

## MEDICAL RELEASE CHECKLIST

The Medical Release Checklist provides an overview of some of the different steps that you may experience when releasing from the CAF. Every release is unique and the checklist is simply a reference to help guide you through each phase.

*“Our life is evolving. On this journey from military to civilian life we face continual change. Even with the minor setbacks we try to look at change in a positive way.”*

Medically released Veteran

### PRE-RELEASE 12-18 MONTHS

- Attend medical SCAN Seminar (through the Base Personnel Selection Officer).
- Assignment of CF Nurse Case Manager.
- Appointment with IPSC.
- Appointment with BPSO.
- Investigate educational requirements.
- Explore, consider and develop post-release plan.
- Contact VAC for interview about Disability Award eligibility.
- Apply for VAC Disability Award (if applicable) online 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](http://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) online at [www.cra-arc.gc.ca](http://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 will no longer be valid after release).
- Connect with local Veteran Family Program Coordinator to access Transition Programs.
- Connect family with local Veteran Family Program Coordinator to access Transition Programs.

### PRE-RELEASE 6-12 MONTHS

- Contact SISIP Financial for Vocational Rehabilitation plan and apply for SISIP Financial Long Term Disability.
- Begin to financially plan for release, including post-release budget. See SISIP Financial representative, financial planner or bank.
- Book appointment with Release Section for an Information Briefing.
- Begin to action post-release plan which could include return to school, return to work, On-the-Job training, looking for employment or focusing on rehabilitation.
- Secure civilian family doctor.
- Connect spouse to information and resources through local MFRC, FIL, or [www.CAFconnection.ca](http://www.CAFconnection.ca), especially if releasing with Operational Stress Injury (OSI).
- Inquire at IPSC for a Transition Interview 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.
- Set up VAC transition interview. Inquire if VAC Case Manager will be assigned upon release message.
- Confirm life insurance coverage post-release with SISIP Financial 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.
- If applicable return kit.
- Discuss Continuity of Care plan with MO post release (Who will provide your specialized medical services following your release? Are referrals/specialists required? Ask about transfer prescriptions).
- Ask for A copy of your 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 your personnel file.
- Obtain pre-release medical and identify all injuries or medical concerns at this time.
- Ask for copy of your dental and medical documents.
- Schedule a pre-release dental appointment.
- Obtain a copy of your 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 identification card.

## POST RELEASE

- Explore Government of Canada Priority Hiring Option.
- Continue follow-up with specialist or family physicians.
- Engage with BGRS, formally known as Brookfield, for last move benefits if applicable.
- Initiate tax planning.