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## Plan My Move Booklet for Fort McPherson/Gillem

### Overview



#### **Location**

Forts McPherson and Gillem are located in Atlanta, Georgia, the shining star of the Southeast and an exciting place to call home. Atlanta, Georgia's state capital, is located in the foothills of the Appalachian Mountains. Equidistant from the Atlantic and Gulf Coasts, Atlanta has a mean elevation of 1,010 feet above sea level. The cost of living in Atlanta is slightly higher than the national average. The population of the Atlanta region spreads across a metropolitan area of 8,376 square miles - a land area larger than that of Massachusetts and Georgia contains more counties than any other state east of the Mississippi River. As of the 2000 census, less than one in ten residents of the metropolitan area lived inside Atlanta city proper. A 2006 survey by the Metro Atlanta Chamber of Commerce counted 140 cities and towns in the 28-county metropolitan statistical area in mid-2005. The base operator's phone number is 404-464-3113 or DSN 312-367-3113.

#### **History**

Fort McPherson was established in 1886, and became a permanent Army installation on May 4, 1889. Originally established on December 30, 1867, the post was named "McPherson Barracks" in honor of Major General James Birdseye McPherson, who was killed on July 22, 1864, during the Battle of Atlanta. Fort Gillem was formerly known as the Atlanta Army Depot. For over 50 years, Fort Gillem has worked side by side with the surrounding Clayton County community. The relationship began in 1941, when the Atlanta General Depot moved its Candler Warehouse to what is now Fort Gillem. For more information, go to our [web page](#).

#### **Mission**

The mission of the U.S. Army Garrison at Forts McPherson and Gillem is to support and execute soldier readiness and well-being by providing efficient and effective installation management programs, a quality community, and value-added services to our active duty, reserve, national guard and joint service forces; civilian servants; retired military; and their family members.

#### **Population Served**

Forts McPherson and Gillem serve and support a number of "internal" audiences, including Active Duty and Reserve Component soldiers, sailors, airmen and marines, Department of Defense civilians, military retirees and family members.

#### **Base Transportation**

There is no on-post shuttle available between Fort McPherson and Fort Gillem.

#### **Sponsorship**

Sponsorship may be requested at your installation levy briefing, by contacting your local Army Community Service (ACS) relocation manager or the gaining ACS relocation manager, and/or by contacting the gaining unit. A sponsor will send permanent party members a sponsor package, answer questions about the fort and the area, make lodging arrangements, and meet newcomers upon arrival. The sponsor will help members and their families until settled into the new community. You can reach the Fort McPherson ACS at 404-464-4070/4182, DSN 312-367-4070/4182.

### **Temporary Quarters**

There are 70 guest rooms at Fort McPherson (8 in the Distinguished Visitors Quarters, 12 family apartments and 50 visiting officers and enlisted quarters). Fort Gillem has eight guest rooms (one in the Distinguished Visitors Quarters and seven in the Visiting Officers Quarters). Pets are not allowed in lodging facilities. The lodging staff can help travelers locate local pet boarding facilities. Personnel on orders can make reservations 90 days in advance and will have priority. Reservations can be made by calling 404-464-0652 or DSN 312-367-0652. The fax number is 404-464-3376.

### **Relocation Assistance**

A Newcomers' Orientation for arriving personnel and their families is held quarterly, in the ACS Training Room, building 62, on Fort McPherson. Our Lending Closet provides essential items while awaiting the arrival of their household goods. For further information contact the Relocation Readiness Program at 404-464-4182.

### **Critical Installation Information**

Forts McPherson and Gillem prohibit the use of cell phones while operating a motor vehicle unless the driver is using a hands-free device.

## Sponsorship

Settling into your new location and your new unit takes time. [Plan My Move](#) is designed to assist you with information about your new location. Complimenting Plan My Move each of the military Services has a Sponsorship Program which is very helpful in providing new unit information. Sponsors can make your transition smoother. The purpose of the Sponsorship program is to:

- Provide a sense of belonging
- Ease the transition for inbound service members or civilians and their family members
- Increase productivity
- Reduce culture shock
- Help newcomers make informed decisions
- Cultivate new friendships
- Improve morale

A sponsor is someone from your new unit who is assigned to assist you settling into your new location. You can request a sponsor through your unit, or with help from the Relocation Assistance Program or the Family Center at your new installation.

Your Service will appoint your sponsor in writing. He/she will be the same or close to your rank and the same marital status, if at all possible. This person will be knowledgeable about the local community and the installation; available to assist you and your family for at least two weeks post arrival, and be someone who is positive and outgoing.

A sponsor's duties include:

- Contacting you and your family by letter of introduction or e-mail upon learning of your assignment to the installation.
- Following up with a personal phone call after contact has been made.
- Sending information about the installation/area which you may require, or putting you in touch with the resources on the web and at the installation that provide current, complete and up-to-date information such as those provide by the Relocation Program.
- Answering any questions which you or your family may have, or, again, providing the proper resources to answer those questions.
- Confirm transportation and lodging arrangements.
- Assisting with obtaining a Post Office Box for your mail.
- Meeting you and your family upon arrival.
- Accompanying you to your check in point for the unit.
- Introducing you to the Family Center and lending closet
- Providing essential service locations such as commissary, exchange, gas station, bank.
- Being available when you arrive at your installation to meet you, show you around, and help you through in-processing.

If you have not been assigned a sponsor, or have not been contacted as of yet, request one by contacting your gaining command or unit. If after contacting your new command you find difficulties in obtaining a sponsor, contact your Relocation Assistance Personnel for additional help with your move.

Service specific processes for requesting a Sponsor include:

- **Army and Defense Logistics Agency:** AR 600-8-8 outlines procedures for DA Form 5434, Sponsorship Program Counseling and Information Sheet. Sponsorship is mandatory for first term Soldiers. All Soldiers, private through colonel (excluding those completing advanced individual training (AIT) and those PCSing to long term schools) and civilian employees through grade 15 may participate in the advance arrival sponsorship program. Reactionary Sponsorship is available for individuals arriving at an installation without a sponsor. Contact the gaining unit to request a sponsor.

- **Air Force:** Gaining Unit Commander Support Staff/Military Personnel Element will assign a sponsor upon receipt of assignment notice. Assigned sponsor will then make contact with the inbound member.
- **Navy:** OPNAV INSTRUCTION 1740.3C prescribes procedures regarding Command Sponsor and Indoctrination Programs. This Program is designed to facilitate the adaptation of Sailors and their families into new working and living environments, to minimize the anxiety associated with a Permanent Change of Station (PCS) move, and afford Sailors and their families the greatest opportunity for a successful and productive tour of duty.

Command sponsor and indoctrination responsibilities begin upon receipt of PCS orders and continue until the Sailor has become an integral part of the new command and is fully cognizant of all policies, programs, services, and responsibilities available through the command. Commanding Officers shall establish a Command Indoctrination Program to include the delivery of the Navy Pride and Professionalism training per this instruction. COs should ensure all incoming personnel receive command indoctrination training within 30 days of arrival or within 3 drill weekends.

Enclosures (1) and (2) of OPNAVINST 1740.3C outline responsibilities and provide guidance for these programs. Assistance to local commands regarding the Command Sponsor Program is through the Fleet and Family Support Center (FFSC) Relocation Assistance Program staff.

- **Marine Corps:** Gaining Unit Commander will assign a sponsor on request. Overseas commands should assign a sponsor automatically, however if one is not assigned, send a request to the gaining command. A sample request form is available on our website that can be filled out and sent to the gaining command. See the following [website](#).

*Sponsors' responsibilities and abilities to be available will vary from installation to installation, depending upon the priority which the installation and unit commanders give to the program; however, the Services are making the Sponsorship program a priority as research has shown the many benefits of good sponsorship to service, family members and youth.*

### **Youth Sponsorship**

The Youth Sponsorship Program depends on the availability of youth who volunteer to become sponsors. The Youth Services topic should explain the Youth Sponsorship program at your new installation, but if it does not answer all of your questions, contact your Relocation Manager to inquire about the program and acquiring a youth sponsor.

## **Directions to Installation**

### **Directions to Forts McPherson and Gillem**

#### *Driving from the West to Fort McPherson via GA 166*

Getting to Fort McPherson is easy via Langford Parkway (GA 166). Coming from the West, the Fort McPherson exit is marked "Fort McPherson." At the end of the ramp, turn left. Turn left at the first intersection, then left again at the second intersection. The main entrance to Fort McPherson will be to your right.

#### *Driving from the East to Ft. McPherson*

Coming from the East, the exit is marked "Fort McPherson, FORSCOM, Third Army." Go straight at the traffic light at the end of the off-ramp, pass the MARTA station and go directly on to the post.

#### *Driving from the East to Ft. Gillem via I-675*

Fort Gillem is easiest to reach from I-675 when coming from the east and from Jonesboro Road when coming from the west. From Fort McPherson, Fort Gillem is about a 20-minute drive.

#### *Driving from Ft. McPherson to Ft. Gillem*

To get to Fort Gillem from Fort McPherson, take the Langford Parkway east to I-75 south, then take I-285 east to I-675. Exit at Anvil Block Road. Go right to Fort Gillem.

### **Once you Arrive at the Gate**

*Look for directional signs to enter the installation.*

You must have an ID sticker when entering either post. Individuals who need to register their automobiles or need visitors pass may pick one up at the visitor's center/vehicle registration. In order to obtain an ID sticker, you need to show your ID card, registration, proof of insurance, and valid driver's license. The visitor center/vehicle registration is immediately on the right before you go through gate the main gate.

## **Check-in Procedures**

### **Inprocessing Procedures**

All incoming military personnel assigned to either Fort McPherson or Fort Gillem on a PCS move will need to inprocess after arrival. They have the benefit of a "One-Stop Processing Center," whether they are in- or out-processing. The "one stop" is located in building 181 on Fort McPherson. This centralizes in- and out-processing, combining transportation, household goods shipment, billeting, vehicle registration, ID cards and DEERS, finance, Army Community Service and medical. Group inprocessing is held every Tuesday and Thursday. Service members will need three copies of their orders, 201 file, and leave form. A checklist will be issued with inprocessing instructions.

Normal duty hours are Monday, Tuesday, Thursday and Friday from 7:30am until 4:30pm, and Wednesday from 7:30 until 11:30am. For more information call 404-464-2240.

If arrival is after normal duty hours or on a weekend or holiday, Fort Gillem (First U.S. Army) personnel may sign in with the staff duty officer, building 101, phone 404-469-3400/3401. Soldiers assigned to Headquarters FORSCOM or the U.S. Army Garrison, Fort McPherson, may sign in with the staff duty officer, building 65, Fort McPherson, phone 404-464-2980/3602. Soldiers with assignments to other tenant units should check with their new unit of assignment for sign-in information. The Personnel Administrative Center (PAC) or the staff of the new unit of assignment will provide all newly assigned soldiers with other in-processing requirements.

The Fort McPherson and Fort Gillem Billeting Office is in building 22 on Fort McPherson, and manages on-post bachelor and transient facilities. Transient personnel may telephone 24 hours a day at 404-464-2253/3833, or DSN 312-367-2253/3833. Bona fide bachelors and key essential personnel have first priority on assignment.

