



Department of Defense INSTRUCTION

NUMBER 1241.03
January 23, 2012

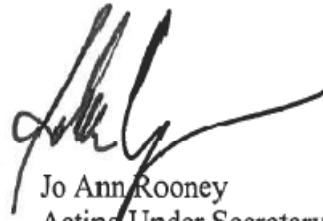
USD(P&R)

SUBJECT: TRICARE Retired Reserve (TRR) Program

References: See Enclosure 1

1. **PURPOSE.** This Instruction establishes policy, assigns responsibilities, and provides procedures for the implementation of the TRR Program pursuant to the authority in DoD Directive (DoDD) 5124.02 (Reference (a)).
2. **APPLICABILITY.** This Instruction applies to OSD, the Military Departments (including the Coast Guard at all times, including when it is a Service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD.
3. **DEFINITIONS.** See Glossary.
4. **POLICY.** It is DoD policy that TRR is available for purchase by qualified members of the Retired Reserve and their qualified surviving immediate family members.
5. **RESPONSIBILITIES.** See Enclosure 2.
6. **PROCEDURES.** See Enclosures 3 and 4.
7. **RELEASABILITY.** UNLIMITED. This Instruction is approved for public release and is available on the Internet from the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.

8. EFFECTIVE DATE. This Instruction is effective upon its publication to the DoD Issuances Website.



Jo Ann Rooney
Acting Under Secretary of Defense
for Personnel and Readiness

Enclosures

1. References
2. Responsibilities
3. TRR Program Procedures
4. FEHB Program Due-Process Procedures

Glossary

TABLE OF CONTENTS

ENCLOSURE 1: REFERENCES.....4

ENCLOSURE 2: RESPONSIBILITIES.....5

 UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS
 (USD(P&R)).....5

 ASSISTANT SECRETARY OF DEFENSE FOR RESERVE AFFAIRS (ASD(RA)).....5

 ASSISTANT SECRETARY OF DEFENSE FOR HEALTH AFFAIRS (ASD(HA)).....5

 DIRECTOR, TRICARE MANAGEMENT ACTIVITY (TMA).....5

 DIRECTOR, DEPARTMENT OF DEFENSE HUMAN RESOURCES ACTIVITY
 (DoDHRA).....5

 SECRETARIES OF THE MILITARY DEPARTMENTS AND THE COMMANDANT
 OF THE U.S. COAST GUARD6

ENCLOSURE 3: TRR PROGRAM PROCEDURES7

 ELIGIBILITY CRITERIA.....7

 PURCHASING TRR COVERAGE8

 TERMINATION OF TRR COVERAGE.....9

 TRR COMMUNICATION PLAN11

ENCLOSURE 4: FEHB PROGRAM DUE-PROCESS PROCEDURES.....12

GLOSSARY14

 PART I. ABBREVIATIONS AND ACRONYMS14

 PART II. DEFINITIONS.....15

FIGURE

 Decision Matrix for TRR Program FEHB Exclusion.....13

ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5124.02, "Under Secretary of Defense for Personnel and Readiness (USD(P&R))," June 23, 2008
- (b) Sections 1072, 1076e, and Chapter 1223 of title 10, United States Code
- (c) Section 199.25 of title 32, Code of Federal Regulations
- (d) DoD Directive 8320.02, "Data Sharing in a Net-Centric Department of Defense," December 2, 2004
- (e) DoD Manual 7730.54-M, Volume 1, "Reserve Components Common Personnel Data System (RCCPDS): Reporting Procedures," May 25, 2011
- (f) Section 8906a, and Chapter 89 of title 5, United States Code
- (g) Section 890.302 of title 5, Code of Federal Regulations
- (h) DoD 5400.11-R, "Department of Defense Privacy Program," May 14, 2007
- (i) Joint Publication 1-02, "Department of Defense Dictionary of Military and Associated Terms," current edition

ENCLOSURE 2

RESPONSIBILITIES

1. UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS (USD(P&R)). The USD(P&R) shall establish policy and provide guidance for the administration of the TRR Program.

