

Army Community Service (ACS)  
Exceptional Family Member Program (EFMP)

**Authorization for Transferring EFMP Respite Care Files**

Privacy Act Statement

**AUTHORITY:** 10 U.S.C. 3013, Secretary of the Army; 29 U.S.C. 794, Nondiscrimination Under Federal Grants and Programs; DoDD 1342.17 Family Policy; AR 608-75, Exceptional Family Member Program; AR 608-10, Child Development Services.

**PRINCIPLE PURPOSE:** Information will be used by EFMP personnel to transfer client records to the Government Contractor for all Families using respite care services. The transfer of files is necessary to receive continuation or respite care services.

**ROUTINE USES:** The DoD "Blanket Routine Uses" that appear at the beginning of the Army's compilation of systems of records apply to this system.

**DISCLOSURE:** Disclosure of requested information is voluntary; however, if information is not provided individuals may not be able to receive EFMP respite care services.

I/We hereby authorize \_\_\_\_\_  
(Name of installation and Name of EFMP staff member)

to release respite care files for \_\_\_\_\_, born \_\_\_\_\_  
(Name of EFM) (MM/DD/YYYY)

to the Government Contractor providing Respite Care Services.

Sponsor: \_\_\_\_\_ Rank: \_\_\_\_\_ Unit: \_\_\_\_\_

Duty Phone: \_\_\_\_\_ Spouse's Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Sponsor/Spouse Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ACS EFMP Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_