### **Travel Planning**

Personnel on orders can make reservations 90 days in advance and will have priority. Reservations can be made by calling 404-464-0652 or DSN 367-0652. The fax number is 404-464-3376

### **What to do if you get Married Enroute**

If you get married before you PCS, you must inform your commander and follow the procedures exactly as you are given them. The military will not pay for travel and housing of your spouse if you do not follow proper procedures. Make sure your PCS orders states with "dependent."

When you arrived if you do not have a sponsor; a sponsor will be provided to you once you are assigned to a unit. For more information contact ACS at 404-464-4182 DSN 312-367-4182. A Newcomers' Orientation is held quarterly. All family members are encouraged to attend.

## **Relocation Assistance**

### **Programs and Services**

While moving is always stressful, your stress can be drastically reduced if you take full advantage of the information, education, and personal assistance provided to you by the Relocation Program. This is the place to find answers and get referral to other installation resources as well as assistance with in-transit emergencies. The most important thing you can do to ensure a smooth move is to start planning early using the many Relocation Assistance program services and tools available.

*Individual PCS Planning* -- Most relocation programs offer one-on-one consultation for anyone needing assistance. In particular those making their first military move, first overseas move, or those with challenging and complex situations such as special needs family members or financial problems should call the Relocation Program for an appointment.

*Military Installations and Plan My Move* -- For managing and planning your move, use these two DoD sponsored web-based relocation tools with information on over 250 installations worldwide. You can estimate expenses, find the forms necessary for housing and household goods, keep a calendar of events and take other necessary actions to ensure a successful move.

*Loan Closet* -- Basic household goods items are available to borrow while waiting for your personal property pre-departure or upon arrival. The typical items in stock include: pots and pans, dishes, silverware, irons, ironing boards, portacribs, high chairs, and infant/toddler car seats. Generally, towels and bed linens are not available, so these should be packed in your hold baggage.

*Workshops and Briefings* -- The classes offered vary from installation to installation but you can generally find classes on buying, selling and renting smart, budgeting and finance, moving with children, general moving preparation and many other moving related topics.

*Pre-departure Briefings* -- Sometimes called Smooth Move or PCS Briefings, you and your spouse will want to attend for sure. These briefings provide essential information that can prevent you from making uninformed and costly decisions before your move.

*Settling-in Services* -- These may include welcome wagon services, local area tours with childcare often provided, or basic household items to use until your goods arrive. Overseas arrival services may include introductory language classes and cultural awareness training.

*Deployment Support* -- The Family Center assists unit family readiness groups and Ombudsman programs during the entire deployment cycle. Support includes services for special needs, classes on deployment preparation, managing finances, helping children adjust, family separation, return and reunion, and information on resources available locally and on-line.

*Foreign Born Spouse Support* -- Whether your question concerns immigration and naturalization, learning the English language or how to take local transportation, the Relocation Program provides assistance, classes and referrals.

*Emergency Assistance* -- From time-to-time emergencies occur while moving, the Relocation Program office has the resources to provide emergency financial assistance and referrals.

*Transition Assistance* -- This is a mandatory program available to assist personnel and family members when they separate from the military. The Relocation Assistance office will establish your individual transition plan and refer you to all the installation and community resources necessary to complete a successful transition.

### **Installation Specific Information**

The Army Community Service (ACS) Relocation Readiness Program (RRP) office provides a newcomers' orientation for arriving personnel and their families quarterly in the ACS Training Room, building 62, at 9am. The RRP office provides premove and postmove briefings, reassignment briefings, and information on installations worldwide. Contact your relocation office as soon as you receive PCS orders. Your relocation staff can provide information on your new duty assignment.

Our Lending Closet provides essential items primarily for the PCSing family while they are awaiting the arrival of their household goods. Items provided include: pots and pans, dishes, flatware, irons, ironing boards, toasters, coffee pots, microwaves, and cots. Also available are porta-cribs, high chairs, car seats (infant and toddler), booster seats and strollers. We do not provide bed linens, blankets, pillows, or towels. Plan to bring or mail/ship these items to save unnecessary expenses.

Also, you need to contact your transportation office upon receipt of your orders. Homeowners may begin preparations to sell or rent or if you are residing in government quarters, contact your housing office. Make an inventory of possessions and valuables. Organize personal records, such as birth certificates, insurance papers, etc. Take care of necessary medical and dental appointments and request a copy of your records. If the service member is going TDY in advance of PCS, obtain a power of attorney. Take care of auto maintenance and repairs if traveling by POV. Have pets checked by the veterinarian and vaccinations/inoculations updated, and take a copy of all records. Notify schools and arrange to pick up school records. For more information in planning your move, contact your RRP Manager at your installation.

Separation procedures for the military are handled by the Transition/Retirement Services Division.

## **Emergency Assistance**

### **Planning for Emergencies**

Before you leave, make sure you hand carry all of your important documents with you, do not shipped with your household goods. Make sure you have important phone numbers with you, such as an information number for your new duty station and your sponsor's phone number.

Emergency assistance and referrals are available at:

- Army Community Information and Referral Program, 404-464-4070/2498. Hours of operation are Mon-Fri 7:30 a.m. - 4:30 p.m.
- Military One Source operated 24/7 1-800-342-9647

### **American Red Cross**

The American Red Cross (ARC) is always available to assist in emergency situations. Call toll-free: 1-877-272-7337, 24 hours a day, 365 days a year, or contact the nearest ARC chapter listed in the local phone directory.

### **Army Emergency Relief (AER)**

It is advisable to utilize the military Army Emergency Relief first, if possible. Financial assistance is usually in the form of an interest-free loan. Many local businesses offers "Check Cashing" and other such services often add fees and charges which, when repaid, may equate to extremely high interest rates.

Army Emergency Relief (AER), 404-464-2498, offers emergency financial assistance to all military personnel, active and retired and their Family members in the following categories:

- Food
- Rent
- Emergency Travel
- Utilities
- Essential Car Repair
- Funeral Expenses
- Emergency Medical
- Dental assistance

In addition, AER also provides essential needs in the event pay is not received.

#### *Eligibility*

Eligibility includes active duty military, ARNG and USAR Soldiers on continuous active duty for more than 30 days, military-dependent Family members, and surviving spouses and orphans of Soldiers who died while on active duty or after they retired.

In addition to emergency financial assistance, AER provides food vouchers as a short-term solution for families experiencing financial difficulty/inability to provide food for themselves or their Family.

### **Medical Emergency**

Beneficiaries with an emergency should either call 911.

### **Vehicle Emergency**

If you are involved in an automobile accident assess the situation and if a life is in danger, call 911. Call roadside service if you have it through your automobile insurance - check your glove box/insurance card. It is a good idea to keep a telephone book in the vehicle. If you don't have a phone book available, call information (411) for the number for a tow truck. Review weather forecasts along planned routes. Conduct periodic telephone calls to family/leaders during travel. Proper use of seat belts and child restrain seats while traveling. Take necessary survival/safety items to include

sufficient funds in case of emergencies during adverse weather conditions or vehicle breakdown.

## **Motor Vehicles**

### **Registration & Licensing Requirements**

Georgia State law requires you to have sufficient liability insurance and a valid driver's license in order to operate a vehicle. The term "vehicle" generally includes automobiles, motorcycles, vans, trailers and boats regularly parked or garaged overnight. Further, your vehicle must be properly registered. Even though you are in the Military, you may be required to register your vehicle in-state and obtain an in-state license within a few months of moving. Access complete information on insurance, driver's licensing, and where and how to register your vehicle by visiting the [State Department of Motor Vehicles](#) website.

### **State Laws**

You and your passengers must always wear seatbelts while driving, you will be ticketed and issued heavy fines if seatbelts are not secured. State law requires that all children under 5 years of age and 57" in height be properly restrained in child seats. Some states also require younger, smaller children to sit in the back seat.

Motorcycles and their operators are subject to special laws. If you own and operate a motorcycle, you must comply with those laws. Visit the State Department of Motor Vehicles website for more information.

Many States and local jurisdictions have strict laws about the use of cell phones and other digital devices while driving. Research these laws on the State Department of Motor Vehicles website. Tickets will be issued and fines assessed for violating these laws. Play it safe and always use a "hands free" device if you must use a cell phone or other PDA while driving. Hands-free devices must be used while operating a motor vehicle on ALL military installations worldwide.

### **Post Regulations**

Traffic laws are strictly enforced by radar at all times. Speed limit on the installation is 20 miles per hour unless otherwise posted.

The state of Georgia has a mandatory seat belt law for passengers in the front seat of vehicles.

Accidents -- The operator or owner of a vehicle involved in an accident will stop immediately as close to the scene as possible without obstructing traffic. All vehicle accidents must be reported to the Military Police.

Automobile Insurance -- Active duty and retired military, family members, DOD civilian employees, contractor personnel, and other affiliated persons who operate a POV on Fort McPherson are responsible for carrying and producing proof of current motor vehicle insurance.

Restricted Areas -- These areas include Forces Command (FORSCOM) Headquarters, Third U.S. Army Headquarters, and the Golf Course on Fort McPherson, and perimeter roads on Fort Gillem.

Community Police -- The Military Police routinely patrol the housing areas. If you dial "911" on either post, you will connect to the military police on that post.

Military Police is located in building 101 on Fort McPherson, phone number 404-464-2281/2282. Fort Gillem Military Police is located in building 104, phone number 404-469-5981.

### **Registering Vehicles on Post**

For access to the installations, privately owned vehicles of active duty, reserve component or retired military personnel and DoD civilian employees must be registered with the Provost Marshal Vehicle Registration section.

Vehicles may be registered at the One-Stop Processing Center, Building 181 at Fort McPherson, or at Building 104 at Fort Gillem. Visitors to Fort McPherson during times the VREG is closed can obtain a daily pass from the Military Police at the Main Gate. The Fort McPherson VREG hours are Monday, Tuesday, Thursday and Friday from 7:30 am until 4:15 pm and Wednesday from 7:30 until 11 am. Both VREG offices are closed weekends and training and federal holidays.

All privately and contractor owned vehicles belonging to civilian employees, active duty or retired military personnel must be registered with the Provost Marshal Vehicle Registration Section within 72 hours from their sign in, employment

date, or start of their contract.

Personnel must have the following documents in their possession to register their vehicle:

- Valid driver's license, with proof of ownership or a Bill of Sale. If the applicant for registration is other than the owner, he or she must have the owner's written, notarized consent to operate and register the vehicle.
- Valid ID card for active duty, retired and civilian personnel.
- Proof of valid vehicle insurance and state license plate.

Unregistered vehicles may only enter Fort McPherson at the main entrance on Hardee Avenue near the MARTA station. A visitor's pass may be issued in building 312.

For more information on vehicle registration, call 404-464-2918.

### **Registering Vehicles in Georgia**

To register your vehicle with the state of Georgia contact the vehicle registration office within the county you reside in. You will need current registration, title, and insurance papers. Georgia allows you to maintain your home state registration if you are not a resident of Georgia. If you desire to register your vehicle in Georgia, but are not a resident, you should get a tax exempt form from the legal office (Staff Judge Advocate) and the ad valorem tax will be waived.

