND-TRIP TRANSPORTATION. SEE JTR PARAGRAPH 033001.

9.C. (U) IF A DIFFERENT LOCATION IS USED FOR THE NON-COVERED REPRODUCTIVE HEALTHCARE PROCEDURE, TRAVEL REIMBURSEMENT IS LIMITED TO THE COST TO TRAVEL TO THE CLOSEST AVAILABLE CAPABLE MEDICAL FACILITY THAT CAN PERFORM THE NON-COVERED REPRODUCTIVE HEALTHCARE SERVICE.

9.D. (U) RENTAL CAR, HOUSEHOLD GOODS MOVEMENT OR EXCESS BAGGAGE ARE NOT AUTHORIZED AND ARE THE TRAVELER'S RESPONSIBILITY.

9.E. (U) TRAVELER(S) WILL SETTLE TRAVEL VOUCHERS WITHIN FIVE (5) WORKING DAYS OF TRAVEL COMPLETION, UNLESS A MEDICAL CONDITION DOES NOT PERMIT THE TRAVELER FROM COMPLETING THE CLAIM ON TIME.

10. (U) FUNDS CONTROL:

10.A. (U) COMMANDS WILL USE UNIT FUNDS TO REIMBURSE AUTHORIZED TRAVELER(S) WHO QUALIFY IN ACCORDANCE WITH REFERENCE 1.D AND THIS ALARACT MESSAGE.

10.B. (U) COMMANDS WILL NOT REJECT OR DELAY QUALIFYING REQUIREMENTS FOR THE LACK OF FUNDING AND WILL PRIORITIZE THIS TRAVEL AS EXPEDIENT AND TIME SENSITIVE IN NATURE.

10.C. (U) COMMANDS WILL USE FUNCTIONAL COST ACCOUNT (FCA) CODES TO CAPTURE THE COSTS OF THESE REQUIREMENTS (F4893 DIRECT/F4894 REIMBURSABLE). CAPTURING COMMAND COSTS IN THE APPROPRIATE FCA IS THE ONLY MEANS BY WHICH A COMMAND WILL RECEIVE REIMBURSEMENT

FOR THESE REQUIREMENTS. COMMAND COSTS NOT REFLECTED IN THE FCA DATA WILL NOT BE CONSIDERED FOR REIMBURSEMENT.

11. (U) THIS ALARACT MESSAGE EXPIRES ON 31 MAY 2025 AND IS SUBJECT TO REISSUE PENDING UPDATE OF AR 600-8-10.