

CADRE ORIENTATION NON-MEDICAL ATTENDANT TRAINING

Cadre Course
Nurse Case Manager Course

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Enclosure 4 Cadre Orientation Non-
Medical Attendant Training



OBJECTIVES

- Identify Soldier eligibility requirements for a Non-Medical Attendant.
- Discuss Non-Medical Attendant entitlements.
- Discuss Non-Medical Attendant duties/responsibilities.
- Differentiate between Non-Medical Attendants and SCAADL Programs.
- Identify Non-Medical Attendant Requirements related to pay.
- Describe the process by which a Soldier receives a Non-Medical Attendant, and how the requirement is stopped.

NON-MEDICAL ATTENDANTS



Enclosure 4 Cadre Orientation Non-Medical Attendant Training



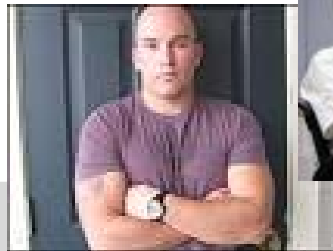
WHAT IS A NON-MEDICAL ATTENDANT

- A Non-Medical Attendant is an individual designated by the Soldier
- Determined by the physician or surgeon and the military medical facility commander to be appropriate to serve as a NMA for the Soldier
- Whose presence may contribute to the health and welfare of the Soldier



NON-MEDICAL ATTENDANT - ELIGIBILITY

- Driven by Soldier's medical need
 - Per the JTR, a Soldier, as a result of a wound, illness, or injury, has been determined by a physician or surgeon to be in a category known as "*very seriously wounded, ill, injured*" or "*seriously wounded, ill or injured*" **AND**
 - Is hospitalized for treatment of the wound, illness, or injury or requires continuing outpatient treatment for the wound, illness, or injury.



NON-MEDICAL ATTENDANTS - WHY

- Many Soldiers need additional support as they recovery, rehabilitate, and transition
 - In non-WTU units, Soldiers often receive support from unit assets or their spouses/Families.
 - In WTUs, fellow Soldiers have their own recoveries to focus on and cadre are tied up managing other Soldiers.
- Non-Medical Attendants provide support while Soldiers face the challenges of recovery and transition

NON-MEDICAL ATTENDANTS – WHEN SHOULD A SOLDIER BE PERMITTED TO HAVE NMA

Soldier, assigned to the WTU X 8 months, tells Squad Leader that he has been waking up in the middle of the night due to nightmares and wishes that he could have someone in his room for security.

- Who determines if this Soldier is eligible?
- Can anyone recommend a Soldier be assessed for the need for a NMA?
- Is this Soldier eligible after 8 months without a NMA?

INITIATING THE NMA PROCESS

PCM identifies Soldier as candidate for NMA based on status of VSI/SI by attending physician or Surgeon

PCM Counsels Soldier on his/her eligibility for a NMA – documents in ALHTA

PCM validates NMA selection; completes WTU NMA Worksheet – sends to company command

1
Business
Day

Company Command initiates a DA 4187, submits to WTU or MTF Commander

1
Business
Day

WTU Commander acts upon request

2 Business
Days

NON-MEDICAL ATTENDANTS – HOW LONG

- Timeframe is based upon need as determined by the PCM (30 day increments up to 180 days)
- Thirty days prior to the end of the NMA orders, the PCM will re-evaluate the Soldier
 - If need continues, PCM will generate another worksheet and forward to command as previously completed.
 - If the Soldier no longer needs a NMA, the PCM will educate the Soldier and NMA on rationale for discontinuing NMA orders and document in AHLTA.
 - Soldier may appeal to the WTU Surgeon or Deputy Commander of Clinical Services

NON-MEDICAL ATTENDANTS – RESPONSIBILITIES

- Provide personal support to the Soldier.
 - Escort/drive to and from appointments
 - Assist by conducting shopping for needed items
 - Provide a safe environment
 - Protect Soldier
 - Advocate for Soldier
 - Motivate Soldier
 - Assist with medication management
 - Assist with managing medical and administrative paperwork



NON-MEDICAL ATTENDANTS – DUTIES

- Complete administrative paperwork
 - DTS Worksheet
 - Meet with DTS Specialist
 - Receive DTS Counseling
 - Company-level in-processing



DTS WORKSHEET

DTS Self Registration Worksheet

General Information	
First Name	
Middle Initial	
Last Name	
SSN	
Gender	
Email Address	
Mailing Address (Home)	
Mailing Address, City, State and Zip/Postal Code	
Home Telephone Number	
Required Work Information	
Civilian/Military Status	
Title/Rank	
Tech Status	
Organization Name	
Office Address, City, State and Zip/Postal Code	
Time Zone	
Work Hours	
Emergency Contact Name and Phone Number	
Electronic Funds Transfer Data	
Account Type - Checking or Savings	
Account Routing Number	
Account Number (Checking)	
Account Number (Savings)	
Government Charge Card (GOVCC)	
Charge Card Status	
Account Number	
GOVCC Exp. Date	
Additional Work Information	
Printed Organization	
Present Duty Station	
Miles from Office to Airport	
Office Phone	
Office Fax	
Office Mail Stop	



NON-MEDICAL ATTENDANT DUTIES

- Along with Soldier meet with SL at least weekly and NCM at least twice per month
- Attend appointments with Soldier
- Attend formations and Town Halls with Soldier at least quarterly
- Attend Family Readiness Group meetings at least quarterly
- Meet with Ombudsmen within 30 days of arrival
- Meet with SFAC within 30 days of arrival