2. ASSISTANT SECRETARY OF DEFENSE FOR RESERVE AFFAIRS (ASD(RA)). The ASD(RA), under the authority, direction, and control of the USD(P&R), shall:
 - a. Develop personnel guidance to establish eligibility for the TRR Program pursuant to section 1076e of title 10, United States Code (U.S.C.) (Reference (b)) and section 199.25 of title 32, Code of Federal Regulations (Reference (c)).

 - b. Maintain oversight of the administration of personnel eligibility for the TRR Program.

3. ASSISTANT SECRETARY OF DEFENSE FOR HEALTH AFFAIRS (ASD(HA)). The ASD(HA), under the authority, direction, and control of the USD(P&R), shall:
 - a. Oversee the administration of the TRR Program.

 - b. Establish a premium rate, on a calendar year basis, for member-only and member and family coverage that represents the full cost of the total annual premium amount that is determined, on an appropriate actuarial basis, as being appropriate for coverage under the TRICARE Standard (and Extra) benefit for the eligible Retired Reserve population, their immediate family members, and their qualified surviving immediate family members.

4. DIRECTOR, TRICARE MANAGEMENT ACTIVITY (TMA). The Director, TMA, under the authority, direction, and control of the ASD(HA), shall provide operation and management responsibility and develop procedures for the purchasing of TRR by qualified Retired Reserve members, their family members, and their surviving immediate family members; for changing types of coverage; terminating coverage; and for processing enrollment-related actions.

5. DIRECTOR, DEPARTMENT OF DEFENSE HUMAN RESOURCES ACTIVITY (DoDHRA). The Director, DoDHRA, under the authority, direction, and control of the USD(P&R), shall require the Director, Defense Manpower Data Center (DMDC) to:
 - a. Operate and maintain the Reserve Component Purchased TRICARE Application (RCPTA) for enrolling qualified members for the TRR Program.

- b. Provide software modification as needed to support the RCPTA.
- c. Provide record-level data, programming, and analytical support to the ASD(RA) as requested.
- d. Follow the requirements and procedures prescribed by DoDD 8320.02 (Reference (d)) to safeguard personal and TRR Program enrollment data.
- e. Use the Defense Eligibility Enrollment Reporting System (DEERS) to determine the qualification for the TRR Program for surviving immediate family members of a Retired Reserve member who had TRR coverage at the time of their death.

6. SECRETARIES OF THE MILITARY DEPARTMENTS AND THE COMMANDANT OF THE U.S. COAST GUARD. The Secretaries of the Military Departments and the Commandant of the U.S. Coast Guard shall:

- a. Determine, maintain, and track the correct eligibility of Retired Reserve members to qualify for the TRR Program and terminate TRR coverage of enrolled Retired Reserve members and surviving immediate family members when warranted.
- b. Direct that accurate and timely personnel status of Reserve Component (RC) members are provided to the DMDC pursuant to DoD Manual 7730.54-M, Volume 1 (Reference (e)).
- c. Develop a procedure to review and determine the qualification of Retired Reserve members enrolled in the TRR Program that are identified with eligibility for the Federal Employees Health Benefits (FEHB) Program.
- d. Develop, maintain, and execute a communication plan that will require that RC members receive an annual explanation of the qualification criteria, benefits, program information, and cost of TRR.
- e. Designate a TRR point of contact (POC) for each RC to manage, account for, and administer the application of the TRR Program for the RC.

ENCLOSURE 3

TRR PROGRAM PROCEDURES

1. ELIGIBILITY CRITERIA

a. Retired Reserve Qualifications. To qualify for enrollment in TRR, a Retired Reserve member must be in compliance with the following requirements.

