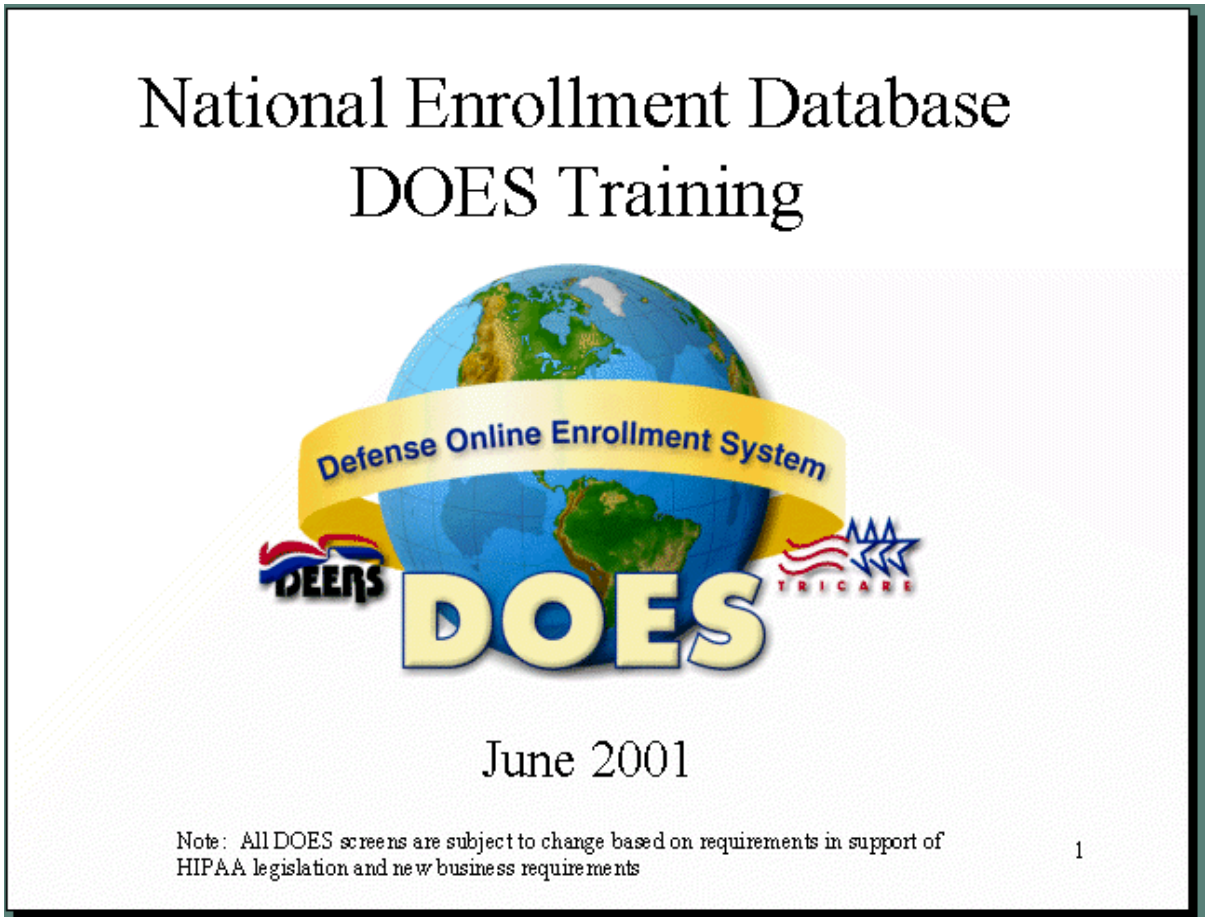
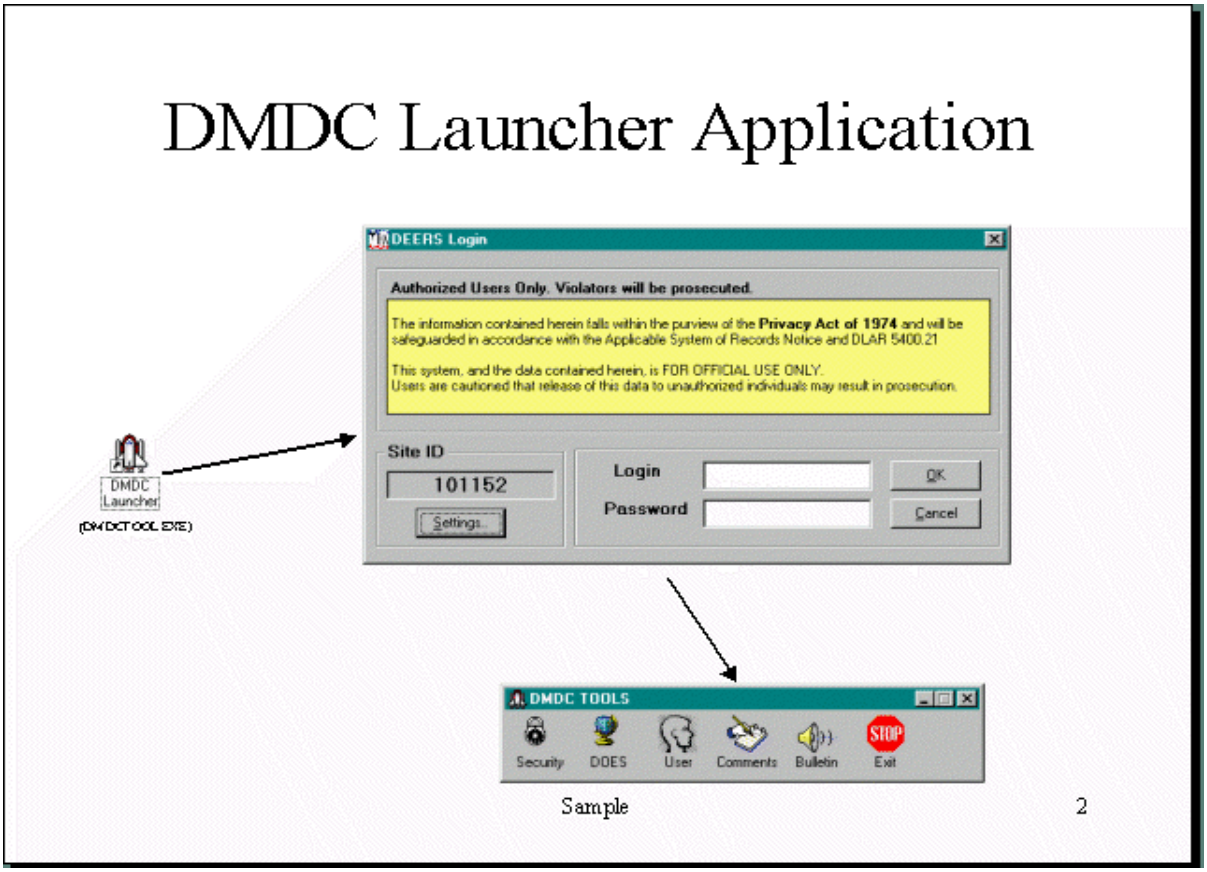
CHAPTER 3
ADDENDUM F

