

MEDICAL RELEASE CHECKLIST PROCESS

The Medical Release Checklist Process provides an overview of the different steps required for the releasing CAF member. (*) Where there is an asterisk symbol family participation and/or support is recommended.

Pre-release 12-18 months

- *Attend medical SCAN Seminar (through the BPSO). Date: _____
 - Assignment of CAF Nurse Case Manager.
 - Appointment with IPSC.
 - Appointment with BPSO (if relevant).
 - *Research education and facilitate an interview with schools if pursuing continuing education.
 - *Investigate if educational upgrading is required.
 - *Explore , consider and develop post-release plan.
 - *Contact VAC for initial interview to inquire about Disability Award eligibility.
 - *Apply for VAC Disability Award (if applicable) on-line through "My VAC account", by phone at 1-866-522-2122 , in person at any VAC or Service Canada office , or contact a Royal Canadian Legion Command service officer by phone at 1-877-534-4666.
 - *Create a VAC account at www.veterans.gc.ca. This is most easily done through an online banking platform with secure client log in.
 - Apply for disability Tax Credit, if eligible. To apply, complete Form T2201, available on-line at www.cra-arc.gc.ca or at a Service Canada office.
 - Sign applicable consents (as per section) for different units and organizations to share information in relation to release.
 - *Consider Power of Attorney (if required).
 - *Initiate Last Will and Testament (CAF no longer valid).
- Other _____

Pre-release 6-12 months

- Contact SISIP for Vocational Rehabilitation plan and apply for SISIP Long Term Disability.
- *Begin to plan financially for release including post release budget. See SISIP representative, financial planner or bank.



- Book appointment with Release Section for an Information Briefing.
- *Begin to action post-release plan whether schooling, returning to work On-the-Job Training, looking for employment or focusing on rehabilitation.
- *Secure civilian family doctor.
- *Connect spouse to information and resources especially if releasing for Operational Stress Injury (OSI).
- Inquire at IPSC for return to work plan, and eligibility for Red Seal or Priority Hire Program.
- If moving in conjunction with release, engage with release section to inquire about benefits and moving checklist.

Pre-release 0-6 months

- Apply for Vocational Rehabilitation.
- *VAC transition interview. Inquire if VAC Case Manager will be assigned upon release message.
- *Confirm life insurance coverage post-release with SISIP or other.
- Check into release benefits which may include a pension forecast if applicable as based on years of service.
- Contact PSP staff to see if they can help you develop a post-release healthy lifestyle plan.
- Kit return if applicable.
- Discuss Continuity of Care plan with MO post release (who will provide your specialized medical services following your release? If referrals/specialists are desired? Ask about transfer prescriptions).
- Ask for copy of medical release.
- Identify Chain of Command responsible for determining entitlements to awards or medals not yet received and plan for depart with dignity.

Prior to Release

- Pre-release interview with Release section.
- *Be prepared to provide RRSP information and Income Tax Notice of Assessment for Severance application.
- Ask for a copy of Personnel (Pers) file.
- Get pre-release medical done. Identify all injuries or medical concerns at this time.
- Ask for copy of dental and medical documents.
- Have pre-release dental appointment.
- Copy of pre-release medical (CF 2088).
- Complete release package.

Release last day

- Release interview with Release section.
- Apply for provincial health card and confirm continued coverage of Public Service Health Care Plan including dental (if applicable).
- Hand in military ID card.

Post Release

- Reminder of Priority Hiring Option.
 - *Continue follow up with specialist or family physicians.
 - Engage with Brookfield for last move benefits if applicable.
 - *Initiate Tax Planning.
 - Understand that there may be a period of adjustment while transitioning to life as a Veteran.
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