(1) Retired Reserve Membership. A Service member must have transferred to the Retired Reserve of an RC of the Armed Forces, qualified for a non-regular retirement in accordance with chapter 1223 of Reference (b), but not have attained age 60.

(2) FEHB Program Exclusion. A member of the Retired Reserve must not be eligible for, or enrolled in, the FEHB Program according to chapter 89 of title 5, U.S.C. (Reference (f)).

(a) A Retired Reserve member who is also a temporary Federal employee, employed continuously for 1 year excluding any break in service of 5 days or less, becomes eligible for the FEHB Program pursuant to section 8906a of Reference (f), and has an FEHB Program exclusion to prevent qualifying for the TRR Program.

(b) A Retired Reserve member with a spouse enrolled in an FEHB Self and Family plan, has an FEHB Program exclusion and cannot qualify for the TRR Program according to section 890.302 of title 5, Code of Federal Regulations (Reference (g)).

(c) A Retired Reserve member who is a Federal Civil Service annuitant and is either ineligible for the FEHB Program or chooses not to continue FEHB coverage at the time of retirement is no longer eligible for an FEHB Program enrollment and does not have an FEHB Program exclusion to prevent qualifying for the TRR Program.

b. Requirements to Purchase TRR. The Retired Reserve member's RC is responsible for determining the Retired Reserve member's qualifications for TRR and shall provide to the DEERS at DMDC the Retired Reserve member's correct RC category, training and retirement category, and date of birth pursuant to Reference (e).

c. Surviving Immediate Family Member Requirements to Purchase TRR. To qualify for TRR, a surviving immediate family member (hereafter referred to "survivor") must be in compliance with the following requirements.

(1) Retired Reserve Survivor. If a qualified member of the Retired Reserve has TRR coverage at the time of the member's death, the survivors shall remain qualified to purchase new or existing member and family coverage in the TRR Program until the date the deceased Retired Reserve member would have attained age 60.

(2) Determining Eligibility. The DEERS at the DMDC will identify qualified Retired

Reserve survivors and show them as eligible until the date on which the deceased Retired Reserve member would have attained age 60 shown as the end eligibility date for TRR coverage.

d. TRR Program Enrollment

(1) Retired Reserve Member. A qualified member of the Retired Reserve or the Retired Reserve member's qualified survivors, who wish to purchase TRR coverage must complete and submit the DD Form 2896-1, "Reserve Component Health Coverage Request Form," available on the DMDC RCPTA at <https://www.dmdc.osd.mil/appj/reservetricare>, to enroll in TRR. The required premium payment must be submitted along with the DD Form 2896-1, within the required time, to the servicing TRICARE contractor. Only a DD Form 2896-1 generated by the RCPTA and signed by the Retired Reserve member, or a qualified survivor, will be accepted by the servicing TRICARE contractor.

(2) Certification of Non Eligibility or Enrollment in the FEHB Program. The Retired Reserve member shall sign the DD Form 2896-1 and certify that he or she is not eligible for, or enrolled in, the FEHB Program. The Retired Reserve member's signed DD Form 2896-1 shall document his or her understanding of the exclusionary clause described in subparagraph 1.a.(2) of this enclosure and the Retired Reserve member's responsibility to terminate TRR coverage upon establishing eligibility for, or enrollment in, the FEHB Program.

(3) Fraud. The Retired Reserve member may be subject to civil and criminal penalties for making a false declaration of eligibility or failing to report his or her change in eligibility, thereby fraudulently representing that he or she is eligible for TRR coverage.