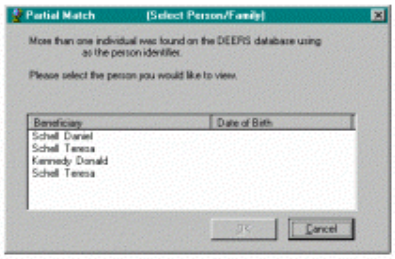
NATIONAL ENROLLMENT DATABASE (DOES) TRAINING

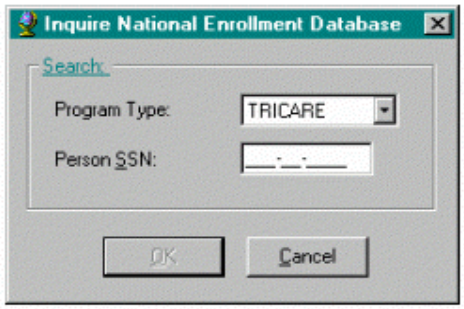



DMDC Launcher Application
DEERS Login
Authorized Users Only. Violators will be prosecuted.
The information contained herein falls within the purview of the Privacy Act of 1974 and will be safeguarded in accordance with the Applicable System of Records Notice and DLAR 5400.21
This system, and the data contained herein, is FOR OFFICIAL USE ONLY.
Users are cautioned that release of this data to unauthorized individuals may result in prosecution.
Site ID
101152
Settings...
Login
Password
OK
Cancel
DMDC Launcher
(DMDCTOOL.EXE)
DMDC TOOLS
Security
DOES
User
Comments
Bulletin
Exit
Sample
2

