



EFMP Exceptional Family Member Program

Instructions for creating a Family Member Travel Screening (FMTS) package for dependent(s) NOT already command sponsored to be at JBER and are NOT located in Alaska:

1. Service member login to <https://efmp.army.mil/EnterpriseEFMP/> using CAC.
2. Create a new package for FMTS OCONUS location.
3. Enter current duty assignment as “JBER” NOT Anchorage
4. Enter MPD office as “JBER”
5. Enter your physical address in Alaska in your demographic section. Enter the physical address of where your dependent is in their demographic section – do not put your Alaska address for a dependent residing outside of Alaska.
6. Enter MTF (military treatment facility) as “Fort Wainwright” (must be an Army location, JBER MTF is the 673rd MDG and is an Air Force MTF not an Army MTF, updates soon to include Fort Richardson as a selection option)
7. JBER EFMP Office will transfer the package to the assigned Army EFMP office closest to where the dependent(s) is located. To assist the process, have your dependent schedule a physical with a medical provider and have a copy of the recent physical (within the last 6 months) available for the EFMP office to review. Be prepared to offer up to the last 5 years of medical history including all specialists that have been seen, behavioral health, mental health medical records are important, not providing records upon request will delay your request and may result in denial/non-recommended travel.
8. For status update of where your package is in the process click on the package “history”

Entering the wrong information into E-EFMP causes delays and improper routing. Slow down and pay attention to the questions you are answering.

According to AR 608-75, Exceptional Family Member Program, soldiers will provide accurate information as required when requested to do so by Army officials. Knowingly providing false information in this regard may be the basis for disciplinary or administrative action. For soldiers, refusal to provide information may preclude successful processing of an application for family travel or command sponsorship.

Commanders will take appropriate action against soldiers who knowingly provide false information, or who knowingly fail or refuse to enroll family members that meet the criteria for enrollment. (A false official statement is a violation of Article 107, Uniform Code of Military Justice (UCMJ).) These actions will include, at a minimum, a general officer letter of reprimand.