#### *Vehicle Inspections*

All vehicles in Georgia must be inspected. Emission inspections are done annually. Inspection must be done no earlier than 30 days before your birthday. Inspection of vehicles must be completed no later than midnight on your birthday.

## **Loan Closet**

### **Items Available**

The Loan Closet stocks basic household items including: car seats for infants and toddlers, and booster seats for children up to four years of age, port-a-cribs, strollers, high chairs, irons, ironing boards, cots, and a dishes, glasses, flatware, pots/pans, utensils, toasters and more. We do not provide bed linens.

### **How to Borrow**

Our Loan Closet provides essential items primarily for the PCSing family while they are awaiting the arrival of their household goods. Active duty, reserve, National Guard, DoD civilians and retirees are eligible for use of the Loan Closet. Please present your ID card when checking out items. Everything must be returned cleaned and in good condition. Items may be checked out for up to 30 days.

## **Housing - Overview**

### **Government Housing**

As part of the Directorate of Public Works/Directorate of Logistics, the Housing Division is responsible for on-post family quarters, bachelor and transient facilities and an off-post housing referral service.

*Availability* ---At Fort McPherson there are 34 sets of general and senior officer quarters and 45 sets of field and company grade officer quarters. Senior enlisted personnel (E9) are assigned to field and company grade quarters. There are 23 sets of enlisted personnel (E1 through E8) quarters with two to three bedrooms. The average waiting time for housing is one to four months for both Fort McPherson and Fort Gillem. The quarters are duplexes built in townhouse style. Many of the quarters at Fort McPherson are listed on the National register of Historic Places. There are 112 on-post quarters on Fort McPherson and Fort Gillem combined. The limited number of available post quarters results in the majority of newcomers residing offpost, either renting or buying.

### **Non-government Housing**

*Housing Referral* -- Referral services for non-government housing is one of the functions handled by Rucker-Picerne Partners, LLC. Upon arrival visit the Military Housing Office for assistance with finding rental properties in the local community.

*DoD Automated Housing Referral Network (AHRN)*--Visit [AHRN.com](http://AHRN.com) or ask at your local housing office to learn about this DoD program that is currently available for most installations. The program allows military members and families to:

- Search listings and pictures of available rentals near military installations
- Find out about shared rentals
- List their own properties for rent to other military families
- List their homes for sale by owner (FSBO) to other military members
- Contact installation housing offices

AHRN is not currently available at all installations but the phased program is adding new installations every month. Check the AHRN [website](#) to see if your next assignment is an AHRN base and check out other features to assist you in your home search.

## **Housing - Temporary**

### **Temporary Lodging Facility**

#### **Eligibility**

The Fort McPherson and Fort Gillem lodging facilities are provided for service members, DoD civilian employees and the families of each. Reservations are confirmed for personnel traveling in temporary duty (TDY) or permanent change of station (PCS) status. All other travelers will receive lodging on a space available basis 24 hours in advance.

#### **Availability**

There are 70 guest rooms at Fort McPherson (eight in the Distinguished Visitors Quarters, 12 family apartments and 50 visiting officer and enlisted quarters), and eight guest rooms at Fort Gillem (one in the Distinguished Visitors Quarters and seven in the visiting officers quarters). The visiting officer quarters at Fort Gillem include kitchenettes.

#### **Amenities**

Each guest room is equipped with a private bath, comfortable furniture, a micro-refrigerator, a color TV with remote and cable access and a radio/alarm clock.

#### **Pets**

Pets are not allowed in lodging facilities. The lodging staff can help travelers locate local boarding facilities.

## **Housing - Government**

### **Family Housing**

*Availability* -- At Fort McPherson there are 34 units of general and senior officer quarters and 45 units of field and company grade officer quarters. Senior enlisted personnel (E9) are assigned to field and company grade quarters. There are 23 units of enlisted personnel (E1 through E8) quarters with two to three bedrooms.

The average waiting time for housing is one to four months for both Fort McPherson and Fort Gillem.

The quarters are duplexes built in townhouse style. All quarters are equipped with a stove, refrigerator, dishwasher, garbage disposal, mini-blinds and central heat and air. Quarters on Staff Row have the same amenities, except they are equipped with double ovens and cook tops. Quarters have hardwood floors and there is one storage shed per building. The average three bedroom, two-bath house size ranges from 1,214 to 1,850 square feet. Two bedroom, one bath quarters are single level with 1,104 square feet of space. Staff Row quarters range from 3,300 to more than 7,000 square feet of space. All quarters have basements.

## **Household Goods - Overview**

### **Arranging Household Goods Shipments**

As soon as you are alerted to your upcoming PCS move, you can start getting your house and family ready. Clean up and get rid of junk. Hold a yard sale or take serviceable items you no longer need to a thrift shop or donate to charity. Get important family records together in one place. You can even estimate the weight of your household goods before you visit your transportation office to set up the move. If you are going overseas, you should begin to plan what items you will take in your hold baggage, in your household goods shipment and what might need to go into storage. Remember for overseas assignments electricity is different and houses are generally much smaller and cannot handle large furniture.

Set up an appointment with your transportation office as soon as you have a copy of your PCS orders. The earlier you call or visit your transportation office, the greater your chances of moving on the date you desire. The counselors will explain all your PCS move entitlements in detail. Your first decision is whether to have the government move you or whether to move yourself. There are pros and cons to each type of move. Your counselor will answer all of your questions. If you choose a government move, they will book your shipment and let you know the exact dates the movers will come. If you choose to move yourself, the counselor can assist with recommendations and tips on how to do a personal move.

#### *Automobile*

The government may ship one Privately Owned Vehicle (POV) at their expense to your new overseas location. This is handled through your transportation office. Remember to discuss your POV needs at your initial counseling session. The shipping contractor has established a [website](#) where you can track the location of your POV through the shipping process.

#### *Shipping Pets*

Planning for shipment of your pet includes researching airline requirements and quarantine and restriction laws in your new location. You will need to ask the airlines the requirements for size, weight, number of animals, kennel construction, documentation and season of the year limitations. Occasionally, small pets can be shipped on military flights but availability and regulations are always changing as well as fees. Checking the [SDDC website](#) will provide details on shipping pets.

Many international locations have strict importation laws including extended quarantines and restrictions on breeds or types of animals that can be brought into the country. Carefully research these rules as they could impact your moving schedule. Not only do overseas locations have strict rules but many locations have restrictions on dangerous dogs as well.

### **Delivery of Household Goods Shipments**

It is your responsibility to contact the transportation office as soon as you arrive at your new duty station. Let them know how you can be contacted, phone, mobile phone and e-mail. If you already have new quarters, they will help arrange delivery of your personal property shipments. Otherwise they will arrange for temporary storage until you have permanent housing.

#### *Customer Satisfaction Survey*

Once your personal property is delivered, you'll be asked to [rate the customer service](#) you received from the movers. Make sure you take the time to do this. Your feedback will make the process better for everyone.

#### *Claims*

If you have any loss or damage to your personal property you may need to file a claim. Use the front of [DD Form 1840/1840R](#) to notify the mover of any loss or damage you find at the time of delivery. If further loss or damage is discovered after the transportation provider departs, use the reverse side of the form, DD Form 1840R. You must **file DD Form 1840/1840R within 70 days of delivery**. Completing and submitting the DD Form 1840/1840R does not constitute filing a claim. A claim is separate and distinct from these forms. Your local personal property office and claims office will give you complete instructions on where and how to file DD Form 1840/1840R and your claim.

## **Household Goods - Shipping Pets**

### **Boarding**

Remember, it is a good idea to make advanced reservations for pet boarding as soon as you know your arrival date. This is an area where your sponsor can be of assistance. Some local dog boarding facilities include:

- [Critter Sitters](#)
- [Pets Atlanta](#)
- [Unleashed](#)

### **Veterinary Treatment Facility**

The Veterinary Treatment Facility (VTF) is located in Building 105. Appointments are scheduled by calling 404-464-2911 or by visiting the facility. The cost for services is less than civilian veterinary clinic prices. Pets are seen by appointment only. Children under 12 are not permitted at appointments. Dogs and cats over four months and who belong to on-post residents must be registered with the VTF within three workdays of arrival.

### **Registration, Vaccinations**

A current rabies immunization must be presented at the time of registration. Georgia state law requires that all animals six months or older be vaccinated for rabies. It is the owner's responsibility to check with the county/city in which they reside for specific vaccination and registration requirements.

### **Quarantines**

There are no pet quarantine.

### **Pet Transportation**

Fort McPherson does not provide pet transportation.

## **Education - General Overview**

### **Public School**

Schools in the surrounding counties of Fort McPherson and Fort Gillem educate children in grades K-12. Government funded school bus transportation cannot be provided from Fort McPherson or Fort Gillem to area schools. The Atlanta Public School system provides bus transportation from Fort McPherson to schools in Fulton county. Students residing on Fort McPherson who desire to attend a school outside their county must provide their own transportation. Clayton County Board of Education provides bus transportation for all students residing at Fort Gillem who attend Clayton county schools.

The Atlanta Public Schools only cover the five county area around Fort McPherson. Metropolitan Atlanta is surrounded by 10 counties; it would be impossible to list all schools in the 15 counties. Information is listed for the nearest 8 counties: Cobb, Clayton, Coweta, DeKalb, Douglas, Fayette, Fulton and Henry. Contact the Board of Education within the county you reside for school listings and phone numbers. For the accreditation rating of a school the reference source is the Georgia Accrediting Commission (GAC). On the internet, their web site publishes the standards set for each school, preK -12, and the school's level of achievement. You can find their web site by typing in the initials GAC on Yahoo or another search engine. Also, the executive director can be reached by telephone at 706-353-7090.

### *School Registration Information*

To enroll your child in public school, contact the office of the school superintendent in the county or city school system where your child will attend. Georgia law requires that a child be five years old by September 1 to begin kindergarten and six years old by September 1 to enroll in first grade.

Documents needed to register students of all ages are:

- 1) An official birth certificate.
- 2) A certificate of immunization. Immunizations are required for measles, rubella, tetanus, diphtheria, polio, mumps, whooping cough, and hepatitis B. And new this year, the Chicken Pox vaccine or proof of illness. The Chicken Pox rule applies to children attending daycare or kindergarten for the first time or transferring to any grade for the first time. Children who have already been attending a Georgia school are exempt. Georgia DHR Form 3231 is acceptable for students in Pre-K programs; the Georgia DHR Form 3032, Certificate of Immunization, must be used for students in grades K-12. A local health department computer-generated form is acceptable. For entrance into the sixth grade, each student must have at least one additional dose of MMR vaccine. Georgia DHR Form 3189 is acceptable for showing this additional information. Records from other states must be transferred to Georgia DHR Form 3231 and completed by the health department or private doctor.
- 3) Certificates of ear, eye and dental screening is required for all students entering a Georgia school for the first time. This must be recorded on Georgia DHR Form 3300.
- 4) Proof of residency. Acceptable forms include a deed or lease, combined with a utility bill with the same address.
- 5) Proof of custody if the primary guardian is not the birth parent.
- 6) Student's social security number (waivers allowed with parental consent).
- 7) School transcripts. If possible, students are also requested to bring the most recent report card, withdrawal form or transcripts from their previous school.