DOES - Inquiry

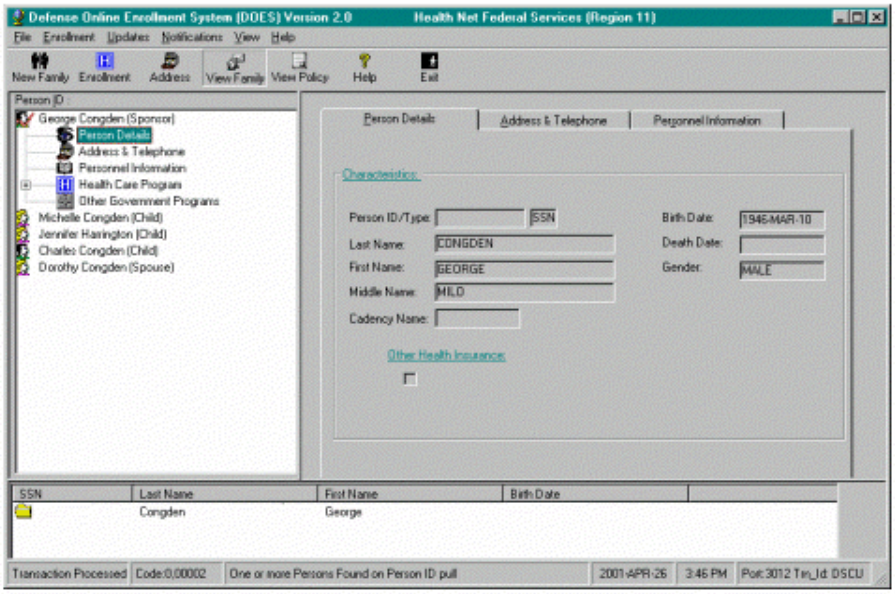
- By Social Security Number
- Duplicate SSNs receive Partial Match
- DOES will note SSNs that have changed
- DOES will note SSNs that are not the sponsor's



