

## Medically Incapacitated Child– DEERS Enrollment & ID Issuance

**\*\*\*Cross-Servicing regulations may prevent our center from initial enrollment of dependent\*\*\***

**\*\*\*Please contact the DEERS Office if you need more information\*\*\***

For an incapacitated child, the following documentation is required:

1. **Every ID issuance** requires that the sponsor is present **OR** a Power of Attorney must be presented and signed by the sponsor **OR** sponsor may complete the DD Form 1172-2 with an official notary **OR** the sponsor may complete the DD Form 1172-2 on the Rapids Self-Service website: [https://www.dmdc.osd.mil/self\\_service](https://www.dmdc.osd.mil/self_service) or <http://www.cac.mil/>. A dependent ID card will be issued for four (4) years or less and can be renewed within 90 DAYS prior to the expiration date.
2. Approval of Dependency Determination (DD 1172-2) from Service Branch Project Office **OR** Defense Finance Accounting Services (DFAS) – See below.
3. Current Medical Sufficiency Statement (Memorandum from doctor).
4. Child/step-child's Birth Certificate (Original, with file number).
  - Certificate of Live Birth /Hospital Proof of Birth is acceptable for newborns of the sponsor who are born within 90 DAYS.
5. Child/step-child's Social Security Card (Original, not laminated).
  - If a social security card has not been issued, a temporary ID number will be assigned. The sponsor will have 90 DAYS to provide the actual social security card to any DEERS office. Failure to do so will result in a Direct Care suspension through Tricare.
6. Child/step-child aged 18 and over – Two (2) valid, unexpired, forms of identification that are listed in the Federal Information Processing Standards 201-2, and one form MUST be a photo ID.

**\*Note\*** *Initial Application – To apply for a Dependency Determination and eligibility requirements, please contact the appropriate branch of service listed below (Please note each branch of service and DoD agency may have varying eligibility requirements):*

- AIR FORCE: (210) 565 - 2089
- ARMY: (888) 276 - 9472
- NAVY: (216) 201 - 4590 OR (901) 874 - 4862 / 2366
- MARINE CORPS: (703) 784 - 9529 Option 2
- COAST GUARD: (202) 493 - 1928

**\*Note\*** *Recertification – The sponsor MUST have the Recertification of the Dependency Determination from Service Branch Project Office **OR** Defense Finance Accounting Services (DFAS) every four (4) years or less. The sponsor may submit the application for Recertification of the Dependency Determination within 90 days of expiration.*

**\*Note\*** *Children who are married or joined active military service are no longer eligible for benefits under the sponsor.*

**\*Note\*** *For Active Duty and Reserve Marines, please ensure you visit the IPAC to enroll dependent(s).*