



# U.S. Public Health Service Nursing - TIP OF THE MONTH

April 2017

## Retirement Seminar



### Retirement/Separation

#### A handy guide

The Commissioned Corps has classified retirements into five different categories:

1. Voluntary retirement for any officer who has served more than 20 years but less than 30 years of active duty.
2. Mandatory retirement for any officer who has reached 30 years.
3. Involuntary retirement for any officer with 20 or more years of active.
4. Any officer who is approved for retention beyond 30 years.
5. Disability retirement with any length of service.

Voluntary retirement package consists of the following:

1. Officer memo
2. Supervisor memo
3. PHS 1373

### Retirement Timeline

#### **18-24 Months Prior to Retirement**

- Attend a DoD Transitional Assistance Program (TAP):  
<http://www.dtic.mil/whs/directives/corres/pdf/133235p.pdf>
- Review Post-Retirement Financial and Income Requirements.
- Schedule retirement counseling.

#### **12 Months Prior to Retirement**

- Update Legal Documents (Wills, Power of Attorneys, etc.):  
<https://www.dfas.mil/customerservice/powerofattorney.html>  
<https://www.dfas.mil/retiredmilitary/forms.html>
- Research Survivor Benefit Plan (SBP) Options:  
<https://www.dfas.mil/retiredmilitary/provide/sbp.html>
- Research Health and Life Insurance Alternatives.
- Initiate Retirement Plans Discussion with Supervisor.

#### **180 Days Prior to Retirement**

- Review and Request Copies of your Personnel/Medical/Dental Records.
- Schedule your Final Physical.
- Discuss your Retirement Plans with Supervisor.
- Review your Dependents' Information within DEERS System to Ensure All Information is Correct:  
<https://www.tricare.mil/DEERS>

#### **Veterans Affairs Information**

- To file a disability claim: <http://www.benefits.va.gov/BENEFITS/factsheets/serviceconnected/SeparationHealthAssessment.pdf>
- WARMS – To find current disability ratings are for each condition: <http://www.benefits.va.gov/warms/bookc.asp#k>

#### **These links are for when you have the medical exams for each condition**

- Provider instructions: [http://www.benefits.va.gov/compensation/dbq\\_providerinstruct.asp](http://www.benefits.va.gov/compensation/dbq_providerinstruct.asp)
- List of forms by symptom [http://www.benefits.va.gov/COMPENSATION/dbq\\_ListBySymptom.asp](http://www.benefits.va.gov/COMPENSATION/dbq_ListBySymptom.asp)

#### **120 Days Prior to Retirement**

- Complete a PHS-1373 and Retirement Request Memorandums and Forward to your Supervisor :  
[https://dcp.psc.gov/ccmis/PDF\\_docs/PHS-1373.pdf](https://dcp.psc.gov/ccmis/PDF_docs/PHS-1373.pdf)
- Review the Veteran's Affairs Disability Application (VA Form 21-526):  
[https://www.va.gov/vaforms/form\\_detail.asp?FormNo=21-526](https://www.va.gov/vaforms/form_detail.asp?FormNo=21-526)

#### **90 Days Prior to Retirement**

- Schedule your Final Dental Examination:  
<https://tricare.mil/CoveredServices/Dental/TDP>
- Review TRICARE Program Options:  
<https://www.tricare.mil/DEERS>

#### **60 Days Prior to Retirement**

- Discuss your Relocation and Household Goods Move with Appropriate Agency's Travel Office.

#### **30 Days Prior to Retirement**

- Re-enroll in TRICARE Prime Prior to the 20th of the Month Preceding Your Retirement.



Point of contact: CDR Jonathan Paulsel and CAPT Casey Hadsall, for the Mentoring Workgroup

PHS-NURSE LIST SERV

N-PAC Career Development Subcommittee.

TO REQUEST A MENTOR