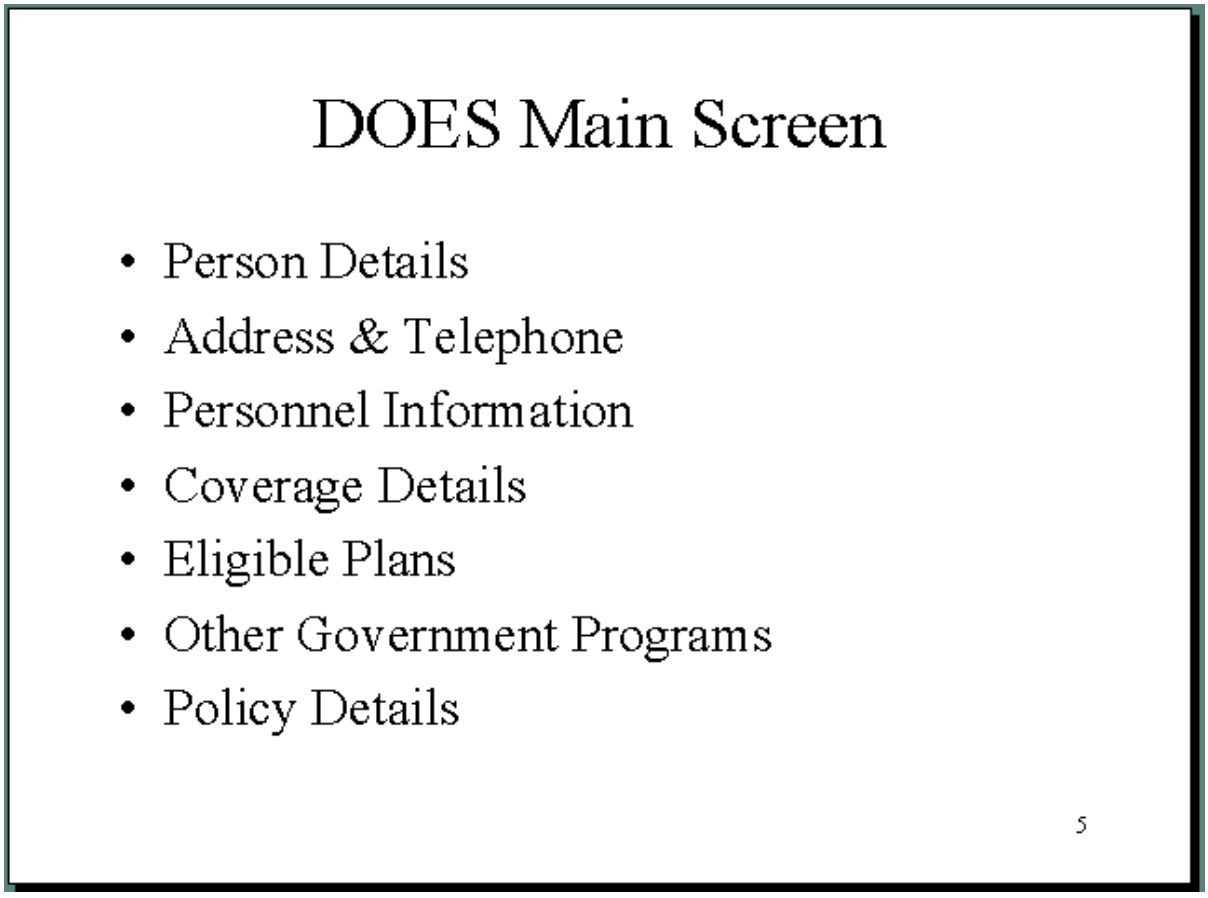


Sample 3

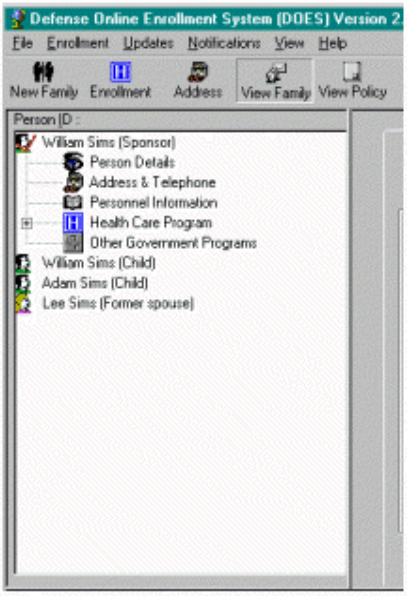
DOES Main Screen



Sample 4

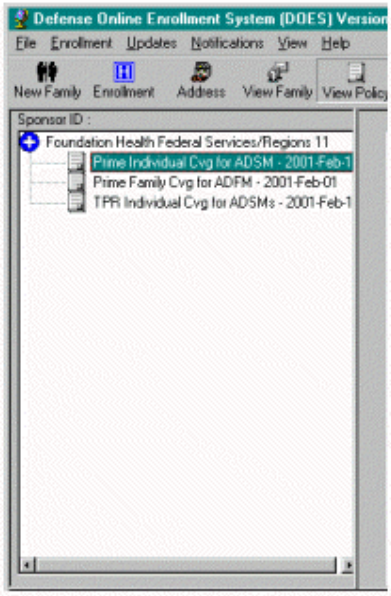

DOES Main Screen
• Person Details
• Address & Telephone
• Personnel Information
• Coverage Details
• Eligible Plans
• Other Government Programs
• Policy Details
5

