



# EFMP Command Sponsorship Process

## *COVID 19 PROCESSING PRECEDURES*

\* All dependents of military service members must be screened prior to traveling off of the continental United States, including Alaska and Hawaii.

\* Kenner Army Health Clinic EFMP is receiving all packets by email. Please send all packets to [usarmy.lee.medcom-kahc.mbx.kenner-efmp@mail.mil](mailto:usarmy.lee.medcom-kahc.mbx.kenner-efmp@mail.mil). **Your packet will be processed as quickly as possible please have patience during this time.**

For EFMP Medical Overseas Screening (ALL documents can be found on our EFMP Website under Health Services EFMP) <https://kenner.nrmc.amedd.army.mil/>

1. DA FORM 5888 from their S1 or their overseas briefing. Your S1 fills out Blocks 1-8 ONLY. (The soldier or Soldier Support has this form. Dependents don't provide it.)
2. Health Physicals
  - a. Complete physical for each dependent within 12 months of PCS.
  - b. If they are seen at Kenner Army Health Clinic, we do not need a hard copy of the physical.
  - c. If the physical is done by an outside provider, they will need a hard copy of the physical and shot record. All children under 5 ½ years of age must have an Ages and Stages developmental screening (Provided on the website).
3. DA FORM 7246
  - a. Obtained online or by email. (June 2009 Edition – no previous edition will be accepted). Complete all boxes on pages 1 -2, except for the medical signature. Please fill out in its entirety. The EFMP office is the **ONLY** one authorized to sign the medical signature block on page two.
4. European Travel Memo (Only for Families traveling to European Countries)

Submit the completed DA FORM 5888, the DA FORM 7246 and a copy of all physicals and vaccines for the family to the EFMP office at Kenner Army Health Clinic. DA FORM 5888 for AIT students are sent directly to the EFMP office. These forms can be submitted via email, fax or in person.

The EFMP process can take up to 14 business days. All DA5888 must be sent encrypted to a government email address. Once the DA5888 is received the Soldier will contact the Travel office in Soldier Support. All AIT students contact Mr. Preston Westmoreland at 804-734-7775. All ALU students and permanent party contact Ms. Mildred Major at 804-734-6365.

Please ASK if you're unsure of what to do!

We CAN work with you via email!!!

**EFMP Coordinator**  
**Kenner Army Health Clinic**  
**700 24<sup>th</sup> St. Rm. B202**  
**Office: 804-734-9130 Fax: 804-734-9053**  
**[usarmy.lee.medcom-kahc.mbx.kenner-efmp@mail.mil](mailto:usarmy.lee.medcom-kahc.mbx.kenner-efmp@mail.mil)**