

Transition Services

Pre-Separation Counseling (DD Form 2648): Public Law 101-510 mandates all retiring & separating military personnel attend pre-separation counseling NLT 90 days prior to leaving the service. Counseling covers VA benefits and entitlements, employment, education, medical and community resources, and resources available to assist member's transition to civilian life. It's recommended that pre-separation counseling be conducted at least 180 days before leaving the service.

TAP Workshop: A four-day workshop provides useful tools to help you transition into civilian life. Representatives from the Department of Labor, Veterans Affairs, DoD and various community agencies show you how to assess your strengths, learn benefits, write a resume, interview techniques, dress for success, and many more.

AFI 36-3009 3.7.1

3.7.1. Preseparation Counseling and Supplemental Preseparation Counseling are mandatory for RegAF members who are retiring, RegAF members separating for disability regardless of length of service, RegAF members separating after serving at least 180 days of continuous active duty, and Reserve and Air National Guard members being released from active duty after 180 days of mobilization. A copy of the preseparation counseling document must be retained in the permanent personnel record of each member.

*NGR 600-12/ANGI 36-3009

(2) Pre separation Counseling is mandatory for Active Guard/Reserve (AGR) service members separating or retiring from Service. In addition, members that serve 180 cumulative days or more of Title10 orders or deployed in their career must receive pre-separation counseling. A copy of DD Form 2648-1, (Pre separation Counseling Checklist for Active Component Service Members Released from Active Duty), supplemental counseling addendum, must be retained in the permanent personnel record of each member and must be accomplished using AF-FIRST

HELPFUL WEBSITES

Air Force Personnel Center

<http://ask.afpc.randolph.af.mil>

DoD Job Search

<http://www.dod.jobsearch.org>

Transition Assistance

<http://www.TurboTAP.org>

Veteran's Affairs

<http://www.va.gov>

VMET, DD Form 2586

<http://www.dmdc.osd.mil/vmet>

Useful Phone Numbers

Billings: 448-5400

MPF Separations & Retirement: 449-0658/9

TMO: 449-3493

TRICARE: 448-6124/6125

Troops to Teachers: 586-4054

Veterans' Affairs Telephone Assistance Center, 1-800-827-1000



ASSISTANCE FOR AIRMEN RETIRING FROM THE GUARD



Hawaii Air National Guard

Airman and Family Readiness Program Manager

Lorna Souza

808-448-8236 #444-6470

Cell 808-341-7608

Lorna.souza@us.af.mil



**Call the Military & Family Support Center
449-0300 or 474-1999 or visit
www.greatlifehawaii.com to register.**

Wing Director of Psychological Health:

808-448-8145

808-448-8141

Military OneSource is a virtual extension of installation Services.

<http://www.militaryonesource.com>

Stateside: 1-800-342-9647

Overseas: xx-800-3429-6477

(Country access codes can be found online)

Collect from Overseas: 484-530-5908

(Dial an international operator first)

Workshops:

R-TAP Seminar,

held at MFSC Pearl Harbor

S-TAP Seminar

held at Lockwood Hall

Pre-Separation Briefing

held at MFSC Hickam

Career Choices

Do What You Are

Acing the Interview

Writing Your Best Resume

Federal Resume Writing

FINANCIAL

MFLC Personal Financial Counselor's

Maui: Rhonda Bowden,

HI-PFC3@mflc.zeiders.com

808-260-6832

Oahu: Bethy Vallejo:

PFC2.HI.NG@zeiders.com

808-238-8111,

Financial Counseling/ Air Force AID

Military and Family Support Center

474-1999 or 449-0300

Retirement and Separation Transition Timeline

One (1) year to six (6) months prior to retirement or separation

- Attend a TAP workshop at the MFSC, 449-0300 or 474-1999
- Schedule your pre-separation counseling with the MFSC, 449-0300 or 474-1999
- Assess job skills and interests to determine how they relate to today's job market.
- Take an interest inventory test. Contact the Success Discovery 623-2400 for an appointment.

180 days prior to retirement or separation

- Review and make a copy of your personnel records
- Research the job market, develop a list of employers
- Develop a budget plan, attend financial workshops, contact the MFSC, 449-0300

120 days prior to retirement or separation

- To assist you in starting your resume,
- download your Verification of Military Experience and Training (VMET) DD Form 2586 from <http://www.dmdc.osd.mil/vmet>
- If you are considering Federal Employment, visit www.usajobs.com for additional information, attend Federal Resume Writing at the MFSC, 449-0300 or 474-1999
- Complete the first draft of your resume.
- For further assistance, call the MFSC, 449-0300
- Schedule your retirement or separation physical examination, 448-6000
 - Find out about your options for transitional health care, contact TriCare at 838-7220
 - Complete your VA Disability Application (21-526) and obtain detailed information about disability compensation, benefits and programs. Contact Pam Medearis, Disabled American Veteran Transition Service Officer at PMedearis@davmail.org or 433-0490. Must have at least 60 days on island to complete the BBD claim.

90 days prior to retirement or separation

- Start sending out resumes
- Schedule final dental exam, 448-6371
- Request a copy of your medical records and also get copies of family member/s medical record/s
- Visit your CSS or FSS to determine if you are eligible for separation pay.

30 days prior to retirement or separation

Review your Certificate of Release or Discharge from Active Duty (DD 214)

Transition Assistance Advisor

TIM FUJINO

Work (808) 672-1250

Cell (808) 342-4207

Timothy.H.Fujino.ctr@mail.mil

Transition Assistance Advisor (TAA) serve as the statewide point of contact to assist members in accessing Veterans Affairs benefits and healthcare services.

Each TAA also provides assistance in obtaining entitlements through the TRICARE Military Health System and access to community resources.

The program is primarily designed to serve the members of the National Guard and their families.

TAA will help you navigate through the numerous benefits and entitlements in the DoD and VA system.

They take the time to assist you and educate you so you will understand the benefits you have earned.