Two Tree Views



Family View

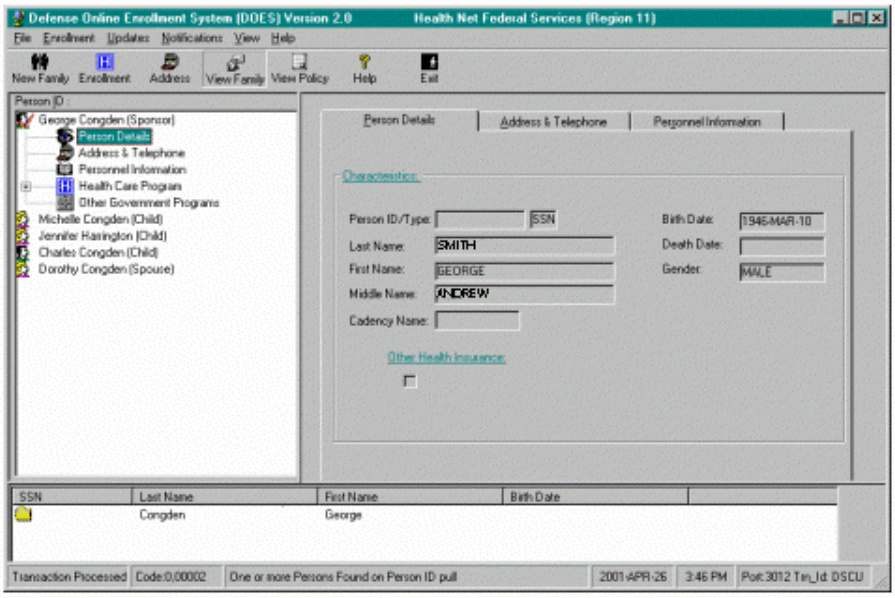
Sample



Policy View

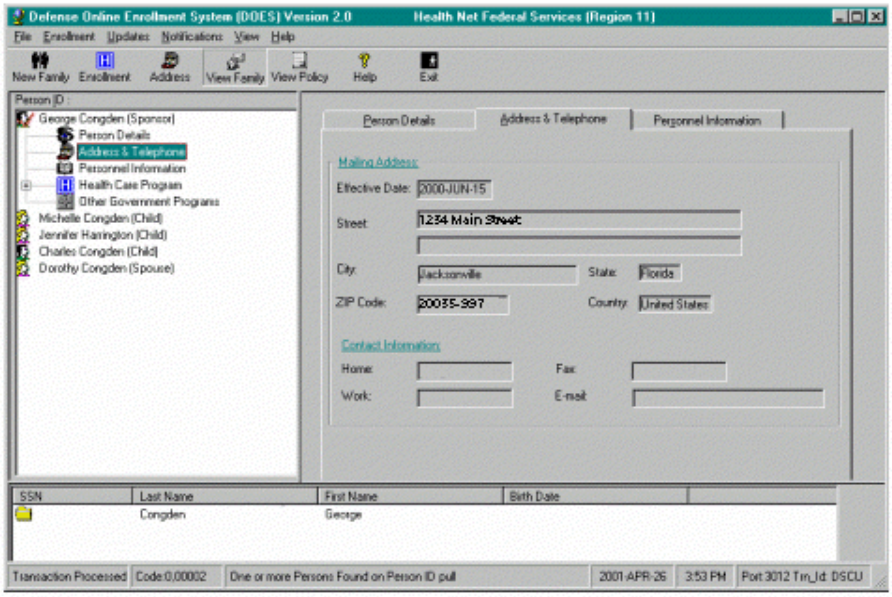
6

Person Details



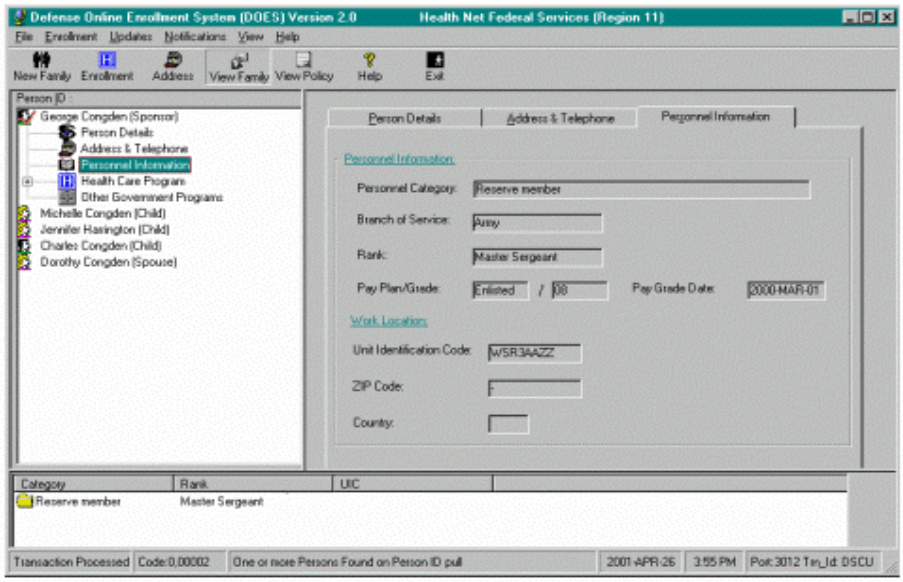
Sample 7

Address & Telephone



