



**DEPARTMENT OF THE ARMY**  
**UNITED STATES ARMY PHYSICAL DISABILITY AGENCY**  
2530 CRYSTAL DRIVE  
ARLINGTON, VIRGINIA 22202

AHRC-DZA

10 November 2011

MEMORANDUM FOR Presidents, U.S. Army Physical Evaluation Boards

SUBJECT: Policy Relating to Soldier Treatment Record (STR) and Medical Evaluation Board (MEB) Case File

1. The Physical Evaluation Board (PEB) may base its findings solely on information within the Soldier's narrative summary (NARSUM) and supporting MEB case file. Army Medical Command (MEDCOM) policy requires that the Military Treatment Facility (MTF) transmit the Soldier's MEB proceedings to the PEB via eMEB. When the eMEB transmission includes the complete (and legible) MEB case file, the PEB will not require the MTF to provide an additional paper copy of the MEB case file. When necessary, the PEB will access the Soldier's electronic health record (i.e. Armed Forces Health Longitudinal Technology Application (AHLTA)). The MTF should include only those records that are specifically relevant to the Soldier's MEB. The PEB expects the MTF to have uploaded the Soldier's STR into AHLTA.
2. When it is not feasible for the MTF to upload the Soldier's STR into AHLTA, the PEB may request the Soldier's (original) STR. Examples of PEB adjudications where the PEB may make such a request include: TDRLs; and Army National Guard (COMPO 2) or United States Army Reserve (COMPO 3) Soldiers. In this manner, the PEB will not delay a case by requiring the MTF to create a paper copy of the Soldier's STR.
3. On a case-by-case basis, it is acceptable for the PEB to receive a paper copy from the MTF in lieu of the original record. The PEB will return the original record to the MTF in due course, generally within 20 days, because the MTF must have custody of these records to furnish copies of the Soldier's records to the VA, to the Soldier, etc.

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JASON T. EVANS  
Colonel, USA  
Commanding