All forms are available through licensed Georgia physicians or the county health department.

As stated, Georgia schools require each child to have certification of screening for eye, ear, dental and immunization status. However, these screenings are only a certification that no eye, ear, dental or immunization problems exist that would interfere with a child's ability to learn. If a problem is determined, it can be brought to the attention of a parent with the recommendation to seek care. Parents can request specific appointments for these screenings at the Lawrence Joel Health Clinic on Ft. McPherson at 404-464-2778.

The clinic staff also schedules open periods for school screening and sports physical appointments, usually set for late summer, before school begins. Designated times will be publicized in the weekly post newspaper, the Sentinel.

### *Magnet Programs*

Some students may be eligible to attend one of the Atlanta School System "Magnet" programs. Each school, different in

career emphasis, offers students the opportunity to combine basic academics with specialized career courses such as the Math and Science program at Benjamin Mays High School and the Performing Arts program at North Atlanta High School. For additional information on Magnet schools call the Garrison School Liaison Office, bldg 65, at 404-464-3192 or DSN 312-367-3192.

#### *Graduation Requirements*

Graduation requirements are based on 315 semester hours, or 21 Carnegie units, for high school. The grading system is based on A-F with state-mandated 70 as a passing grade.

#### *The Scholastic Aptitude Test (SAT)*

One of two national tests used by colleges in selecting students for college admission. The SAT purports to measure developed verbal and math reasoning abilities. It is a 2-1/2 hour multiple choice test. Scores are intended to supplement high school records in accessing readiness for college. Scores can range from 200-800 on both the verbal and math sections of the test for a total score ranging from 400-1600.

It is important to know the percentage of students taking the SAT in each system. Generally, the higher the percentage of test takers, the lower the average score tends to be.

#### SAT Scores

SAT Verbal Math Total

Georgia 491 498 980

National 506 514 1020

#### *Activities*

Activities in high schools include: football, basketball, baseball, softball, track, tennis, golf, soccer, volleyball, band, choir, junior ROTC, and scholastic and vocational clubs.

#### **Private School**

There are plenty of good private schools available in the local communities. The majority of the private schools have a religious affiliation or relationship. Contact the Board of Education within the county you reside for listings and phone numbers.

## **Education - Training (College/Technical)**

### **Installation Education Center**

The Fort McPherson Education Center is the focal point of all educational activities conducted on Fort McPherson. The Army Continuing Education System's (ACES) mission is to provide quality education opportunities to support the total Army goals, to enhance the quality of life within the military community, and to offer individualized learning opportunities through career development and other voluntary educational programs.

The following programs are available on post: Academic Learning Center, Army Apprenticeship Program, Army Correspondence Program, Army/American Council on Education Registry Transcript System, Functional Academic Skills Training, English as a Second Language (ESL), Civilian Correspondence Program and Testing.

The Academic Learning Center provides a unique resource for independent self-paced learning. An academic coordinator is present to choose appropriate curriculum and assist students. Books, pencil and paper assignments, videos, and Cybis terminal are the primary resources used.

The ACT-PEP, CLEP, DSST, CMAT, GRE, NTE, SAT, TABE, interest inventories and certification exams are some of the tests administered through the testing program. Information about eligibility should be requested from the Education Center.

### **College**

On-post colleges include Georgia Military College (GMC), Saint Leo University (SLU) and Central Michigan University (CMU). GMC offers associate degrees in business administration, criminal justice, education and general studies. Degrees at SLU include a Bachelor of Arts degree in Liberal Arts with concentrations in sociology, business administration, criminology and human resource administration and a Bachelor of Science degree in computer information systems. At the graduate level, a Master of Science degree in administration can be earned at CMU. Classes are held during off-duty hours. GMC and SLU have five terms per year. CMU schedules classes on a weekend format, with classes meeting on alternating weekends.

Servicemembers Opportunity College (SOC) degree programs promote a systematic, flexible opportunity for mobile military students to complete college degrees. Distance learning degree programs provide yet another alternative means of earning a college degree. External degree programs provide an alternative and non-traditional means of earning college degrees. Tuition assistance and VA benefits can be used according to appropriate eligibility.

## **Library**

**Army General Libraries - something for everyone!** From art and photographic exhibits...to community related programs, Army libraries have something for everyone. Connect to the world via the Internet. Prepare projects/presentations using office software. Search the library's electronic catalog. Log into Army Knowledge Online from home, office, or library to access full-text databases, magazines, newspapers, ebooks and audio books 24/7 anywhere, anytime. Look for jobs and colleges on-line, take college prep tests and CLEP tests on-line. Research academic and military subjects on-line. Plug into eArmyU throughout your library. Attend a popular programming event for fun and intellectual stimulation. Escape through fiction, keep up with current affairs, find military professional reading material, explore your hobby, find a quiet nook to study or to dream, encourage reading in your young child---whether a singular experience or a family affair, it all adds up to a life enriching experience. Evening and weekend hours accommodate your busy schedule at 71 main libraries and 21 branches world-wide.

### **Military OneSource On-Line Library**

Our mobile military members often don't have the resources of a brick and mortar library on hand to provide entertainment, learning or solace. The Online Library provides those resources while the members are in transit or deployed. One-stop shopping for all library resources in print, electronic and downloadable format are available online, 24/7. The library provides recreation, lifelong learning, reference, and career resources for all ages and interests. **All resources including audio and eBooks are free. Resources are available anywhere in the world where there is access to the internet.**

[Military OneSource On-Line Library](#) provides 24/7 access to library materials that include:

- Ability to download free books from thousands of fiction and non-fiction titles, including animated children's books, or request a free paperback or digital Playaway book from Military OneSource.
- Access to data bases to pursue education, research careers, fix cars or home appliances, maintain or remodel apartments or homes, and more.

## **Education - Local Schools**

Choosing the right school for their children is a priority for military families. This article describes excellent resources for your use in planning for your child's educational needs. Parents can find current information about public, charter and private schools by using the tools below:

### **1. How do I choose a good school?**

[Choosing a School for Your Child](#) is a U.S. Department of Education publication that will help families identify what is important in selecting a school.

[The School Visit: What to Look For, What to Ask](#) Whether you are choosing a school for the first time, or because you are in transition, this site will provide you with information about what to do and what to ask.

### **2. What schools are in my area (or in the area where I may move), and how good are they?**

Several high quality commercial tools are available to assist in making decisions about which school to choose for your child. Listed below are these website tools along with information on how you access the information and what type of information each site provides.

Both [Great Schools](#) and [School Matters](#) provide a wealth of information for parents:

- School contact information
- Distance from zip code (provide the installation zip code, or the zip code of the area where you will be living)
- Public, private or charter school designation
- Student/teacher ratios
- Free and reduced school lunch program (an estimate of economic disadvantage)
- Great Schools provides a rating of schools and a parent comment section
- Percentage of students meeting or exceeding the state standards in math, reading and language arts
- Teachers - average number of years teaching experience, % of first year teachers on the staff
- Students: Average percentage of students absent from school for more than 15 days
- Ethnic breakdown and percent of students with English as a second language
- School Matters provides college prep scores (PSAT, SAT, ACT test scores)-for high schools only
- Great Schools also provides parents the ability to rate the schools and make comments on the schools.

For both sites, the user must enter the State and zip code to find schools in the area.

SchoolQuest was developed by the [Military Child Education Coalition](#) to help military families select schools. SchoolQuest also offers an Online Library that provides resources for families in transition. At this time, the SchoolQuest data base covers 99 military installations. The Military Child Education Coalition also provides a [data base of information](#) on each State's educational system.

[The School Report Tool](#) is available from Military OneSource that list names and locations of public, public charter, private, virtual and home schooling choices around major installations. [Charter Schools](#) are nonsectarian public schools of choice that operate with freedom from many of the regulations that apply to traditional public schools. Use this site to find one in your area.

### **3. How can I help plan for a successful transition in this new school and for my child's school career?**

Parents often want to know about the availability of extra curricular activities and sports, or the availability of advanced classes. For these questions, it is best to contact the schools directly. It is important to ask the right questions. The following resources can help with these questions and others.

The [Toolkit for Parents](#) was developed by the Department of Defense, especially for Military Families. This 85 page booklet walks parents through preparing for the move and the first two weeks of school....what to ask, what to take, etc..

The [Military Impacted Association](#) has [checklists](#) available for military kids who are leaving or entering a new school.

The Military Child Education Coalition has a [checklist for transferring students](#) that will be helpful. Additionally, through [SchoolQuest](#), MCEC provides parents with the ability to develop a profile for each of their children, which then will provide them with a report on issues related to transferring to a new school district.

#### **4. Question? What happens if I need help during the school year?**

During the school year, there are always questions that parents have, such as "What is the best way to help with homework?" or "What if my child needs to see a counselor because my spouse is deployed?" Military OneSource helps with these questions and has 24/7 access. You can call them at 1-800-342-9647, connect to them at the website [Military OneSource](#), or [e-mail a consultant](#).

## **Education - Local Schools/Overseas**

### **Overseas Schools -- What You Should Know**

Moving your family from one installation to another in the U.S. can be challenging enough; but moving your family overseas presents an even more complex situation. One of the most important challenges can be summed up by this question, "Where are my children going to go to school?"

This article will provide resources to help guide military families through the many questions and decisions regarding local schools abroad.

#### **Where do I start?**

Start with the information on your new installation. Visit [Plan My Move](#) and review the installation's Education - Overview article. All of the overseas installations have dedicated a portion of the Education Overview to discussing the education options available in the local community as well as the DoD schools located on the installation, if available. Most installations overseas that allow accompanied family travel have one or more DoD schools.

#### **What is the difference between a DoD school and an international or national school?**

[DoDEA](#) is the Department of Defense Education Activity. DoDEA operates DoD schools in 12 foreign countries, Guam and Puerto Rico. All DoDEA schools are fully accredited by U.S. accreditation agencies and maintain high academic standards with well rounded educational programs.

In addition to DoDEA, the [U.S. Department of State's Office of Overseas Schools](#) mission is to promote quality educational opportunities for dependents of American citizens overseas at the elementary and secondary level. If a DoD school is not available on your installation there may be a school in the local community that is an American-Sponsored Elementary and Secondary School.

International schools are English-language schools whereas National schools are schools where courses are taught in the native language. The curriculum and grading system of an International school tends to be similar to the traditional American education system. This is a consideration if your family will be returning to the U.S. prior to your child or children graduating high school. Remember, when choosing a school it is best to try to match the school with your child's needs and expectations.

#### **Where can I find a list of International schools in the country where my family is moving?**

The Internet can be an excellent resource for finding International Schools overseas. You can find a complete directory of overseas schools on the [International Schools Services' website](#).

In addition, the [World Wide Schools](#) website is an excellent resource. From the homepage you can select the country. Once you have done this, a list of schools will appear and you can then choose which one you are interested in researching. All of the information appearing on this website is provided by the schools directly. Some of the information you may find on a school includes: a background summary about the school, the school's address, phone number, website, and even the email address of the director of the school. This information should be explored so that you can make comparisons with other International schools in the area to determine the best place for your child/children.