2. PURCHASING TRR COVERAGE

a. Open Enrollment. The qualified Retired Reserve member may purchase TRR coverage throughout the year. If the DD Form 2896-1, with the required premium payment, is postmarked or received by the servicing TRICARE contractor by the last day of the month, the effective date of TRR coverage shall be either the first day of the next month or the first day of the second following month as indicated on the DD Form 2896-1.

b. Continuation of Coverage. Following a period of coverage under another TRICARE program, a qualified Retired Reserve member may purchase TRR coverage with a begin date immediately following the termination of coverage under another TRICARE program. The DD Form 2896-1 and the required premium payment must be postmarked or received by the servicing TRICARE contractor, no later than 30 days after the termination of coverage under another TRICARE program.

c. Qualifying Life Event (QLE). A qualified Retired Reserve member may purchase or change TRR coverage type in connection with a QLE that results in a change of family composition, such as: marriage, birth or adoption, death, divorce or annulment, or placement of a child in the legal custody of the Retired Reserve member by order of the court. The qualified Retired Reserve member is required to report, in person, all changes in family composition to a

military personnel office with Real-Time Automated Personnel Identification System (RAPIDS) capability to appropriately update the DEERS. Military personnel offices with RAPIDS capability can be found using the RAPIDS Site Locator at <http://www.dmdc.osd.mil/rsl>. The DD Form 2896-1 and the required premium amount must be postmarked or received by the servicing TRICARE contractor no later than 60 days after the effective date of the QLE.

d. Qualified Survivor Coverage Under TRR

(1) TRR Member and Family Enrollment. If TRR member and family coverage was in effect on the date of the Retired Reserve member's death, TRR coverage will continue automatically for the qualified survivors.

(2) TRR Member-Only Enrollment. If TRR member-only coverage was in effect on the date of the Retired Reserve member's death, qualified survivors may purchase TRR coverage with continuation of coverage. Within 60 days of the Retired Reserve member's death, the DD Form 2896-1, with the required premium payment, must be postmarked or received by the servicing TRICARE contractor no later than 60 days after the death of the Retired Reserve member.

(3) Purchasing New Coverage. The qualified survivors may purchase new TRR coverage effective the first day of the month, at any time until the date the deceased Retired Reserve member would have attained age 60. The DD Form 2896-1, with the required premium payment, must be postmarked or received by the servicing TRICARE contractor by the last day of the month prior to the effective date of coverage.

(4) Continuation of Coverage. The qualified survivors may purchase TRR coverage following a period of coverage under another TRICARE Program with a begin date immediately following the termination of coverage under another TRICARE program. The DD Form 2896-1 and the required premium payment must be postmarked or received by the servicing TRICARE contractor no later than 30 days after the termination of coverage under another TRICARE program.

(5) QLE. The qualified survivors may purchase or change coverage with a QLE that results in a change to family composition, such as marriage, birth or adoption, death, divorce or annulment. The qualified survivors are required to report, in person, all changes to family composition to a military personnel office with RAPIDS capability to appropriately update the DEERS. Military personnel offices with RAPIDS capability can be found using the RAPIDS Site Locator at <http://www.dmdc.osd.mil/rsl>. The DD Form 2896-1 and the required premium amount must be postmarked or received by the servicing TRICARE contractor no later than 60 days after the date of the QLE.

3. TERMINATION OF TRR COVERAGE

a. Loss of Retired Reserve Status. TRR coverage shall terminate effective on the date of loss of Retired Reserve status as described in paragraph 1.a. of this enclosure, or on the date a

deceased Retired Reserve member would have attained age 60 for enrolled survivors.

b. Eligibility for or Enrollment in FEHB Program

(1) Retired Reserve Member. A Retired Reserve member enrolled in the TRR Program shall submit a DD Form 2896-1 to terminate his or her TRR coverage no later than 60 days after becoming newly eligible for the FEHB Program. The DD Form 2896-1 to terminate TRR coverage may be submitted up to 60 days in advance of becoming eligible for health care coverage under an FEHB Program.

