



**DEPARTMENT OF THE ARMY**  
WARRIOR TRANSITION COMMAND  
200 STOVALL STREET  
ALEXANDRIA, VIRGINIA 22332-2500

18 MAR 2013

MCWT-PER

WCTP Policy Memo 13-002

Expires 18 MAR 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum - Appeal Process for Special Compensation for Assistance with Activities of Daily Living (SCAADL) Determinations

1. References:

a. DoDI 1341.12, Special Compensation for Assistance with Activities of Daily Living (SCAADL), 31 August 2011, Change 24 May 2012.

b. Army Directive 2011-22, Special Compensation for Assistance with Activities of Daily Living, 21 November 2011.

c. Memorandum, Office of The Surgeon General, DASG-ZA, 6 January 2012, subject: Delegation of the Special Compensation for Assistance with the Activities of Daily Living (SCAADL) Appellate Authority (Enclosure 1).

d. Title 37, United States Code, Section 439, Special compensation: members of the uniformed services with catastrophic injuries or illnesses requiring assistance in everyday living.

2. Purpose: To provide procedural guidance regarding the appellate process, final adjudication and disposition of applications from Soldiers applying for compensation under the SCAADL program.

3. Proponent: The proponent for this policy is the United States Army Warrior Transition Command (WTC), G-1.

4. Applicability: This policy applies to all Soldiers presently serving on active duty (to include Reserve Component Soldiers).

5. Policy:

a. Active Duty Soldiers (to include Reserve Component Soldiers mobilized in support of ongoing contingency operations) who have a permanent catastrophic injury or illness incurred or aggravated in the line of duty, and who meet the criteria set forth in references 1a and 1b may be eligible to apply for and subsequently receive compensation under the SCAADL program. All relevant administrative and medical documentation must be submitted as outlined in reference 1b.

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b. A Soldier whose application for SCAADL is denied based on failure to meet the threshold eligibility criteria, because the requisite physician will not certify the DD Form 2948, or for any other reason, may appeal. A Soldier who believes he/she is entitled to additional compensation, based on either the DD Form 2948 criteria (for example, the tier level) or the commander's computation, also may appeal.

c. WTU/CBWTU Commanders must notify Soldiers in writing (using Enclosure 6 to reference 1b) of the decision to deny eligibility for SCAADL, and his/her right to appeal to the Assistant Surgeon General for Warrior Care and Transition (ASG-WCT).

d. Once notified of the Soldier's intent to appeal, WTU/CBWTU Commanders will assist the Soldier in preparing an appeal packet for submission through the Regional Medical Command SCAADL Certifying Official to the ASG-WCT. Appeal packets will consist of, at a minimum: the original completed DD Form 2948, all supporting administrative and medical documentation, the additional matters submitted by the Soldier in support of the appeal, and the WTU/CBWTU Commander's recommendation to grant or deny the appeal.

e. Within one business day of receipt of the appeal packet, the WTU/CBWTU commander will prepare a recommendation for the ASG-WCT to grant or deny the appeal and forward all relevant documentation through the Regional Medical Command, ATTN RMC SCAADL Certifying Official, to the Warrior Transition Command, ATTN: MCWT-PER, for further action and disposition.

f. Upon receipt of a completed appeal packet, the Regional Medical Command SCAADL Certifying Official will prepare an EXSUM outlining the nature of the appeal, the additional matters submitted by the Soldier in support of the appeal, and the WTU/CBWTU Commander's recommendation.

g. Within two business days of receipt of the appeal packet, the Regional Medical Command SCAADL Certifying Official will submit all supporting documentation, to include the original DD Form 2948, the Soldier's additional matters submitted in support of the appeal, the WTU/CBWTU Commander's recommendation, and the EXSUM, to the Warrior Transition Command, ATTN: MCWT-PER.

h. Both the WTC G1 and WTC Command Surgeon will carefully review and validate all administrative and medical data contained in the original Special Compensation for Assistance with Activities of Daily Living (SCAADL) application, the Soldier's additional matters submitted in support of the appeal, the WTU/CBWTU Commander's recommendation, and the Regional Medical Command SCAADL's EXSUM. For appeals related issues requiring a medical assessment or certification, the WTC Command Surgeon will prepare a medical advisory opinion. Both the WTC G1 and WTC Command Surgeon will submit recommendations to the ASG-WCT for his consideration when taking action on the appeal.