#### **How do I decide what school is best for my child?**

This process is much the same as it would be in the U.S. You may not have as many choices but it is important to make a list of possible schools and then begin to ask around. This is a daunting task since it is likely that there will be a language barrier. However, talk to the Relocation Personnel in the Family Center and your sponsor at your new installation who may be able to put you in touch other families with children around the same age as your child/children. Always contact the school directly and ask for references.

Once you have narrowed down your options, interview the school or schools directly. This is best done in person, if possible. Ask about: attendance, atmosphere, curriculum; grading system, tuition, accreditations, the staff and administration; as well as other practical details such as, does the school provide meals, what types of extra curricular programs are available, is there transportation, holidays and schedule, sports programs, before and after school care programs, and how is the facility maintained.

**Now that I have chosen a school, how do I successfully facilitate the transition for my child?**

A successful transition should be a priority during planning the move and once the move has been completed. The more knowledge you provide your child with, the more confident he/she will feel once he/she arrives at the new school. Allow your child to be a part of the decision making process, if he/she is old enough, and take his/her opinions into account.

[MilitaryStudent.org](http://MilitaryStudent.org) provides several valuable tools to facilitate the transition process. Although many of these tools are not geared specifically to an international move the resources provided do apply to any military student transitioning to a new school in the U.S. or overseas.

## **Employment - Overview**

### **Civilian Personnel Advisory Center**

The Civilian Personnel Advisory Center (CPAC) provides advisory services related to labor relations, management employee relations, employee benefits, and recruitment and position management/classification.

### **Employment Readiness Program**

The Employment Readiness Program at Army Community Service, maintains a job bank of employment opportunities in the Atlanta area. Family members can also receive assistance with resume and application preparation as well as career counseling. Computers, typewriters, fax machine and Internet access are available for use in updating resumes, preparing cover letters, and contacting future employers. Office equipment uses Microsoft Office programs as well as Form Flow for government SF-171/612. Employment Readiness works closely with both installation and community agencies to maintain current information in public and private sector employment.

Family members who are unable to find immediate employment, explore career opportunities, or wish to develop certain skills such as computer proficiency are encouraged to volunteer with one of the many installation agencies who utilize volunteers, i.e., Army Community Service, American Red Cross, Army Family Team Building, Library, etc.

Contact Employment Readiness Program Manager, as soon as you receive orders to Fort McPherson/Fort Gillem or soon after you arrive in the area.

### **Employment Documentation**

For job search purposes, be sure to hand carry the following items: all employment records and information, resumes, college transcripts, certificates, licenses, SF 171, OF 612 and SF-50 if applicable.

### **Army Career and Alumni Program**

As a civilian contractor working on 53 Army installations worldwide, the Army Career and Alumni Program (ACAP) has a good understanding of the military and the transition process. ACAP serves soldiers, their family members and civilian employees. Services, including career counseling and resume assistance, workshops and one-on-one counseling sessions designed to aid soldiers and civilians in career choices, are available up to two years before, for soldiers planning to retire and up to one year before, for soldiers planning to separate. For Army retirees only, they and their authorized family members can utilize ACAP for LIFE on a space-available basis. All other military personnel, DA civilian employees and non-appropriated fund personnel can use ACAP for 180 days past their separation date.

## **New Parent Support Program**

### **General Program Description**

The Army New Parent Support Program (NPSP) provides intensive home visiting services to eligible Families with children prenatal to 3 years old whether they live on or off the installation. Activities and services provided include information and referral to military and civilian programs that support parents of infants and young children, such as parenting programs, respite care for children, and supervised play time for children. All activities and services provided through NPSP are voluntary and non-stigmatizing and emphasize the parents' strengths.

Goals of the Army NPSP are:

1. Contribute to mission readiness.
2. Support Family member adaptation to military life.
3. Enhance the knowledge and skills Family members need to form healthy relationships and provide safe, nurturing environments for children to prevent Family violence.
4. Foster a supportive military community for young military Families.

### **Staff Qualifications**

NPSP Home Visitor staff consists of Licensed Clinical Social Workers and Registered Nurses. All personnel will possess the knowledge, skills, and abilities necessary for their professional certification/licensure and positions. Local installation or State background checks, including Army Central Registry checks, will be completed on all personnel who provide services to parents and their children and will be updated annually.

### **Eligibility Requirements**

Families may be self-referred or referred by other agencies such as health care providers, chaplains, social service staff, command, or Family Advocacy Program (FAP) staff.

### **How to Enroll**

Interested families may contact the local Army Community Service (ACS) office, or their health care provider, for further information in the New Parent Support Program.

### **Installation Specific Information**

New Parent Support Program provides supportive and caring services to military families with children birth up to three years of age. Through a variety of voluntary programs, classes and groups the New Parent Support Program helps families cope with stress, isolation, post deployment reunions and the everyday demands of parenthood. For more information, please call 404-464-3335.

## **Child Care**

### **Child Development Center (CDC)**

The Fort McPherson Child Development Center (CDC), Building 514, is nationally accredited by the National Academy of Early Childhood Programs. Its primary goal is to provide educational learning experiences and varied opportunities that promote the child's physical, social and intellectual growth. Daily meals are served to include breakfast, lunch and a snack supplement, and are served according to USDA guidelines. For more information on the CDC, please visit the childcare center or call 404-464-3945/2759.

#### *Hours of Operation*

The CDC is open 6:00 a.m. until 6:00 p.m. Monday through Friday. The center is closed on weekends and federal holidays.

#### *Eligibility*

The following sponsors are eligible for child care services: active duty, retired military, military reserve and national guard on active duty. DoD civilian employees at Fort McPherson, Fort Gillem or other areas under the command of the garrison are eligible as well.

Children must have a current shot record and be at least six weeks old, but not older than 12 years of age.

*Programs Offered* -- Programs offered by the CDC include:

- Full-day care offers a complete developmental program to promote the fundamental needs and growth of each child.
- Pre-school program offers a planned curriculum with emphasis on preparedness for kindergarten.
- Hourly care is offered, as space is available. Reservations must be made in advance and can be made 2 weeks in advance.

#### *Costs*

Fees for child care are based on total family income and figured on a sliding scale. Following is a breakdown of fees:

Category	Annual Salary	Monthly Fees
I	\$0 - \$28,000	\$196
II	\$28,001 - \$34,000	\$304
III	\$34,001 - \$44,000	\$366
IV	\$44,001 - \$55,000	\$428
V	\$55,001 - \$70,000	\$486
VI	\$70,000 plus	\$518

The hourly care rate is \$4 per hour for the first child.

#### *Respite Care*

Respite Care is available for children with special needs. Please contact the Exceptional Family Member Program at 404-464-2248.

## **Youth Services**

### **Youth Services**

There are limited child and teen services on both Fort McPherson and Fort Gillem.

*Youth Employment* --There is a summer youth work program and also a jobs after school program that assists youth in finding employment after school.

Teen night is held the second Friday of the month from 6-10 pm.

## **Family Center**

### **Programs and Services**

A key resource on your installation and a gateway to accessing all of the resources available to you, the Army Community Service provides information, support and services to help you balance the demands of family and the military lifestyle. The Army Community Services is one part of the overall installation family support system, which is the network of agencies, programs, services, partnerships and individuals that supports your personal and family life readiness, mobilization and deployment readiness, and mobility and economic readiness. The Army Community Service should be one of your first stops upon arriving at an installation; its programs and services will be an important resource for you and your family.

*Deployment Readiness* -- Assists you during all phases of the deployment cycle. We provide programs and services to individual soldiers, civilians, and family members throughout the deployment process. We educate you on what to expect and the best ways to prepare.

*Relocation Readiness* -- Provides information, referral, resources and tools to help you with permanent change of station (PCS) moves and post-move orientations. We maintain a loan closet from which families may borrow basic household goods. We also assist you with in-transit emergencies by providing classes on move-related topics such as buying or selling homes and individual PCS planning, among others. We serve as liaison to citizenship, immigration, and multicultural diversity information, and provide outreach to waiting families.

*Personal Financial Readiness* -- A program to assist you in sustaining financial self-sufficiency. You can learn more about debt liquidation, thrift savings plans, consumer and credit issues, and predatory lending.

*Employment Readiness* -- The training and information provided can help you identify and reach your employment and career development goals, manage the challenges associated with a mobile lifestyle and develop job search skills. Assists you in acquiring skills, networks, and resources that will allow you to participate in the work force and to develop a career/work plan.

*Family Life Education* -- Provides you with information and education about a variety of life cycle issues, including parenting and relationships, among others, to help you strengthen your relationships.

*Information and Referral* -- An integral function of the family center, information and referral services can assist you in locating needed services and programs available on your installation, through civilian agencies in the local community, and connect to national resources.

Army Community Service may also provide other services, such as counseling, family advocacy, fitness and recreation programs and Exceptional Family Member support. Services vary by location.

## **Financial Assistance**

### **Cost of Living**

Atlanta is a high cost of living area. Soldiers and their families are often surprised by the initial outlay of dollars required to become established in the community.

Area rental agencies usually require a deposit equal to one month's rent, plus the first month's rent up front. Make sure your lease includes a military clause for breaking the lease when you PCS. A military clause will not allow you to break a lease for moving into government quarters. Before you sign a lease, be sure to inquire about the utility bills by calling those services and getting the previous renter's average and know which utility bills you are required to pay.

### *Car Insurance Minimum State Insurance Requirements*

Georgia uses a Tort system that requires that one party must be found to be at fault for causing an accident, and that person and their insurance company becomes responsible for all the damages incurred in the accident. The specifics of Tort law in your state may vary from others, and your state insurance regulator is the best source of information. Links to all state insurance regulators may be found here at [insuranceusa.com](http://insuranceusa.com) to provide you with the information you need. The law in Georgia requires at least Bodily Injury Liability coverage of \$25,000 per injured person up to a total of \$50,000 per accident, and Property Damage Liability coverage with a minimum limit of \$25,000. You will find this referred to as 25/50/25 coverage.

### **ACS Financial Readiness Program**

If you are having trouble managing your finances, The Financial Readiness Program will assist you. Individual budget counseling is provided to teach Soldiers how to increase their monthly cash flow. Check Writing and Money Management Classes are provided to educate Soldiers and their Families about savings and investment options to create future financial freedom.

If you need financial assistance for rent, food, utilities, vehicle insurance, and unexpected vehicle repair, contact the Financial Readiness Program at 404-464-2498.

### **Dislocation Allowance (DLA)**

DLA is paid to cover the expense of physically relocating your family members and or household. DLA is based on member being with or without dependents and based upon a soldier pay grade. This can be advanced at your current duty station 100% or reimburse at your next duty station.

You must request DLA from the PCS Finance Office. If you don't ask for it, you're not going to get it. The dislocation allowance is not an advanced from your basic pay or a loan. It's money given to service member making a permanent change of station move.

### **Advanced Pay**

Do not request advance pay from basic pay. This is a loan and you will pay the money back. Advanced pay repayment will be automatically withdrawn from your monthly pay. This will reduced your monthly income.

