

## Retiree Checklist

Knowing about TRICARE, DEERS, ID Cards, DD Form 214, the Survivor Benefits Program, and Veterans Group Life Insurance is critical to ensure recovering service members (RSMs) and their family have access to benefits before and after their military service. Some necessary steps in this coordination begin months before a retirement date—use the checklist on the back of this page to plan for the future.

### TRICARE

TRICARE is a family of health care plans for the Military Health System that is designed to meet the needs of service members and their families based on location. Service members leaving active duty status must re-enroll in TRICARE under retiree status to ensure continuous coverage.

#### Applies to:

All military retirees, to include medical retirees and reservists.

#### Related Fact Sheets

- Survivor Benefit Plan
- SGLI/VGLI
- Combat Related Special Compensation

### DEERS

Defense Enrollment Eligibility Reporting System (DEERS) is a database of service members, their family members, and others who are eligible for TRICARE benefits. Registration in DEERS is required to be able to access TRICARE. Once registered in DEERS, addresses and other contact information must be kept current for all family members in order to ensure uninterrupted TRICARE coverage. Each family member's eligibility record requires a separate update.

### ID Cards

The Department of Defense issues service members, eligible dependents, and other eligible individuals a distinct identification card (ID) authorizing them to receive Uniformed Services benefits and privileges. ID Cards are issued at Real-Time Automated Personnel Identification System (RAPIDS) locations nationwide: <http://www.dmdc.osd.mil/rsl/appj/site?execution=e2s1>. Requesting an ID requires two forms of acceptable ID: one form must be a photo ID issued by a state or federal agency, and a secondary document such as a birth certificate or Social Security Card. Supporting eligibility documentation may also be required if applicable, such as a birth certificate or marriage certificate for dependency determination.

### DD Form 214

The DD Form 214, "Certificate of Release or Discharge from Active Duty," is issued upon retirement, separation, or discharge from active duty military service. The DD Form 214 characterizes the nature and type of discharge and the re-enlistment code. It is also used by the Department of Veterans Affairs (VA) to verify eligibility for veteran benefits (including GI Bill and home loans). Other governmental agencies will require a copy for veterans' employment priority. Copies 1 and 4 of the DD214 are provided directly to the service member upon release from active duty.

Wounded Warrior Call Center 24/7—1.877.487.6299

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- Make a copy of your medical records to keep on file.**
- Call TRICARE at 877-TRICARE (877.874.2273) and enroll within 30 days of your retirement date.**
  - Enroll no later than 15 days before your EAS, but no earlier than 30 days.
  - Update DEERS prior to re-enrolling in TRICARE Prime
  - TRICARE Dental needs to be applied for separately if you wish use it for dental benefits.
- Complete your Survivor Benefits Plan (SBP) DD Form 2656 prior to separation.**
  - You are being retired and MUST make an SBP enrollment election. It must be forwarded to DFAS at least 30 days prior to your retirement date. For more information, check out the Survivor Benefit Plan Fact Sheet on the WWR website.
  - Note: Failure to complete this form and forward to DFAS within 30 days from retirement will result in full premiums being deducted from your retirement pay and will delay Defense Finance and Accounting Services (DFAS) in the processing of your retirement pay
  - For more information, check out the SBP Fact Sheet on our website.
- Make Copies of your DD Form 214 and put the original in a safe/secure location; keep a copy with you while you complete your transition as multiple agencies may ask to see it.**
- Go to the nearest RAPIDS location to get a retiree ID card.**
  - Find the nearest location at [www.dmdc.osd.mil/rsl](http://www.dmdc.osd.mil/rsl).
  - Remember to bring two forms of ID and your DD Form 214 along with any other supporting documentation that may be needed for obtaining IDs for your dependents.
- Contact your local VA Healthcare System.**
  - Enroll in the Healthcare Benefits and ask if you are eligible for additional entitlements related to your VA disability rating. Fill out the 10-10EZ form and submit it online. (<https://www.va.gov>).
  - Call the VA Healthcare Line at 800.827.1000 or to access the VA facility locator go to <https://www.va.gov/directory/guide/home.asp?isflash=1> and then type in your zip code.
  - Register with e-benefits at [www.ebenefits.va.gov](http://www.ebenefits.va.gov) and download your DD Form 214 in order to see your benefits status and more. You can also call the VA Health Benefits Service Center (877.222.VETS(8387)).
- Transfer your Life Insurance Policy.**
  - If you want life insurance and cannot afford the high premiums in the civilian sector then make sure to transfer your Servicemembers' Group Life Insurance (SGLI) to Veterans' Group Life Insurance (VGLI). If done within 240 days post discharge, you do not need additional medical documentation or an additional medical exam.
  - Please check out our Fact Sheet on SGLI/VGLI on the WWR website ([www.woundedwarrior.marines.mil](http://www.woundedwarrior.marines.mil)) or visit the VGLI website for additional information at <https://benefits.va.gov/insurance/vgli.asp>.