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6. Responsibilities: Specific guidelines, responsibilities, eligibility criteria, screening, and tasks associated with SCAADL eligibility are prescribed in DoDI 1341.12 (reference 1a) and Army Directive 2011-22 (reference 1b).

a. Soldier (Designee).

(1) The Soldier shall submit his/her appeal, in writing, to the commander within 60 days after notification of an ineligibility for Special Compensation for Assistance with Activities of Daily Living (SCAADL) compensation, or a lower than anticipated tier rating. The Soldier must state the reason(s) for his/her appeal.

(2) The Soldier must submit the statement outlining the reason(s) for the appeal and all supporting documentation pertaining to the original application for SCAADL to the commander for further disposition.

b. WTU/CBWTU Commander.

(1) Using Enclosure 6 to reference 1b, notify the Soldier, in writing that his/her SCAADL application is approved or denied. If the application is denied, inform the Soldier of his/her right to appeal, that the appeal must be submitted in writing, and that the Soldier must state the reason for the appeal. Assist the Soldier in identifying and preparing all relevant administrative and medical documentation pertaining to his/her original application and appeal.

(2) Upon completion of the appeal packet, including receipt of the additional matters submitted by the Soldier in support of the appeal, prepare a recommendation to the ASG-WCT to grant or deny the appeal. Within one business day of receipt, forward the entire packet to the Regional Medical Command SCAADL for further action.

c. Regional Medical Command SCAADL Certifying Official.

(1) Serve as the primary certifying official for the administrative and medical data which establishes a Soldier's eligibility for SCAADL.

(2) Evaluate and validate all supporting documentation pertaining to a Soldier's appeal, to include the additional matters the Soldier submits in support of the appeal.

(3) Upon receipt of an appeal, prepare an EXSUM of the appeal documentation, including the additional matters submitted by the Soldier in support of the appeal, and the WTU/CBWTU Commander's recommendation to grant or deny the appeal.

(4) Submit the appeal packet and all supporting documents to the WTC G1 within two business days of receipt.

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(5) Upon receipt of the Assistant Surgeon General for Warrior Care and Transition (ASG-WCT) determination, execute applicable follow on actions.

d. United States Army Warrior Transition Command (WTC).

(1) G1. Upon receipt of the Soldier's appeal from the appointed Regional Medical Command SCAADL Certifying Official, WTC G1 will review and validate all ADMINISTRATIVE data contained on the DD Form 2948 pertaining to the Soldier's eligibility requirements, the Regional Medical Command SCAADL Certifying Official's Executive Summary (EXSUM), the WTU/CBWTU Commander's recommendation, and the additional matters submitted by the Soldier in support of the appeal. For appeals related issues requiring a medical assessment or certification, the WTC G1 shall forward the entire packet to the WTC Command Surgeon for the development of a medical advisory opinion. Upon receipt of the medical advisory opinion and the appeals packet from the WTC Command Surgeon, the WTC G1 will forward to the Assistant Surgeon General for Warrior Care and Transition (ASG-WCT), the entire appeals packet and a WTC G1 recommendation to grant or deny the appeal.

(2) Command Surgeon. Upon receipt of appeals packet from the WTC G1, the WTC Command Surgeon will review and validate all MEDICAL data contained on the DD Form 2948 pertaining to the Soldier's eligibility requirements, the Regional Medical Command SCAADL EXSUM, the WTU/CBWTU Commander's recommendation, and the additional matters submitted by the Soldier in support of the appeal. For appeals related issues requiring a medical assessment or certification, the WTC Command Surgeon will prepare a medical advisory opinion. The appeals packet and the medical advisory opinion (if necessary) will be returned to the WTC G1 for submission to the ASG-WCT.