## Legal Assistance

### **Legal Services**

The Fort McPherson Judge Advocates Office provides support to the Fort McPherson commands and tenet activities service members (active and retired) and family members in several areas to include Trial Defense, Administrative Law, Personal Property Claims, Legal Assistance, Tax Preparation and Immigration & Naturalization issues.

Legal Assistance handles or is involved in a number of issues to include:

- Support (Child or Spouse)
- Powers of attorney
- Leases
- Affidavits
- Name changes
- Consumer affairs
- Civil suits
- Domestic relations and family law
- Immigration and naturalization
- Wills and estates
- Tax assistance
- Local court procedures

### **Claims Services**

Claims are processed under the provisions of Army Regulation (AR) 27-20 and Department of the Army Pamphlet (DA Pam) 27-162. Not all claims are payable. It is the Claimant's responsibility to properly complete the required forms and to provide documentation substantiating their claim. In order to file a claim, the following documents must be provided:

- DD Form 1842 Claim for Loss of or Damage to Personal Property Incident to Service
- DD Form 1844 List of Property and Claims Analysis Chart
- DD Form 788. The form provided to the owner of the vehicle or his/her agent when the vehicle is delivered. (Damage claimed must be noted and verified by the carrier on the reverse side in order for the damage to be payable)
- Orders -- Copy of your orders authorizing the shipment of the vehicle
- Power of Attorney -- For anyone not a proper party claimant, a power of attorney is required to file a claim on behalf of the proper claimant.
- Estimates of Repair -- Two written estimates of repair from different firms, which must describe the damage and necessary repair work in detail (must be itemized). (If we determine that additional estimates are needed, we will inform you).
- Insurance Affidavit -- Affirms that you have made and settled a claim with your insurance company as required or that no insurance existed which may cover your loss.
- Insurance Documents -- Copy of the insurance policy in effect at the time of the incident indicating coverage as well as the final settlement with your insurance company. (This includes a copy of any estimate done by the insurance company in determining settlement).
- Proof of Vehicle Ownership -- Showing ownership of vehicle at time of incident (copy of registration or title).
- Vehicle Inspection Sheet. Your vehicle must be inspected by personnel from the Claims Office before your claim is adjudicated. Repair of your vehicle without the approval of, or prior inspection by, the Claims Office may result in denial of your claim. Statute of Limitations. In accordance with (IAW) AR 27-20, Chapter 11 and DA Pam 27-162, Chapter 2: The claim must be submitted within the two-year statute of limitations. The two-year period begins at date of incident. This two year time period is not waivable.

Claims Payable: Per AR 27-20, para. 11-5e(2), claims for damage arising as a result of mechanical or structural failure of the vehicle during shipment are not payable. For more information contact the Claims Office at 404-464-2153.

## **Deployment Support**

### **Family Deployment Support**

Deployment and Mobilization Assistance helps Soldiers and their Families manage separations before, during and after they occur. The Mobilization/Deployment Program is devoted to supporting Soldier and their Families during deployment.

The Mobilization/Deployment Program provides many Pre-Deployment Briefings to assist Soldiers and Families in preparing for both. Classes are offered to provide commanders, leaders and Family Members with information on how to set up and maintain a strong FRG, along with training for the unit's point of contacts, treasurers and newsletter editors. Training is also provided for Rear Detachment Commanders.

We also offer the coordination of pre-deployment, deployment, and reintegration/reunion training. Topics cover an array of subjects to include but not limited to:

- Communication
- Finances
- Media relations
- Intimacy
- Legal
- Medical

For more information, please call 404-464-4070.

## **Health Care - Overview**

### **Moving With TRICARE**

Your [TRICARE](#) coverage is completely portable—meaning it moves with you. You're covered worldwide—both in transit to your new duty location and once you arrive—but depending on where you go you may use a different TRICARE health plan option. Additionally, you may have different steps depending on which health plan option you are using now.

#### *When Enrolled in a TRICARE Prime Option*

The TRICARE Prime options include TRICARE Prime and TRICARE Prime Remote in the United States, and TRICARE Prime Overseas and TRICARE Global Remote Overseas in regions outside of the United States. Follow these simple steps to ensure you have no break in coverage when you move.

1. Do not disenroll from your TRICARE Prime option before you move.
2. Once you arrive at your new location, update your personal information in the [Defense Enrollment Eligibility Reporting System \(DEERS\)](#) immediately.
3. Select a new primary care manager (PCM), when moving within the same region or submit a new Prime enrollment form within 30 days if you're moving to a new region.

Where you are moving will determine which Prime option you will enroll in.

### **Prime Options in the United States**

#### *TRICARE Prime*

TRICARE Prime is offered in Prime service areas—geographic areas typically located around a military treatment facility—throughout the country.

- North Region [Health Net Federal Services, Inc.](#), 1-877-TRICARE (1-877-874 2273)
- South Region [Humana Military Healthcare Services, Inc.](#) 1-800444-5445
- West Region [TriWest Healthcare Alliance](#) 1-888-TRIWEST (1-888-874-9378)

If you move to a new Prime service area, transfer your enrollment by submitting a TRICARE Prime Enrollment and PCM Change Form to your regional contractor. Be sure to include all family members who wish to use Prime on the form.

#### *TRICARE Prime Remote*

In non-Prime service areas, TRICARE offers TRICARE Prime Remote. To enroll, submit a TRICARE Prime Enrollment and PCM Change Form to your regional contractor. Any TRICARE-eligible family members living with you in a TRICARE Prime Remote area can enroll in TRICARE Prime Remote for Active Duty Family Members. Be sure to include them on the enrollment form.

### **Prime Options Outside of the United States**

#### *TRICARE Prime Overseas*

TRICARE Prime Overseas is offered in overseas areas where there are military treatment facilities or areas in which TRICARE has established a network of qualified host nation providers.

- TRICARE Europe Toll free: 1-888-777-8343; Commercial 011-49-6302-67-7432; DSN 314-496-7432 Fax Numbers: Commercial 011-49-6302-67-6374; DSN 314-496-6374 or [e-mail](#)
- TRICARE Pacific Toll free: 1-888-777-8343; Commercial 011-81-6117-43-2036; DSN: 643-2036; Remote Sites: 011-65-6-338-9277 Fax Numbers: Commercial 011-81-611-743-2037; DSN: 643-2037 or [e-mail](#)
- TRICARE Latin America & Canada (TLAC) Address: TAO-LAC, Bldg 38802, Ft Gordon GA 30905-5650; Toll free 1-888-777-8343; 1-706-787-2424; DSN: 773-2424 Fax Number 1-706-787-3024 or [e-mail](#)

If you move to an area in which TRICARE Prime Overseas is offered, transfer your enrollment by submitting a TRICARE Prime Enrollment Form to the nearest TRICARE Service Center. Command-sponsored family members who reside with you are eligible for TRICARE Prime Overseas. Be sure to include all family members who wish to use TRICARE Prime Overseas on the form.

#### *TRICARE Global Remote Overseas*

TRICARE Global Remote Overseas is a Prime option offered in designated remote overseas locations. If you move to an area in which TRICARE Global Remote Overseas is offered, you and any authorized family members living with you may enroll by submitting a TRICARE Prime Enrollment Form to the nearest TRICARE Service Center.

Before you move to another overseas area or to an area within the United States, contact the nearest TRICARE Service Center. Then, when you arrive in your new area, transfer your enrollment.

#### **When Using TRICARE Standard and Extra**

TRICARE Standard and Extra are available to family members only. Active duty service members are required to enroll in one of the Prime options described above.

TRICARE Standard and Extra are available throughout the United States and enrollment is not required. Any active duty family member who is registered in DEERS may use these programs by seeing any network or non-network providers that are authorized by TRICARE. In areas outside of the United States, active duty family members who don't want to use a Prime option may use TRICARE Standard Overseas by seeing qualified host nation provider.

If you're already using TRICARE Standard and Extra, moving is easy.

1. Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
2. Then, find TRICARE-authorized providers in your new area.

Here are a few things to remember about using TRICARE Standard and Extra in a new region

- In the U.S.: Visit your new regional contractor's Web site for a list of providers. Remember, if you see network providers, you'll be using the Extra option and pay lower copayments.
- Outside of the U.S.: Contact your TRICARE Service Center for help locating a qualified host nation provider. The TRICARE Extra option is not available in overseas areas.
- If you move to a new region, you'll have a new claims address for submitting your TRICARE claims.
- Learn your new region's prior authorization requirements because these requirements can differ by region.

#### **When Using TRICARE For Life**

TRICARE For Life—TRICARE's coverage for those who are eligible for Medicare—requires no enrollment and you'll have a smooth transition when you move. [TRICARE for Life](#) contact information: WPS TRICARE For Life, P.O. Box 7889, Madison, WI 53707-7889; 1-866-773-0404; TDD 1-866-773-0405

- Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
- Find Medicare providers in your new area.

If you move overseas, your TRICARE For Life coverage may change depending on where you move. In U.S. Territories such as Guam, Puerto Rico and the U.S. Virgin Islands, TRICARE For Life coverage works the same as the stateside program. But, in all other overseas locations, TRICARE For Life Overseas works differently because Medicare does not provide coverage in most overseas locations. Therefore, TRICARE is the primary payer. You can get care from any host nation provider and you will be responsible for TRICARE deductibles and cost shares.

Contact the TRICARE Area Office for the overseas area where you are moving or the nearest American Embassy Health Unit for assistance finding a host nation provider.

### **Getting Care Along the Way**

- Routine Medical and Dental Care—Get it before you go.

Before you move, make sure you've received any routine medical or dental care you think you might need during the time you'll be traveling. Or, delay the care until you get to your new duty location.

- Emergency Care in the United States—Call 911 or go to the nearest emergency room.

TRICARE defines emergency care as medical services provided for a sudden or unexpected medical or psychiatric condition, or the sudden worsening of a chronic (ongoing) condition that is threatening to life, limb, or sight and needs immediate medical treatment, or which has painful symptoms that need immediate relief to stop suffering. If you're traveling near a military treatment facility (MTF), you should go to the MTF or military dental treatment facility for emergency services. If you are hospitalized in a civilian facility for more than 24 hours, contact your regional contractor

- Urgent care in the United States—Coordinate with your PCM and/or regional contractor

TRICARE defines urgent care as medical care for a condition that will not result in disability or death if not treated immediately but should be treated within 24 hours to avoid further complications. If you are in a Prime program, you must coordinate urgent care with your primary care manager and/or regional contractor before receiving care. If you are in TRICARE Standard and Extra or TRICARE For Life, you can receive care as you normally would. You should, however, contact your contractor as soon as possible to coordinate any prior authorizations that are needed.

- Emergency or Urgent care Overseas—Contact closest TRICARE Area Office or TRICARE Global Remote Call Center.

You don't need prior authorization for emergency or urgent care but the TRICARE Area Office or TRICARE Global Remote Call Center will help you find the best care available in the overseas area in which you are traveling.

