

66th MEDICAL SQUADRON

MEDICAL OUTPROCESSING

As you prepare to leave Hanscom AFB, please ensure you have completed the following before your final out-processing appointment.

Medical Records

- Arrange for the transfer of medical records (for you and/or your family members) to your gaining base or new location.
 - Drop off a copy of your orders with Outpatient Records. Your medical record will be transferred to nearest MTF at your new location. If your orders list dependents for PCS with the sponsor, their records will also be transferred.
 - **SEPARATION/RETIREMENT** - Bring a copy of your orders to Medical Records to begin the process and/or contact the Outpatient Record's NCOIC at 781-225-6341
 - Records cannot be hand carried per DODI 6040.43/AFI41-210_AFGM1 (26 Feb 2010)

Radiology

- X-rays taken at the Hanscom Clinic will be requested by your gaining base as needed or may be stored electronically in a centralized location. If applicable, pick up your mammogram films at the local healthcare facility where your mammogram studies were completed. Your films will be required for comparison at your next mammogram appointment.

Pharmacy

- Ensure that you have enough of your routine medicines (for you and/or your family members) to last 60-90 days after your departure. **Call the refill line with your refill information or call your PCM Team if you need refills.**
- Lost or stolen medications during travel.
 - Travel with a document itemizing each medication you are taking.
 - Required information for replacement:
 - Patient's name
 - Prescription number
 - Name of medication
 - Strength/dosage of medication
 - Directions on how the medication is taken
 - Prescribing doctor's name & phone number
 - Pharmacy's name & phone number where originally filled

Once your prescription is transferred to a pharmacy other than where it was originally filled, you will lose your remaining refills. See your doctor for new prescriptions soon after your arrive at your new destination.

Exceptional Family Member Program Program

- Let us know of any special health needs you or your family may have so that we can ensure continuity of care at your new location. For EFMP assistance, contact the EFMP Special Needs Coordinator at 781-225-4449 NLT 90 days prior to departure date to coordinate services for you.

Overseas Clearance Screening (OSC)

- Contact the Family Member Relocation Clearance Coordinator at 781-225-6187 for overseas clearance for your dependents.

Case Management/Disease Management Patients

- Check out with Case Management/Disease Management Nurse to ensure all coordination of care has been completed with the gaining medical treatment facility.

TRICARE

Your care will be authorized through this facility until you enroll in Tricare at your gaining base. Should you need medical care while en route:

- **For emergencies** call 911 or go to the nearest Emergency Department and call your Hanscom AFB PCMH Team at 781-225-6789 option 1, option 2 the next duty day.
- **For non-emergent care** call 1-781-225-6789 option 1, option 1 to speak with the TRICARE Nurse Advice Line who can answer medical questions, triage your condition, and authorize off-base urgent care if needed.
- **Routine care** is not covered while en route. ***Should you obtain routine care while en route you will be responsible for that bill.***
- When you arrive at your next duty location, remember to complete all required TRICARE paperwork or you will remain empanelled to Hanscom and will not be able to receive care there.

Post Deployment Health Reassessment (PDHRA)

- If you have returned from a deployment in the past 3-6 months and have not completed a PDHRA, you must complete this online before your out-processing is complete. Log on to the Air Force PDHRA web site: <https://www.afchips.brooks.af.mil/pdhra/> and fill out the PDHRA (DD 2900). **If you are PRP, you must complete this form in your assigned medical clinic.**

Military One Source

- Can help you with just about any need: education, relocation, parenting, stress, taxes, etc. Available by phone 1-800-342-9647 or online www.militaryonesource.com/. This free service is provided by the Department of Defense for active-duty, Guard, and Reserve service members and their families. The service is completely private and confidential, with few exceptions.

We wish you well in your new assignment and have been honored to be your health care providers.