

## Request for **ECHO EFMP Enrollment Confirmation Letter**

Review all statements and mark the box if the statement applies to your situation.

<input type="checkbox"/> I have a dependent who has been prescribed care through the Tricare ECHO Program. <input type="checkbox"/> I have a completed DD Form 2792 signed by the Developmental Pediatrician or another specialist prescribing said care and a signed DD Form 2792-1 and IFSP or IEP (if applicable). <input type="checkbox"/> I have an ECHO Registration Form signed by the provider.	<input type="checkbox"/> I <b>do not know</b> if ECHO support is recommended. <input type="checkbox"/> I <b>do not have</b> a DD Form 2792 signed by a provider prescribing said care. <input type="checkbox"/> I <b>still need to</b> secure a signed copy of a DD Form 2792-1 and IEP or IFSP. <input type="checkbox"/> I <b>do not have</b> a signed ECHO Registration Form.  <p style="text-align: center;"><i>Please reach out to your PCM, specialty care provider and your child's IEP (school program) or IFSP (early intervention program) team to ask for the documents required.</i></p>
If <b>all</b> boxes are checked, you <b>should</b> proceed. If not see section to the right.	If <b>any</b> boxes are checked, <b>please wait</b> to begin the process until you have spoken with the specialist recommending ECHO enrollment and until you have the required forms.

Complete this process **for each dependent** that needs to be reviewed

### Step 1: Review Forms 2792 and 2792-1 with associated IEP or IFSP if applicable

**\*\*Is all information accurate, complete, and up-to-date?\***

*No, because dependent's need for care has changed or was recorded incorrectly* →

→ Update Form 2792 for medical needs.	→ Update Form 2792-1 for educational needs.
<input type="checkbox"/> Contact PCM to schedule a medical review/evaluation. <input type="checkbox"/> Bring/send original 2792 to PCM <input type="checkbox"/> Receive official changes to documentation.	<input type="checkbox"/> Contact place of education (preschool-high school) to schedule an educational review <input type="checkbox"/> Bring/send original 2792-1 to reviewer <input type="checkbox"/> Request updated/completed IEP/IFP* <input type="checkbox"/> Receive official changes to documentation <p><b>* homeschool students must also update IEPs.</b></p>

**\*\*Are all previous diagnoses/needs and changes to care listed on the updated forms?\***

*No, there are changes to special service needs* → { *Contact each individual provider to request updated documentation* }

**\*\*Are all the forms accurate, complete, signed and up-to-date?\***

*No, I have additional dependents* → { *Return to Step 1* }

**Yes** → Complete Page 2

**\*\*Optional: Is everything on this form correct, easy to understand, and up-to-date?\***

*No* → { *provide feedback via email (usaf.ramstein.86-mdg.mbx.efmpm@health.mil) so we can improve our services* }

## Page 2: Request for **ECHO EFMP Enrollment Confirmation Letter**

### Step 2: Email EFMP-M: [usaf.ramstein.86-mdg.mbx.efmpm@health.mil](mailto:usaf.ramstein.86-mdg.mbx.efmpm@health.mil)

*Subject line: EFMP [ECHO Support] Request (Sponsor Full Name, Rank)* In the body of the email, include:

- Reason for request (ECHO enrollment for ABA therapy etc.)
- Name of dependent affected and the provider who completed their registration form
- The completed Forms DD2792, DD2792-1 and corresponding IEP or IFSP

***\*\*Once you have received an email from EFMP-M containing your ECHO support letter you will be ready to submit your ECHO Request to TRICARE Overseas Program International SOS Government Services, Inc. TOP Prime, TOP Prime Remote, TYA and ECHO Enrollments Office\*\****

**Step 3: Draft an email to [TRICAREOverseasGTSC@internationalsos.com](mailto:TRICAREOverseasGTSC@internationalsos.com) OR prepare a postal envelope addressed to: (insert office name above then list the address of...) P.O. Box 11520 Philadelphia, PA 19116 USA and include the following documents:**

- A copy of the completed EFMP enrollment confirmation letter
- A signed copy of the form DD2792
- A signed copy of the form DD2792-1 and corresponding IEP or IFSP
- ECHO Registration Form

***\*\*Important Additional Information about ECHO eligibility and registration:\*\****

***\*International SOS should update/change DEERS. Updates regarding ECHO eligibility/ registration in DEERS are made by the Global Tricare Service Center (GTSC), which is Leidos.***

***\*Eligible family members may be granted provisional ECHO coverage for up to 90 days while their registration is processed.***

***\*For more information about the ECHO program, please contact your TOP Regional Call Center and press option#4.***