(2) RC FEHB Program Due-Process Review. The RC shall determine the Retired Reserve member's eligibility status for the TRR Program and terminate TRR coverage, if warranted, as described in Enclosure 4.

c. Failure to Make Premium Payments. TRR coverage shall terminate if the Retired Reserve member or enrolled survivors fail to make premium payments in a timely manner as prescribed by the Director, TMA and Retired Reserve members or survivors will be suspended from enrollment for TRR coverage for 1 year from the effective date of termination initiated for failure to make payment.

d. Coverage Under Another TRICARE Benefit. TRR coverage shall terminate as of 12:01 a.m. of the day the Retired Reserve member or enrolled survivors gain eligibility under another TRICARE program.

e. Voluntary Termination. Retired Reserve members or enrolled survivors must notify the servicing TRICARE contractor that they no longer want health coverage under TRR. The effective date of termination of coverage shall be the last day of the month in which the request form was received by the servicing TRICARE contractor or the last day of a future month as specified on the DD Form 2896-1. This decision shall place a 1 year suspension for enrollment from the date of termination of the Retired Reserve member or qualified survivors enrolled in the TRR Program.

f. Death of the Retired Reserve Member. TRR coverage for the Retired Reserve member shall end on the date of the Retired Reserve member's death.

g. Terminating Survivor Coverage. If qualified survivors wish to terminate TRR member and family coverage effective the date of the Retired Reserve member's death, the DD Form 2896-1 must be received by the servicing TRICARE contractor no later than 60 days after the date of death in order to terminate coverage retroactive to the date of the Retired Reserve member's death. Excess premium payment amounts paid will be refunded; if no medical claims are pending from the day after the death of the Retired Reserve member, premium payment amounts covering that period of time will be refunded.

h. Loss of Survivor Status. TRR coverage for a qualified survivor shall terminate on the date that the survivor no longer satisfies the conditions of their relationship to the deceased Retired Reserve member as a surviving immediate family member.

4. TRR COMMUNICATION PLAN. Each RC, in coordination with TMA, shall develop a comprehensive communications plan and, at least annually, provide its RC members with information about the TRR Program qualification requirements, TRR Program FEHB exclusion, TRR benefits and costs, and the Retired Reserve member's responsibilities for enrollment in the TRR Program.

ENCLOSURE 4

FEHB PROGRAM DUE-PROCESS PROCEDURES

The Retired Reserve member enrolled in the TRR Program certifies that he or she does not have continuing eligibility for the FEHB Program by signing the DD Form 2896-1. The DoD will execute computer matching agreements to recertify the Retired Reserve member's declaration that he or she does not have continuing eligibility for the FEHB Program and is eligible to qualify for TRR, pursuant to section 1076e of Reference (b).

a. Identify Eligibility. Computer matching agreements between the DoD and certain Federal agencies, pursuant to DoD 5400.11-R (Reference (h)), will identify the eligibility for the FEHB Program of RC members. The Deputy Assistant Secretary of Defense for Reserve Affairs (Manpower and Personnel) (DASD(M&P)) will make available to the RCs the results of a computer match that will identify Retired Reserve members enrolled in the TRR Program who are also reported as eligible for the FEHB Program. The release of this match result to the RC TRR POC will be the start date of the due-process review.

b. Contest Findings. Each RC shall develop a procedure that will establish and verify contact with the Retired Reserve member within 30 days of the start of the due-process review. Once contact has been verified, the RC shall provide the Retired Reserve member enrolled in the TRR Program 30 days to contest the finding that he or she is reported as currently eligible for, or enrolled in, an FEHB Program from the results of the computer matching described in paragraph a. of this enclosure.

c. Determine Eligibility for TRR. Once the Retired Reserve member has been provided 30 days by the RC to contest the finding of their reported eligibility for the FEHB Program, the RC shall determine the correct qualification status of the Retired Reserve member for the TRR Program. See the figure for the disposition of the Retired Reserve member's eligibility for the TRR Program based on eligibility or enrollment in the FEHB Program.

