

## **Chapter 3 Retention Evaluation (CH 3) frequently asked questions (FAQs)**

### **Q: What is a CH3 Retention Evaluation?**

A: A CH 3 evaluation is used to evaluate whether a Soldier meets medical retention standards in accordance with (IAW) AR 40-501, Ch. 3.

### **Q: Who is authorized to complete a CH3 evaluation?**

A: The Deputy State Surgeon-Clinical (DSS-C) is the ONLY authorized GAARNG clinician who can complete a medical CH3 evaluation. The 78<sup>th</sup> Aviation Flight Surgeon performs CH3 flight evaluations for aviators.

### **Q: Which Soldiers will be referred for a CH3 evaluation?**

A: Soldier may be directed to have a Chapter 3 Retention Evaluation if the command believes the Soldier has a medical or behavioral health condition that affects his or her performance of military duties. A Soldier may be identified during a Periodic Health Assessment (PHA) as having a medical injury, illness, or disease that may not meet retention standards or may have had temporary profiles (for the same medical/behavioral health condition) of 120 days or more in the past 12 months.

### **Q: How should the unit submit the CH3 packet?**

A: The Soldier, the designated unit representative, and Case Manager (CM) will work together to compile all required documents per the CH3 Checklist. The MSC Medical Readiness NCO (MRNCO)/CM will ensure all medical documents have been loaded into the Soldier's Health Readiness Record (HRR) in the Medical Electronic Data for Care History and Readiness Tracking (MEDCHART) prior to the submission of the packet to the PM. The MSC will submit the completed packet using the CH3 fit for duty distro email [ng.ga.gaarnng.list.ngga-fit-for-duty@army.mil](mailto:ng.ga.gaarnng.list.ngga-fit-for-duty@army.mil). Subject Line: CH3 Medical or CH3 Behavioral Health, Rank, Last Name, Last Four SSN.

### **Q: How long does it take for the CH3 PM to review the CH3 Packet once it's submitted?**

A: Up to 30 days.

### **Q: How are Soldiers notified of their appointment?**

A: The CH3 PM will contact the Soldier or the MSC MRNCO to schedule the CH3 appointment (if necessary). The CH3 PM will confirm the appointment by sending both the SM and the unit an email confirmation.

### **Q: Are Soldiers paid to attend their appointment?**

For in person appointments only, the Soldier must be in a military pay status to attend the appointment. Units are responsible for Soldier's pay, travel, and meals.

### **Q: Does the Soldier have to wear military uniform?**

Soldiers scheduled for appointments will arrive in Operational Camouflage Pattern (OCP) or Improved Physical Fitness Uniform (IPFU) IAW AR 670-1.

**Q: What happens when the Soldier attends the CH3 evaluation?**

A: Soldiers identified with a permanent condition(s) that does not meet retention standards, **does not** have an LOD for the disqualifying condition(s), or does not meet the criteria for Integrated Disability Referral Memorandum (IDRM) will be forwarded for a Medical Retention Determination Point (MRDP) counseling with the MRDP PM upon completion of the evaluation.

A: Soldiers identified with a permanent condition(s) that does not meet retention standards and **does** have a completed In the Line of Duty (ILOD) for the disqualifying condition(s), will be forwarded for a Medical Evaluation Board (MEB) counseling with the MEB PM upon completion of the evaluation.

**Q: What are possible outcomes of the CH 3 evaluation?**

A: SM is returned to duty with or without a permanent profile, SM is given a 3/4 profile and referred to either the Medical Readiness Determination Point (MRDP) or referred to the Integrated Disability Evaluation System (DES). In rare cases, SM's may be given a temporary profile and close follow-up.

**Q: Will the Case Manager be notified of the outcome?**

A: Yes, the CM and MSC MRNCO will be notified and eCase will be updated.

**Q: Do Soldiers on active duty orders (AGR/ADOS) complete their CH3 Retention Evaluation with the DSS-C?**

A: Active Guard Reserve (AGR)/Long Term Active Duty Operational Support (ADOS) Soldiers that do not meet retention standards, packets are forwarded by the DSS-C to the OIC at Connelly Clinic at Ft Gordon GA for a Medical Evaluation Board (MEB) consult.

**Q: Can a packet be submitted without all the documentation if the Case Manager is only missing a couple of documents?**

A: No. The Packet must be submitted complete or it will be returned.

**Q: Can SM's submit medical documentation to the CH3 Program Manager?**

A: No. We require all documentation to go through the Case Manager so that it can all be uploaded in HRR

**Q: Why are packets returned back to the unit?**

A: Generally, because the medical notes submitted do not speak to the SM's functional limitations, or the documents are outdated (older than 120 days), or there are missing documents, or documents are incomplete meaning pages are missing from what was submitted, or the CH3 Memorandum is missing the condition or purpose the CH3 Packet was submitted for.