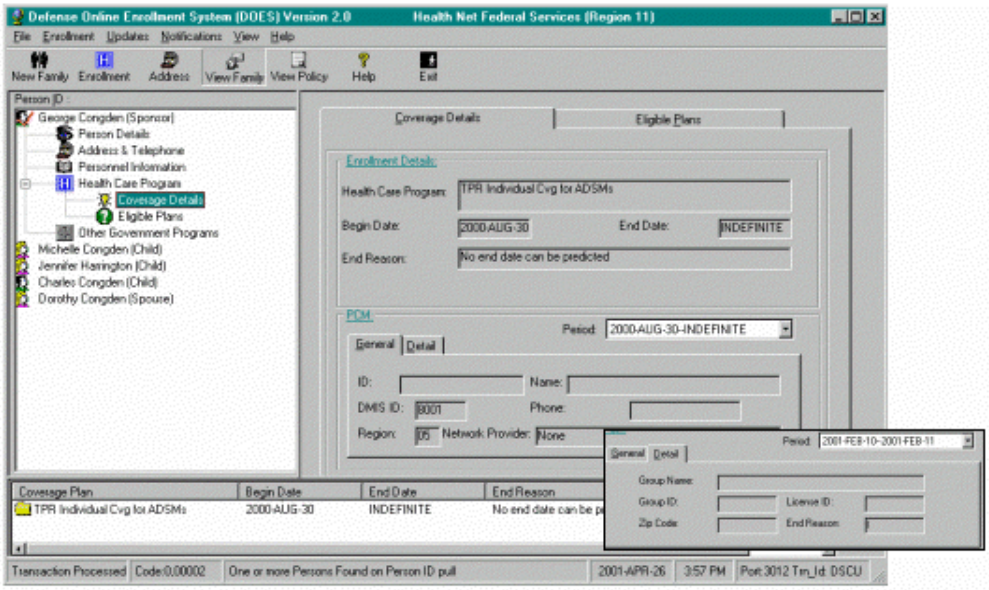
Sample 8

Personnel Information



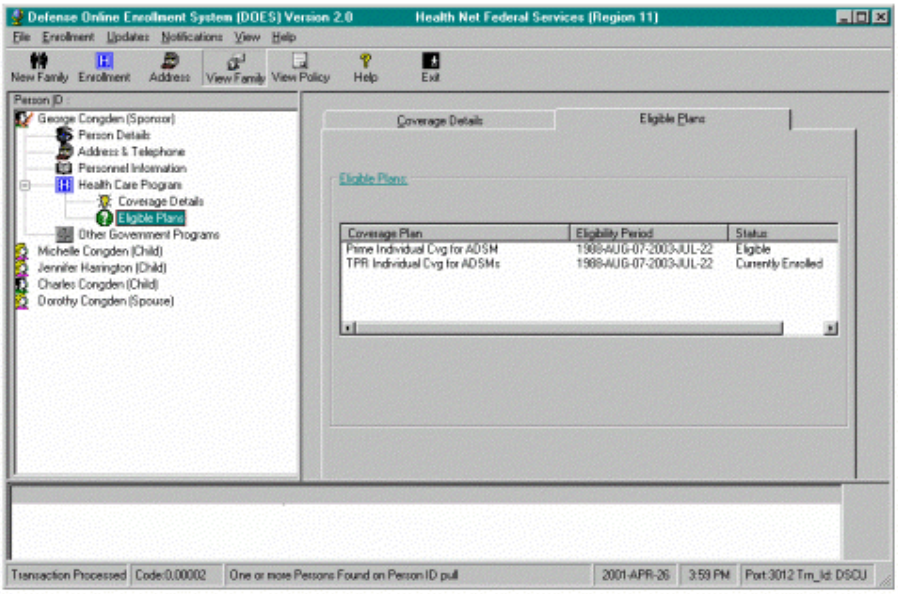
Sample 9

Coverage Details



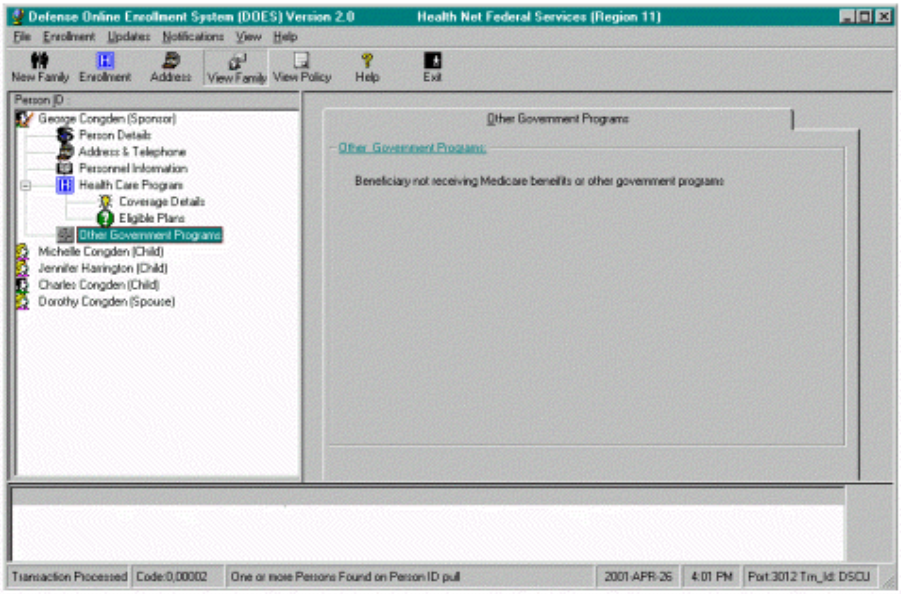
Sample 10

Eligible Plans