### **Filling Prescriptions on the Road**

You should have all your prescriptions filled before you leave, but if you need a prescription filled while you're traveling in the United States, you have several options:

- If near an MTF, fill the prescription at the MTF pharmacy.
- Find the closest TRICARE network pharmacy.
- If a network pharmacy is not available, you can visit a non-network pharmacy. In this case, you may have to pay up front for your medications and file a claim with Express Scripts, Inc., for reimbursement. For more details, visit the [TRICARE web site](#)
- The mail-order option is not recommended for a prescription you need right away, but if you'll be traveling for a long time, you can arrange for any regular prescriptions to be filled via the mail-order pharmacy.

Your pharmacy coverage is limited overseas:

- TRICARE network pharmacies are only located in the United States, Puerto Rico, Guam and the U.S. Virgin Islands. You can have prescriptions filled at host-nation pharmacies, if necessary. Host-nation pharmacies are treated the same as non-network pharmacies. If you have prescriptions filled at a host-nation pharmacy, you should expect to pay for the total amount up front and file a claim with Wisconsin Physicians Service for partial reimbursement. To learn more about pharmacy claims, visit the [TRICARE web site](#).
- To use the mail-order pharmacy overseas, the prescription must be from a U.S. licensed provider and you must have an APO or FPO address.

**If You Have Questions**

Your regional contractors and TRICARE Area Offices are available to answer your questions. These offices are listed above. Find even more information about moving, updating DEERS, the TRICARE regions and much more at the [TRICARE web site](#).

**Installation Specific Information***Medical Care*

The Lawrence Joel U.S. Army Health and Dental Clinic, Building 125, opened as a new facility at Fort McPherson in 1998. The staff of this facility provides a wide range of health care services to a large patient population.

Lawrence Joel U.S. Army Health Clinic is a TRICARE Prime facility. This means that providing care for our Prime beneficiaries is our primary focus (active duty soldiers are automatically registered in TRICARE Prime).

Fort McPherson does not have a hospital. Active duty must use the Eisenhower Army Medical Center at Fort Gordon in Augusta, Georgia for hospital treatments.

The clinic has a full-time Patient Representative who can assist with the medical care system, explain policies, find other sources of help and otherwise provide assistance to patients.

## **Health Care - Special Needs**

### **Exceptional Family Member Program**

The [Exceptional Family Member Program](#) (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

### **Military Treatment Facility**

The clinics and services available at [Military Treatment Facilities](#) vary by location. Before you move, identify the MTF that will serve you, visit the MTF's website to learn about the clinics and services available and to get relevant contact information.

### **Moving to a New TRICARE Region**

If you anticipate a move to another [TRICARE region](#), work with your local TRICARE Service Center (TSC) or case manager before your move to ensure the transition is as smooth as possible. On arrival at the new duty location, your sponsor should contact the Beneficiary Counseling and Assistance Coordinator (BCAC) or TSC to ensure the transition plans are in place and to obtain authorizations for TRICARE [Extended Care Health Option](#) (ECHO) services, if applicable.

### **Beneficiary Counseling and Assistance Coordinator (BCAC)**

All TRICARE Regional Offices and most MTFs are staffed with [BCACs](#) (formerly known as Health Benefits Advisors.) [BCACs](#) provide information, guidance and assistance on benefit options, TRICARE Prime enrollment, special authorizations, status of claims and eligibility, plus assistance with referrals and appointments. If you or your family member has a more severe medical need, contact your assigned [case manager](#).

### **Case Management**

Case management involves a team of health care professionals who help you and your family to find solutions to complex health problems. It is important to inform your case manager if you are moving as he/she will connect you with the case manager at your new location.

### **Extended Care Health Option (ECHO)**

TRICARE [ECHO](#) provides financial assistance to beneficiaries of active duty service members who qualify based on specific mental or physical disabilities. ECHO offers an integrated set of services and supplies beyond the basic TRICARE program. ECHO is administered by regional contractors in the TRICARE North, South, and West Regions and by TRICARE Regional Offices in overseas locations.

### **Transporting Medical Equipment**

Your [Installation Transportation Office](#) has special procedures to follow for the transportation of medical equipment that is necessary for medical treatment required by the sponsor or family member. Some types of medical equipment may be shipped in the same manner as Professional Books, Papers, and Equipment (PBP&E).

### **Federal and State Health Care Programs**

*Medicaid* - [Medicaid](#) pays for medical assistance for certain individuals and families with low incomes and resources. State Medicaid programs are usually administered by departments of social service or departments of medical assistance.

*Supplemental Security Income (SSI)* - [SSI](#) is a cash assistance program intended to meet basic needs for food, clothing and shelter for those who are aged, blind or disabled. It provides cash to meet basic needs for food, clothing, and shelter. Families must reapply upon each move to another state.

*Title V of the Social Security Act* - Many states have services for children with special health care needs that are funded by the Maternal and Child Health Services Block Grant, or [Title V](#). State departments of health web sites and local health departments will provide information on state health benefits for children with special health care needs. The Maternal and Child Health Bureaus' web site has Title V information organized by State that provide you with [Title V points of](#)

[contact](#) and other pertinent information.

### **Other Important Resources**

*Debt Collection Assistance Officer (DCAO)* - TRICARE has a [DCAO](#) assigned to TRICARE Regional Offices and MTFs worldwide to help beneficiaries understand and get assistance with debt collection problems related to TRICARE. Individuals who have received a notice from a collection agency or a negative credit report because of a medical or dental bill should be referred to the nearest [DCAO](#).

*Family Voices* - [Family Voices](#) is a national, grassroots clearinghouse for information and education concerning the health care of children with special health needs. Family Voices also has [State points of contacts](#) with useful links to State programs and organizations.

### **Installation Specific Information**

The Exceptional Family Member Program (EFMP) is a mandatory enrollment program that works with other military and civilian agencies to provide comprehensive and coordinated medical, educational, housing, community support, and personnel services to families with special needs. An exceptional family member is a family member (child or adult) with any physical, emotional, developmental, or intellectual disability that requires special treatment, therapy, education, training, or counseling.

The following soldiers with exceptional family members must enroll in the program: Active Army, U.S. Army Reserve (USAR), soldiers in the USAR Active Guard Reserve (AGR) program and other U.S. Army soldiers on active duty exceeding 30 days, Army National Guard (AGR) personnel serving under authority of title 10, United States Code.

Department of the Army civilian employees do not enroll in the program. However, they must identify dependent children with special education and medically related service needs each time they process for an assignment to a location outside the United States where dependent travel is authorized at Government expense.

## **Education - Special Education/EIS**

### **Exceptional Family Member Program**

The [Exceptional Family Member Program](#) (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

### **Children from Birth to Three Years of Age**

The Individuals with Disabilities Education Act (IDEA) requires all States and territories to provide [early intervention services](#) to children from birth to age three who are developmentally delayed, or who are at high risk of being developmentally delayed. Early intervention services may be provided by local school districts or health departments. There is no common name across States for the programs, but you may hear them referred to as Part C programs (because Part C is the section of the IDEA that pertains to early intervention).

The [National Early Childhood Technical Assistance Center](#) provides a list of State Part C directors and funded programs at their web site. [Military OneSource](#) can identify local early intervention programs for you.

- Parents of children who receive early intervention services should hand-carry a copy of the Individual Family Service Plan (IFSP) and most current evaluation reports to the new location.

### **Children from 3 through 21 Years of Age**

The Individuals with Disabilities Education Act (IDEA) requires all States and Territories to provide [special education services](#) to children who are from 3 through 21 year of age. Each local school district has a special education director, and each school should have a case study committee or school based committee (terms differ) that attends to special education students' needs.

Parents of children receiving special education and related services should hand-carry all pertinent school and medical documents to include their children's Individualized Education Program (IEP) and current testing and evaluation reports to the new school.

The IDEA requires that if a child transfers to a district in the same state, the receiving school must provide comparable services to those in the child's IEP from the sending district's until the new school develops and implements a new IEP. If a child transfers to another State, the receiving district must provide comparable services to those in the child's IEP from the sending district until the receiving district completes an evaluation and creates a new IEP.

### **Others who can help you:**

- Parent Training and Information Centers Each state is home to at least one Parent Training and Information Center (PTI). PTIs serve families of children and young adults from birth to age 22 with all disabilities: physical, cognitive, emotional, and learning. They help families obtain appropriate education and services for their children with disabilities; work to improve education results for all children; train and inform parents and professionals on a variety of topics; resolve problems between families and schools or other agencies; and connect children with disabilities to community resources that address their needs. [The Technical Assistance Alliance for Parent Centers](#) provides addresses and phone number of the centers in your state.
- STOMP (Specialized Training of Military Parents) is a federally funded Parent Training and Information (PTI) Center established to assist military families who have children with special education or health needs. The staff of the [STOMP Project](#) are parents of children who have disabilities and have experience in raising their children in military communities and traveling with their spouses to different locations.

6316 So. 12th St.  
Tacoma, WA 98465  
253-565-2266 (v/tty)  
1-800-5-PARENT (v/tty)  
Fax: 253-566-8052

[Email](#)

### **Installation Specific Information**

In accordance with public laws, all public schools in the Atlanta area provide special education services. If a child needing special education services does not have an active Individualized Education Plan (IEP), the school that the child would be attending will complete an evaluation and develop an IEP to meet the child's needs. Military families are advised to check out the services provided by any particular school prior to settling down, to ensure the services are appropriate and adequate to meet the child's special needs.

### **Programs for Exceptional Children**

There are eight different programs for exceptional children:

1. behavior disorders
2. learning disabilities
3. physically handicapped
4. visually impaired
5. hospital/home bound mentally handicapped
6. speech
7. language
8. hearing interrelated

The Instructional Service Center is within 4 miles of Fort McPherson.

For additional assistance locating services available or targeting the special education services that best meet your needs, please contact Army Community Service, Exceptional Family Member Program, at 404-464-4070 or DSN 312-367-4070.

