

# PreSep Notes Reference Sheet

*This Reference Sheet is designed to be used during PreSep Counseling.*

*The intent is to allow you to quickly capture local and relevant information from the course curriculum.*

***As topics are introduced from the 10 Steps of PreSep, mark those that are of interest to you, then cross-reference them with PreSep Resource Guide (RG)***

You can find all MacDill AFB TAP-related information at [www.macdillfss.com/tap](http://www.macdillfss.com/tap)

Mark if Relevant to You	Topic	Key Information
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## Step 1 - Plan for Your Transition (rg 7-14)

<b>X</b>	Effects of a Career Change	What is going to change? How will the change impact you/your family? Consider the impact for each
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### TAP Core Curriculum (Classes) and Career Readiness Standards - CRS (Outcomes)

<b>X</b>		
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<b>X</b>		
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<b>X</b>		
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## Step 2 - Build Your Transition Team (rg 15-20)

	Installation Resources	* MFRC: 813-828-0145 ** MFLC: 813-816-3601 or 813-998-4519 * Education Office: 813-828-3115 / frederick.bandy@us.af.mil
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<b>X</b>	Off Installation Resources	www.careeronestop.org ** www.vetcenter.va.gov ** www.militaryonesource.mil www.va.gov/vsa ** American Job Centers
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	Interagency Partners	www.dol.gov ** www.va.gov ** www.dodtap.mil ** www.sba.gov ** www.tapevents.mil
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	Support	Family, Colleagues, Mentors, Social Network ** www.acp-usa.org
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### Step 3 - Know Your VA Benefits (pg 21-31)

<b>X</b>	VA Disability / BDD	Local: Email VBASPTMSCFLORIDA@va.gov or <a href="https://vets.force.com/VAVERA/s/www.va.gov/disability">https://vets.force.com/VAVERA/s/www.va.gov/disability</a>
	VA Health Care	What can VA support? <a href="http://www.va.gov/health-care">www.va.gov/health-care</a>
	VA Women's Health	Women's Health Transitioning Training (WHTT) ** <a href="http://www.va.gov/womenvet/whtt">www.va.gov/womenvet/whtt</a>
	VA Mental Health VA Dental Health	What can VA support? <a href="http://www.mentalhealth.va.gov">www.mentalhealth.va.gov</a> ** <a href="http://www.va.gov/health-care">www.va.gov/health-care</a>
	Personalized Career Planning Guidance	Free educational and career guidance, planning, and resources
	Veteran Education and Training	Post-9/11 GI Bill / MGIB / Education Transfers
	Veteran Readiness & Employment	Assists Veterans with a service-connected disability that limits their ability to work or prevents them from working
<b>X</b>	VA Life Insurance	VGLI ** TSGLI ** SGLI-DE ** VALife ** VMLI
<b>X</b>	State VA Benefits	<a href="http://www.va.gov/statedva.htm">www.va.gov/statedva.htm</a>
	Vet Centers and Solid Start	Community veteran resources
	MacDill TAP VA Advisors	LaShawn Merceron: 571-461-8521 / <a href="mailto:lashawn.merceron.ctr@vatap.calibresys.com">lashawn.merceron.ctr@vatap.calibresys.com</a>

Your Notes:

### Step 4 - Plan for Health / Mental Care & Health Insurance (rg 32-43)

<b>X</b>	SHPE / SHA / MHA	SHPE - DOD Physical ** SHA - VA Physical ** MHA - Mental Health Assessment * Flight Medicine / Service Treatment Record
	DoD inTransition	Supports transition between mental health care providers and health care systems
	Suicide Prevention Sexual Assault	Dial 988 ** <a href="http://www.veteranscrisisline.net">www.veteranscrisisline.net</a> Sexual Assault Prevention Response (SAPR): 813-828-2678 or 877-995-5247
	State / Local Healthcare	<a href="http://www.statelocalgov.net">www.statelocalgov.net</a>
<b>X</b>	Health / Dental Insurance	<a href="http://www.tricare.mil">www.tricare.mil</a> *** <a href="http://www.benefeds.com">www.benefeds.com</a> *** <a href="http://www.humanmilitary.com">www.humanmilitary.com</a> *** <a href="http://www.healthcare.gov">www.healthcare.gov</a> * Separating vs Retiring: what are your options?