d. Record FEHB Eligibility. No later than 30 days after the period the Retired Reserve member has been provided an opportunity to contest the findings of the computer matching result, the RC shall report to the DASD(M&P) the determination made by the RC for the Retired Reserve member's qualification for TRR. The RC shall assign a termination date for those Retired Reserve members determined not to be qualified for the TRR Program that is the start date of the due-process review or, if it can be established, 60 days after the date the Retired Reserve member most recently became eligible for the FEHB Program after September 30, 2010.

e. Terminate TRR Enrollment. The RC will terminate the enrollment of those Retired Reserve members determined not to be qualified for TRR. If the Retired Reserve member is determined to be qualified for TRR, the RC will identify the correct end date for TRR and enter this date into the Retired Reserve member's TRR Program eligibility end date using the RCPTA.

Figure. Decision Matrix for TRR Program FEHB Exclusion

Disposition of TRR Program Eligibility of Service Member Considering Eligibility or Enrollment in FEHB Program				
	A	B	C	D
R U L E	If the Service member is Retired Reserve, qualified for a non-regular retirement and not age 60, and	The spouse:	and	Then TRR Program qualification status is:
1	is not eligible for the FEHB Program.	is not eligible for the FEHB Program.		Retired Reserve member may qualify for the TRR Program, may enroll all family members in the TRR Program.
2		is eligible for the FEHB Program.	the spouse is enrolled in the FEHB Self and Family plan.	Retired Reserve member cannot qualify for the TRR Program.
3		is not Retired Reserve; is eligible for the FEHB Program.	the spouse is enrolled in the FEHB Self plan.	Retired Reserve member may qualify for the TRR Program, may enroll all family members in the TRR Program.
4		is Retired Reserve; is eligible for the FEHB Program.	the spouse is enrolled in the FEHB Self plan.	Retired Reserve member may qualify for the TRR Program, may enroll all family members, except the spouse, in the TRR Program.
5	is eligible for the FEHB Program.			Retired Reserve member cannot qualify for the TRR Program.
6		is Retired Reserve; is not eligible for the FEHB Program.		Retired Reserve member cannot qualify for the TRR Program, the spouse, may qualify for the TRR Program.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

ASD(HA)	Assistant Secretary of Defense for Health Affairs
ASD(RA)	Assistant Secretary of Defense for Reserve Affairs
DASD(M&P)	Deputy Assistant Secretary of Defense for Reserve Affairs (Manpower and Personnel)
DEERS	Defense Eligibility Enrollment Reporting System
DMDC	Defense Manpower Data Center
DoDD	DoD Directive
DoDHRA	Department of Defense Human Resources Activity
DoDI	DoD Instruction
FEHB	Federal Employees Health Benefits
POC	point of contact
QLE	qualifying life event
RAPIDS	Real-Time Automated Personnel Identification System
RC	Reserve Component
RCPTA	Reserve Component Purchased TRICARE Application
TMA	TRICARE Management Activity
TRR	TRICARE Retired Reserve
U.S.C.	United States Code
USD(P&R)	Under Secretary of Defense for Personnel and Readiness

PART II. DEFINITIONS

These terms and their definitions are for the purpose of this Instruction.

FEHB Program. Includes all health benefit plans covered in accordance with chapter 89 of Reference (f).

immediate family member. The term immediate family member of a Retired Reserve member includes the spouse, children, and certain other unmarried persons, as defined in subparagraphs (A), (D), and (I) of section 1072(2) of Reference (b).

QLE. An authorized reason to change the type of enrollment for TRR with an effective date of the QLE due to a change to family composition because of marriage, birth or adoption, death, divorce or annulment, or placement of a child in the legal custody of the Retired Reserve member by order of the court.

RC. Defined in Joint Publication 1-02 (Reference (i)).

Retired Reserve. Defined in Reference (i).

surviving immediate family member. The surviving immediate family member of a deceased Retired Reserve member who dies with TRR coverage.

TRR. A premium based TRICARE health plan offering the TRICARE Standard (and Extra) benefit that qualified Retired Reserve members and survivors may purchase.