

FAMILY CARE PLAN (FCP)

Proponent For Inspection: DMWR, ACS

Point of Contact: _____

Unit Inspected: _____

Date of Inspection: _____

Unit Representative: _____

Unit Phone No.: _____

Inspector's Name: _____

Inspector's Phone No.: _____

Unit Overall Rating: T P U

REFERENCE: AR 600-20, 13 May 2002

STANDARDS: "T"= 90% success rate of evaluated tasks with no failed critical tasks. "P"= 70% success rate of evaluated tasks with no failed critical tasks. "U"= less than 70% success rate of evaluated tasks or one failed critical task.

INSPECTION CRITERIA:	LEVEL	GO	NO GO	REMARKS
1. Does the unit have the most current AR 600-20 Revision dated 13 May 2002?	ALL			
2. CRITICAL: Are 90% (FORSCOM) or 80% (TRADOC) of FCPs within the unit accurate and complete?	ALL			
3. Is DA Form 5304-R used for counseling soldiers at in-processing, or when necessary (AR 600-20 Para 5-5 k1)	ALL			
4. Are the following attendant documents in the family care plan? (AR 600-20 Para 5-5 a3)	ALL			
a. DA Form 5305-R? (AR 600-20 Para 5-5 a3)	ALL			
b. DA Form 5841-R, special power of attorney or other legal documents designating escort, temporary, and primary guardian(s)? Unsigned until the soldier is deployed. (AR 600-20 Para 5-5 a3)	ALL			
c. Notarized DA Form 5840-R from person(s) named in power of attorney? (AR 600-20 Para 5-5 a3)	ALL			
d. Completed DD Form 1172 for each family member? (AR 600-20 Para 5-5 a3)	ALL			
e. Completed DD Form 2558 (unsigned until deployment) or proof of other adequate financial arrangements for care of family members? (AR 600-20 Para 5-5 a3)	ALL			
f. Letters of instructions containing additional pertinent information for escorts, temporary or long-term guardians? (AR 600-20 Para 5-5 a3)	ALL			
5. For single or dual military pregnant soldiers, was FCP counseling conducted not later than 90 days prior to expected delivery date? (AR 600-20 Para 5-5 f4)	ALL			
a. Was there an approved DA Form 5305-R on file not later than 60 days prior to the expected due date of the child? (AR 600-20 Para 5-5 f5)	ALL			
b. Was all the FCP documents: DA Form 5840-R, 5841-R, or other guardianship documents, DD Form 1172, and DD Form 2558 completed and DA Form 5305-R re-certified not later than 45 days following the birth of the child? (AR 600-20 Para 5-5 f5)	ALL			
6. Did the Commander approve the DA Form 5305-R (Cannot be delegated) within 60 days of counseling? (AR 600-20 Para 5-5 g2/g3).	ALL			
7. Did the Commander contact the designated guardian prior to final approval or re-certification to test validity and durability of the FCP? (AR 600-20 Para 5-5 g7)	ALL			
8. Was a Bar to Reenlistment initiated against soldiers who failed to provide or maintain an adequate Family Care Plan? (AR 600-20 Para 5-5 g11)	ALL			
9. Did the Commander consider initiating involuntary separation proceedings against soldiers who failed to provide and maintain an adequate Family Care Plan? (AR 600-20 Para 5-5 g12)	ALL			
REMARKS AND FINAL COMMENTS:				