## **Contact Information**

1350 Troop Row, SW  
Army Community Service  
Fort McPherson, GA 30330  
Phone 404-464-4182  
Phone (DSN) 312-367-4182  
Fax 404-464-2979

[Email](#)  
[Website](#)

### **Automotive Services**

*Auto Care Center*  
1835 McGee Street, SW  
Fort McPherson, GA 30330-1105  
Phone 404-464-2070  
Phone (DSN) 312-367-2070

### **Civilian Personnel Office**

*Civilian Personnel Advisory Center (CPAC)*  
1598 McIntyre Place, SW  
Fort McPherson, GA 30330-1083  
Phone 404-464-2502  
Phone (DSN) 312-367-2502

[Website](#) [Website](#)

### **Commissary/Shoppette**

*Commissary (Fort Gillem)*  
4598 N. 3rd Street  
Forest Park, GA 30297  
Phone 404-469-5148/5385  
Phone (DSN) 312-797-5148/5385

[Website](#)

### **Exceptional Family Member Program/Special Needs**

*Exceptional Family Member Program (EFMP)*  
1350 Troop Row, SW  
Fort McPherson, GA 30330  
Phone 404-464-2957  
Phone (DSN) 312-367-2957  
Fax 404-464-2979  
Fax (DSN) 312-367-2979

[Email](#)  
[Website](#)

### **Exchange(s)**

*AAFES Fort Gillem Main Store*  
4652 N. 3rd Street  
Forest Park, GA 30297  
Phone 404-469-5430  
Fax 404-469-8302

[Website](#)

### **Adult Education Centers**

*Army Education Center*  
1316 Troop Row, SW  
Fort McPherson, GA 30330-1069  
Phone 404-464-2268  
Phone (DSN) 312-367-2268  
Fax 404-464-3944

[Website](#)

### **Child Development Centers**

*Child Development Center*  
1608 Maney Lane, SW  
Fort McPherson, GA 30330-1008  
Phone 404-464-2759/3945  
Phone (DSN) 312-367-2759/3945  
Fax 404-464-2725  
Fax (DSN) 312-367-2725

[Website](#)

### **Commissary/Shoppette**

*Fort McPherson Commissary*  
Building 365  
Fort McPherson, GA 30330  
Phone 404-464-2231  
Phone (DSN) 312-367-2231

[Website](#)

### **Emergency Relief Services**

*Army - Army Community Service - Army*  
*Emergency Relief*  
1350 Troop Row, SW  
Fort McPherson, GA 30330-1069  
Phone 404-464-4070 / 404-464-2498  
Phone (DSN) 312-367-4070  
Fax 404-464-4862  
Fax (DSN) 312-367-4862

[Email](#)  
[Website](#)

### **Exchange(s)**

*AAFES Fort McPherson PX Mini-Mall*  
1740 Walker Avenue  
Fort McPherson, GA 30330  
Phone 404-753-6258  
Fax 404-756-0427

[Website](#)

### **Family Advocacy Program**

*Army - Army Community Service - Family*  
*Advocacy Program*  
1350 Troop Row, SW  
Fort McPherson, GA 30330  
Phone 404-464-2250  
Phone (DSN) 312-367-2250  
Fax 404-464-2979  
Fax (DSN) 312-367-2979

[Email](#)  
[Website](#)

**Family Center**

*Army Community Service  
AFVK-PA  
1350 Troop Road SW  
Fort McPherson-Gillam, GA 30330  
Phone 404-464-4070 / 404-464-4182  
Phone (DSN) 312-367-4070  
Fax 404-464-4862  
Fax (DSN) 312-367-2979*

[Email](#)  
[Website](#)

**Gymnasiums/Fitness Centers**

*Fort McPherson Fitness Center  
1466 Van Horn Road, SW  
Fort McPherson, GA 30330-1023  
Phone 404-464-2121  
Phone (DSN) 312-367-2121*

[Website](#)

**Hospital/Medical Treatment Facility(s)**

*Medical Clinic Central Appointments  
1701 Hardee Avenue, SW  
Fort McPherson, GA 30330  
Phone 404-464-2778  
Phone (DSN) 312-367-2778  
Fax 404-464-0475*

[Website](#)

**Housing Office/Government Housing**

*Family Housing Office  
1496 Walker Avenue, SW  
Fort McPherson, GA 30330-1001  
Phone 404-464-1048  
Phone (DSN) 312-367-1048*

**Information and Referral Services**

*Army - Army Community Service - Information, Referral &  
Follow-Up Program  
1350 Troop Row, SW  
Fort McPherson, GA 30330  
Phone 404-464-4070  
Phone (DSN) 312-367-4070  
Fax 404-464-4862  
Fax (DSN) 312-367-4862*

[Email](#)

**Library**

*Library  
1794 Walker Avenue, SW  
Fort McPherson, GA 30330-1013  
Phone 404-464-2665  
Phone (DSN) 312-367-2665  
Fax 404-464-3801  
Fax (DSN) 312-367-3801*

[Website](#)

**Golf Courses**

*Golfer's Club, The  
1761 West Miller Drive, SW  
Fort McPherson, GA 30330-1121  
Phone 404-464-2178  
Phone (DSN) 312-367-2178  
Fax 404-753-7356*

[Website](#)

**Gymnasiums/Fitness Centers**

*Joseph E.R. Neal Fitness Center  
North 23rd Street  
Fort Gillem, GA 30297  
Phone 404-469-5854/3276*

[Website](#)

**Household Goods/Transportation Office (outbound)**

*Outbound Shipments  
1322 Cobb Street, SW  
Fort McPherson, GA 30330  
Phone 404-464-1022 / 404-464-1011 / 404-464-2363  
Phone (DSN) 312-367-1022/1011/2363*

**Housing Referral Office/Housing Privatization**

*Housing Referral Office  
1496 Walker Avenue, SW  
Fort McPherson, GA 30330-1001  
Phone 404-464-4150  
Phone (DSN) 312-367-4150*

**Legal Services/JAG**

*Legal Assistance Office  
1537 Hardee Avenue, SW  
Fort McPherson, GA 30330  
Phone 404-464-2626 / 404-464-4141  
Phone (DSN) 312-367-2626/4141  
Fax 404-464-3550  
Fax (DSN) 312-367-3550*

[Website](#)

**Loan Closet**

*Army - Army Community Service - Lending Closet  
1350 Troop Row, SW  
Fort McPherson, GA 30330  
Phone 404-464-4182 / 404-464-2773  
Phone (DSN) 312-367-4182  
Fax 404-464-2979  
Fax (DSN) 312-367-2979*

[Email](#)  
[Website](#)

**MWR (Morale Welfare and Recreation)**

*Leisure Activities Center*  
 1333 Throne Avenue, SW  
 Fort McPherson, GA 30330-1032  
 Phone 404-464-3677/4392  
 Phone (DSN) 312-367-3677/4392

[Email](#)  
[Website](#)

**Personal Financial Management Services**

*Army - Army Community Service - Financial Readiness Program*  
 1350 Troop Row, SW  
 Fort McPherson, GA 30330  
 Phone 404-464-2498  
 Phone (DSN) 312-367-2961  
 Fax 404-464-4862  
 Fax (DSN) 312-367-4862

[Email](#)  
[Website](#)

**Relocation Assistance Program**

*Army - Army Community Service - Relocation Readiness Program*  
 1350 Troop Row, SW  
 Fort McPherson, GA 30330  
 Phone 404-464-4182 / 404-464-2773  
 Phone (DSN) 312-367-4182  
 Fax 404-464-2979  
 Fax (DSN) 312-367-2979

[Email](#)  
[Website](#)

**Spouse Education, Training and Careers**

*Army - Army Community Services - Employment Readiness Program*  
 1350 Troop Row, SW  
 Fort McPherson, GA 30330-1069  
 Phone 404-464-3266  
 Phone (DSN) 312-367-3266  
 Fax 404-464-2979  
 Fax (DSN) 312-367-2979

[Email](#)  
[Website](#)

**Temporary Lodging/Billeting**

*Fort Gillem Billeting Office*  
 1563 S U Avenue  
 Fort Gillem, GA 30050-5238  
 Phone 404-469-5431/5810  
 Phone (DSN) 312-797-5431/5810

**Veterinary Services**

*Veterinary Treatment Facility (VTF)*  
 1670 Hardee Avenue, SW  
 Fort McPherson, GA 30330  
 Phone 404-464-2911  
 Phone (DSN) 312-367-2911

[Website](#)

**New Parent Support Program**

*Army - Army Community Services - Parent Support*  
 1350 Troop Row, SW  
 Fort McPherson, GA 30330-1069  
 Phone 404-464-3335  
 Phone (DSN) 312-367-3335  
 Fax 404-464-2979  
 Fax (DSN) 312-367-2979

[Email](#)  
[Website](#)

**Personnel Support Office**

*Reassignments*  
 1598 McIntyre Place, SW  
 Fort McPherson, GA 30330-1083  
 Phone 404-464-4215  
 Phone (DSN) 312-367-4215  
 Fax 404-464-2668  
 Fax (DSN) 312-367-2668

**School Liaison Office/Community Schools**

*School Liaison Office*  
 1386 Troop Row, SW  
 Fort McPherson, GA 30330-1069  
 Phone 404-464-3192  
 Phone (DSN) 312-367-3192  
 Fax 404-464-2380

**Temporary Lodging/Billeting**

*Billeting Office (Fort McPherson and Fort Gillem)*  
 1496 Walker Avenue, SW  
 Fort McPherson, GA 30330-1001  
 Phone 404-464-3833/2253  
 Phone (DSN) 312-367-3833/2253

**Transition Assistance Program**

*Army Career and Alumni Program (ACAP)*  
 1598 McIntyre Place, SW  
 Fort McPherson, GA 30330-1083  
 Phone 404-464-2129  
 Phone (DSN) 312-367-2129  
 Fax 404-464-2979

[Website](#)

**Welcome/Visitors Center**

*Inprocessing*  
 1598 McIntyre Place, SW  
 Fort McPherson, GA 30330-1083  
 Phone 404-464-3523  
 Phone (DSN) 312-367-3523  
 Fax 404-464-2240  
 Fax (DSN) 312-367-2240

**Youth Programs/Centers**

*Youth Services*

1661 Walker Avenue, SW

Fort McPherson, GA 30330

Phone 404-464-4428/4436

Phone (DSN) 312-367-4428/4436

Fax 404-464-4297

[Website](#)

## **Major Units**

### **U.S. Army Center for Health Promotion and Preventive Medicine (USACHPPM)**

Contact information:

Com: 404-464-3332

DSN: 312-367-3332

### **Military Entrance and Processing Station (MEPS)**

The MEPS Station is located at Fort Gillem.

Contact Information:

COM: 404-469-3090

DSN: 312-797-3090

### **Third U.S. Army**

Contact Information:

COM: 404-464-4824

DSN: 312-367-4824

### **U.S. Army Reserve Command (USARC)**

Contact Information:

COM: 404-464-4586

DSN: 312-367-4586

### **First U.S. Army**

First U.S. Army is located at Fort Gillem.

Contact Information:

COM: 404-469-3400

DSN: 312-797-3400

### **U.S. Army Criminal Investigation Laboratory (USACIL)**

The USACIL is located at Fort Gillem.

Contact Information:

COM: 404-469-7106

DSN: 312-797-7106

### **Southeast Region Office**

Contact Information:

COM: 404-464-0756

DSN: 312-367-0756

FAX: 404-464-0759 (front office only)

### **Southeastern Army Reserve Intelligence Support Center**

The SE ARISC is located at Fort Gillem.

Contact Information:

Com: 404-469-3169/3170/3172

DSN: 312-797-3169/3170/3172

Language Lab

Com: 404-469-3409

DSN: 312-797-3409

### **Forces Command (FORSCOM)**

Contact Information:

COM: 404-464-5054

DSN: 312-367-5054

### **Fort McPherson Garrison**

Contact Information:

COM: 404-464-2206

DSN: 312-367-2206

### **Army Ground Forces Band**

Contact Information:

COM: 404-464-2717/3963

DSN: 312-367-2717/3963

### **HQ, 3d Military Police Group (CID)**

The 3d MP Group (CID) is located at Fort Gillem.

Contact Information:

COM: 404-469-7001

DSN: 312-797-7001

### **U.S. Army Second Recruiting Brigade**

The Recruiting Brigade is located at Fort Gillem.

Contact Information:

COM: 404-469-3259

DSN: 312-797-3259