(3) Assistant Surgeon General for Warrior Care and Transition (ASG-WCT). Upon receipt and review of recommendations from the WTC G1 and Command Surgeon, the medical advisory opinion (if necessary), the Regional Medical Command SCAADL EXSUM, and the additional matters submitted by the Soldier in support of the appeal, the ASG-WCT will grant or deny the appeal. The ASG-WCT will issue a written response to the appeal within 30 days of receipt of the request for the appeal. IAW reference 1c, the ASG-WCT is the sole Appellate Authority for the U.S. Army Special Compensation for Assistance with Activities of Daily Living (SCAADL) program. All ASG-WCT decisions are final.

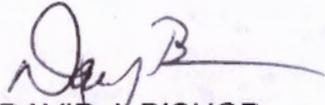
7. Upon review of the original SCAADL application and the appeal packet, and within 30 days of receipt of the packet, the ASG-WCT will provide the Soldier, the Regional Medical Command Certifying Official and the WTC/CBWTU Commander with a written decision to:

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- a. Deny the appeal by upholding the original decision; OR
  - b. Grant the appeal by overturning the original decision.
8. The ASG-WCT is the sole Appellate Authority for the U.S. Army SCAADL program.

Encl  
as



DAVID J. BISHOP  
Brigadier General, U.S. Army  
Assistant Surgeon General  
for Warrior Care and Transition  
and Commanding General, WTC

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- Commander, Northern Regional Medical Command, 9275 Doerr Road, Bldg 1, Command Suite, Fort Belvoir, VA 22060-5000
- Commander, Europe Regional Medical Command, CMR 442, APO AE 09042
- Commander, Southern Regional Medical Command, 3851, Roger Brooke Drive, Fort Sam Houston, TX 78234-6200
- Commander, Western Regional Medical Command, 9040A Fitzsimmons Ave, Tacoma, WA 98431-5011
- Commander, Pacific Regional Medical Command, 1 Jarrett White Road, Honolulu, HI 96859.
- Command Sergeant Major, US Army Medical Command, 2748 Worth Road, Fort Sam Houston, TX 78234-6000



**DEPARTMENT OF THE ARMY**  
**OFFICE OF THE SURGEON GENERAL**  
**5109 LEESBURG PIKE**  
**FALLS CHURCH, VIRGINIA 22041-3258**

DASG-ZA

06 JAN 2012

**MEMORANDUM FOR Assistant Surgeon General (Warrior Transition Care)**

**SUBJECT: Delegation of the Special Compensation for Assistance with the Activities of Daily Living (SCAADL) Appellate Authority**

1. Paragraph 6.i. of Army Directive 2011-22 (Special Compensation for Assistance with Activities of Daily Living) grants appellate authority for SCAADL appeals to me.
2. I hereby delegate to you the authority and responsibility delegated to me by the Secretary of the Army to use this appellate authority to adjudicate SCAADL appeals. You will ensure the thorough review of all available information pertinent to the appeal, to include the determinations of eligibility, clinical evaluations and tier scoring rendered by the Soldier's Primary Care Manager or other DoD or VA physician, and, for appeals related to issues for which medical assessment or certification is required, shall request the development of a medical advisory opinion by a DoD physician who did not participate in the original evaluation.
3. This delegation is effective immediately and may not be further delegated and remains in effect until 30 November 2013, unless suspended, revoked, or superseded earlier. The point of contact for this action is COL R.G. Dickinson, WTC G1, at commercial 703/325-2019, or [rick.dickinson@us.army.mil](mailto:rick.dickinson@us.army.mil).

A handwritten signature in black ink, appearing to read "Patricia D. Horoho", written over a horizontal line.

**PATRICIA D. HOROHO**  
**Lieutenant General**  
**The Surgeon General and**  
**Commanding General, USAMEDCOM**