



Call to Active Duty (CAD) Check List

The following information is provided to assist officers assigned to the Indian Health Service.

Table 1-1: Forms included in CAD packet to be completed and sent to Office of Commissioned Corps Support Services (OCCSS) Compensation Branch

Form Number	Form Title
W-4	Employee's Withholding Allowance Certificate
PHS-6353	State Tax Withholding Allowance Certificate
DD-20858	State of Legal Residence
PHS-2977	Quarters Allowance
SGLV 8286	Servicemen's Group Life Insurance
PHS-2874	Notice of Arrival
PHS-6177	Race and National Origin Identification
PHS-1637-1	Dependency Determination
SF-1199-A	Direct Deposit
Memo for Uniform Allowance	Memo to Request Payment of Uniform Allowance

Table 1-2: Forms processed locally

Form Number	Information
Uniformed Services Identification Card	All officers are required to possess a current Identification Card, as are their dependents. These ID cards are issued at military institutions. To find to local issuing facility visit the RAPID website .
DD-1172	Application for Uniformed Services Identification Card/DEERS Enrollment may be used to enroll new dependents in the Defense Enrollment Eligibility Reporting System (DEERS), and/or to apply for issuance or renewal of dependent identification (ID) card(s). Bring marriage license and birth certificates.
SF-1012	Travel Voucher
PHS-2988	Voucher for Reimbursement of Dependent Travel

Table 1-3: Websites of Significance

Website Name	Website URL
Commissioned Corps Management Information Systems	http://dcp.psc.gov
Indian Health Service	http://www.ihs.gov
Office of Force Readiness and Deployment	http://ccrf.hhs.gov/ccrf
United States Public Health Service	http://www.usphs.gov
Thrift Savings Plan	http://www.tsp.gov
United Concordia Dental	http://www.ucci.com/was/uccweb/home.jsp
Tri Care Health	http://www.tricare.mil/
Commissioned Corps Association (COA)	http://www.coausphs.org