



DEPARTMENT OF THE AIR FORCE

355TH MEDICAL GROUP (ACC)
DAVIS-MONTHAN AIR FORCE BASE ARIZONA

22 April 2002

MEMORANDUM FOR TRIWEST

FROM: 355 MDG/CC

SUBJECT: MTF Enrollment Capability

1. As previously discussed at the CAEC Meeting, the MTF enrollment for Tricare Prime is at maximum capability. To effectively manage our resources and provide the best health care services to our beneficiaries, I have decided to change the enrollment policy at the 355th Medical Group immediately.
 - a. There will be no Space Available appointments for Primary Care within the MTF until further notice. This includes walk-in patients and telephone consultations.
 - b. All active duty and their family members will continue to be enrolled to MTF PCMs. (This will include portability enrollments). If active duty family members request a downtown PCM, they must continue to complete a Network PCM Request. These requests will be forwarded to me for review/approval.
 - c. All new Tricare Prime enrollments for retirees and their family members will be to network PCMs, this includes those beneficiaries who transfer from another MTF. The beneficiary may complete a request for Change of PCM Letter (to the MTF) and go on a waiting list for future reopening of MTF PCM enrollments. The Tricare Flight will manage the waiting list on a first come-first served basis (based upon date of letter). Hardship situations will be addressed on case-by-case basis. Current enrollees that retire from Active Duty, and their family members, will continue MTF enrollment.
 - d. Open enrollment into the Tricare Plus Program is discontinued and will be closed to new enrollees. The MTF will continue to accept age-ins; that is, those beneficiaries that are currently enrolled in TRICARE Prime to the 355 MDG and turn 65.
2. The MTF will continue to monitor enrollment numbers closely and will take the necessary measures to give our Tricare Prime beneficiaries the best health care possible with the resources and staffing available at Davis-Monthan Air Force Base.


THOMAS E. SCOTT, Col, USAF, MC, FS
Commander