NON-MEDICAL ATTENDANTS – TRAINING

- Orientation to Duties and Responsibilities of NMA within 1 week of assignment as NMA
- WTU Orientation within 30 days of assignment as NMA
- IDES Familiarity Briefing within 30 days of arrival
- May receive Installation Fire and Safety Training
- May attend first aid and CPR Training



NON-MEDICAL ATTENDANTS – REMOVAL PROCEDURES

- If the NMA does not contribute to the Soldier's health and welfare or impedes the Soldier's ability to heal, recover, and transition, the WTU may remove the NMA status from the person.
 - The WTU Commander and the MTF Commander are the approval authority for removal
 - If the Triad of Care witnesses or receives credible reports that a NMA is providing unsafe care or impeding the Soldier's ability to heal, recover, or transition, the Family Advocacy Program should be consulted along with Staff Judge Advocate.

NMA ENTITLEMENTS

Per the Joint Travel Regulation, entitlements include:

- Per Diem. This is pay to cover the expenses for food and incidentals. Not all NMAs qualify for all entitlements.
 - If serving as a NMA at the Soldier's PDS, the NMA does not qualify for Per Diem Pay
 - If the Soldier goes on leave, the NMA is not paid per diem during the leave time.

NMA Per Diem Entitlements **ARE NOT** SCAADL Benefits.

SCAADL is a special monthly compensation for service members who incur a permanent catastrophic injury or illness. SCAADL helps offset the loss of income by a primary caregiver who provides non-medical care, support, and assistance for the service member.

NMA ENTITLEMENTS

Per the Joint Travel Regulation, entitlements include:

- Transportation Reimbursement.

- One round trip from the NMA's home of record and return
- To/from a military appointment outside of the Permanent Duty Station.
- Costs incurred from driving the Soldier to and from medical appointments or therapies may be reimbursed. Travel to MWR or recreational events are not covered in this entitlement.

- Health Care.

- If the NMA is a non-beneficiary, they are entitled to care at the MTF on a space available basis.



POLICIES PERTINENT TO NON-MEDICAL ATTENDANTS

- DoDI 1300.24
- Title 37 USC Section 481K
- JTR
- AR 600-8-1
- AR 40-400
- ALARACT 171/2007
- WTC Consolidated Guidance



CADRE RESPONSIBILITIES

- Commanders
 - Ensure NMA Training is provided to cadre
 - Ensure NMAs are provided NMA orientation and other identified training
 - Ensure NMAs are oriented to the WTU and know their Interdisciplinary team
 - Ensure NMAs are treated with dignity and respect
 - Ensure NMAs receive the appropriate entitlements
 - Establish NMA support groups and attend at least monthly

CADRE RESPONSIBILITIES

- Squad Leaders
 - Assist NMA/Soldier with administrative requirements
 - Orient NMA to unit, location, duties/responsibilities
 - Inform NMA about Squad Leader duties, provide contact information, demonstrate your availability
- Primary Care Managers
 - Ensure appropriate counseling on the reasons why they are being designated as a NMA
 - Communicate the reasons for the NMA to the IDT
 - Counsel Soldier/NMA on the intended length of orders
 - Complete required forms
 - Reevaluate continued need for a NMA at least 30 days prior to expiration of NMA orders

CADRE RESPONSIBILITIES

- Nurse Case Managers
 - Assist NMA to understand Soldier's medical requirements
 - Assist with answering medical questions
 - Orient to NCM role
 - Advocate for Soldier and NMA
- Social Work
 - Monitor resiliency of NMAs and Soldier
 - Assess for signs of compassion fatigue and stress
 - Help develop resiliency plans
- Chaplains
 - Monitor resiliency of NMAs and Soldier
 - Design programs to improve relationships



SCENARIO 1

- Soldier who was medically evacuated from theater for attempted suicide. Initially was admitted as an inpatient. Physician completed Seriously Ill paperwork while inpatient.
- Recently discharged. Stable on medications and group therapy.
- Soldier completes Self Assessment and identifies trigger points. Acknowledges group therapy is beneficial. Does not voice any suicidal thoughts.
- No immediate medical concerns.

Does Soldier require NMA?

SCENARIO 2

- Soldier is medically evacuated from theater after suffering from traumatic below the knee amputations.
- Initial inpatient stay was for 6 months.
- Discharge from inpatient will happen in 1 week.
- Per inpatient team, Soldier is proficient in wheelchair and can complete transfer independently.
- Behavioral Health team notes Soldier is impulsive and they are concerned about Soldier's coping with loss.

Does Soldier require NMA?

SCENARIO 3

- Soldier comes to the WTU from the Demob site for hip pain, low back pain, and high blood pressure.
- Soldier requires a hip replacement and is set for surgery next week. Will require assistance post surgery for 14 days.
- Soldier completes self assessment and lists no issues as he feels all his care needs are being met.
- Risk assessment level is low.

Does Soldier require NMA?

SCENARIO 4

- Soldier's brother is serving as Soldier's NMA.
- Soldier has Traumatic Brain Injury, Post Traumatic Stress Disorder, and is an upper extremity amputee.
- Squad leader found NMA and Soldier intoxicated in the barracks room.

What actions does the Squad Leader take?

Can the NMA be removed?

What if the NMA was the Soldier's wife?