Your Notes:

Mark if Relevant to You	Topic	Key Information
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**Step 5 - Plan for Civilian Employment / Vocational Training (rg 44-57)**

	DOL Employment Track	* MFRC: 813-828-0145 / 6fss.fsh.tap@us.af.mil * www.macdillfss.com/tap
	DOL C2E Track	* MFRC: 813-828-0145 / 6fss.fsh.tap@us.af.mil * www.macdillfss.com/tap
	TEAMS	*Transition Employment Assistance for Military Spouses <a href="https://www.dol.gov/agencies/vets/programs/tap">https://www.dol.gov/agencies/vets/programs/tap</a>
	DOL Resources	* Career One Stop ( <a href="http://www.careeronestop.org">www.careeronestop.org</a> ) * O*NET ( <a href="http://www.onetonline.org">www.onetonline.org</a> ) * My Next Move for Veterans ( <a href="http://www.mynextmove.org/vets">www.mynextmove.org/vets</a> ) * Unemployment ** State Job Banks ** America Job Centers
	Skillbridge	* Education Office: 813-828-3115 *** Each branch has it's own POC / process * <a href="https://skilbridge.osd.mil">https://skilbridge.osd.mil</a>
	Credentialing	<a href="https://www.cool.osd.mil">https://www.cool.osd.mil</a> *** <a href="https://milgears.osd.mil">https://milgears.osd.mil</a> *** <a href="http://www.careeronestop.org/FindTraining/">www.careeronestop.org/FindTraining/</a> *** <a href="http://www.onetonline.org">www.onetonline.org</a>
	Gaining Experience	* Apprenticeship *** USMAP *** Volunteering *** AmeriCorps *** Peace Corps
	USERRA	Separating and joining Reserves? Reemployment Rights Act

Notes:

**Step 6 - Learn about Federal Employment (rg 58-62)**

	Federal Employment	<a href="http://www.usajobs.gov">www.usajobs.gov</a> *** <a href="http://www.tapevents.mil/courses">www.tapevents.mil/courses</a> *** <a href="http://www.fedshirevets.gov">www.fedshirevets.gov</a> MFRC: call 828-0145 to register for our Federal Resume class
	Employment Restrictions	180-Day Restriction on DOD for Retirees 6 ARW Legal Office: 813-828-4422 *** Employment Restrictions/Ethics Video

Notes:

**Step 7 - Plan for Further Education (rg 63-66)**

	Education Track	* Register with MFRC: 813-828-0145 / 6fss.fsh.tap@us.af.mil * <a href="https://macdillfss.com/tap">https://macdillfss.com/tap</a>
	Education Services & Resources	Education Office: 813-828-3115 ** Transcripts

Notes:

**Step 8 - Consider Starting a Business (rg 67-68)**

	Entrepreneurship Track	* Register with MFRC: 813-828-0145 / 6fss.fsh.tap@us.af.mil / <a href="http://www.macdillfss.com/tap">www.macdillfss.com/tap</a> * <a href="http://www.tapevents.mil/courses">www.tapevents.mil/courses</a> * <a href="http://www.sba.gov/vboc">www.sba.gov/vboc</a> * <a href="http://www.sba.gov/bootstobusiness">www.sba.gov/bootstobusiness</a> * <a href="http://www.sam.gov">www.sam.gov</a> (Contractor)
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**Step 9 - Explore Additional Informaiton & Benefits (rg 69-79)**

	Separation Pay	<ul style="list-style-type: none"> <li>* Do you owe the govt money?</li> <li>* Do you have any earned entitlements?</li> <li>* When will your final pay be deposited?</li> </ul>
	TSP	MFRC Financial Counselors: 813-828-0145 <ul style="list-style-type: none"> <li>* Do you want to leave it, roll it over, or withdrawal?</li> </ul>
<b>X</b>	SBP (Retirees Only)	<ul style="list-style-type: none"> <li>* USAF: Michael Glover at michael.glover.13@us.af.mil</li> <li>* USA: Mr Smith at 813-828-0163</li> <li>* USMC: Billy Espinoza at billy.espinoza.civ@usmc.mil   *** USN: Online</li> </ul>
	Legal	6 ARW Legal Office: 813-828-4422
<b>X</b>	Travel / Transportation	<ul style="list-style-type: none"> <li>* Traffic Management Office: 813-828-2600</li> <li>* Retiree vs Separatee</li> </ul>
<b>X</b>	Permissive TDY Terminal Leave	Local Command Section   *** PTDY: All Retirees / some Separatees
	Housing Assistance	Military Housing / Rental Property / HUD / Homelessness
	Voting	<ul style="list-style-type: none"> <li>* Voting Org Box: macdill.voting@us.af.mil</li> <li>* www.fvap.gov</li> </ul>
	Adaptive Tools	Computer/Electronic Accomodations Program for those with disabilities or limitations
	AAFES, Commissary, MWR	<ul style="list-style-type: none"> <li>* Separtees: Various Limitations</li> <li>* Retirees: Full access</li> </ul>

Notes:

**Step 10 - Know Where to go for Assistance (pg 80-82)**

[www.TAPEvents.mil/resources](http://www.TAPEvents.mil/resources)

**Other Notes**