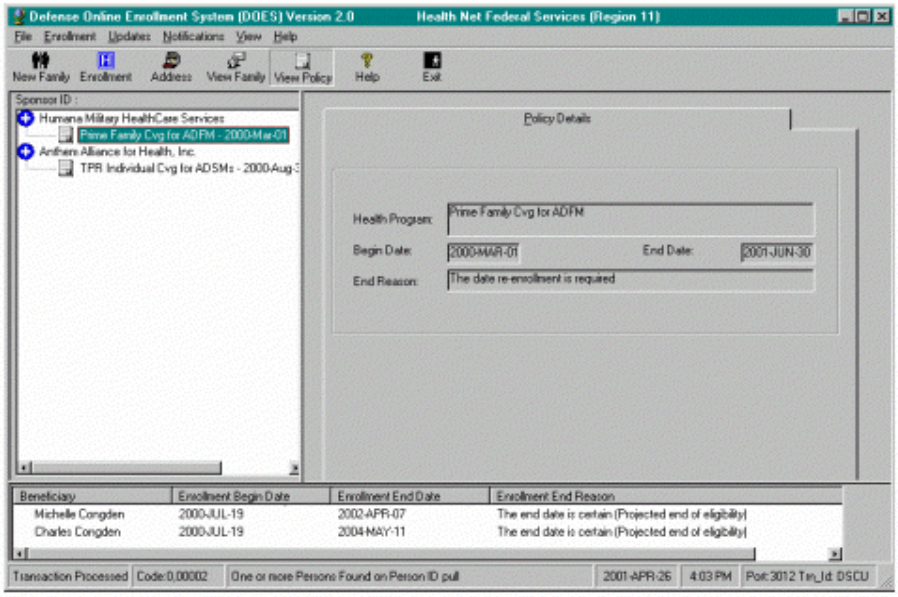
Sample 11

Other Government Programs



Sample 12

Policy Details



Sample 13

Functionality Overview

Inquiry

Enrollment Process
- Address Update
- Enrollment Main
- PCM Assignment
- Policy - Fee Update

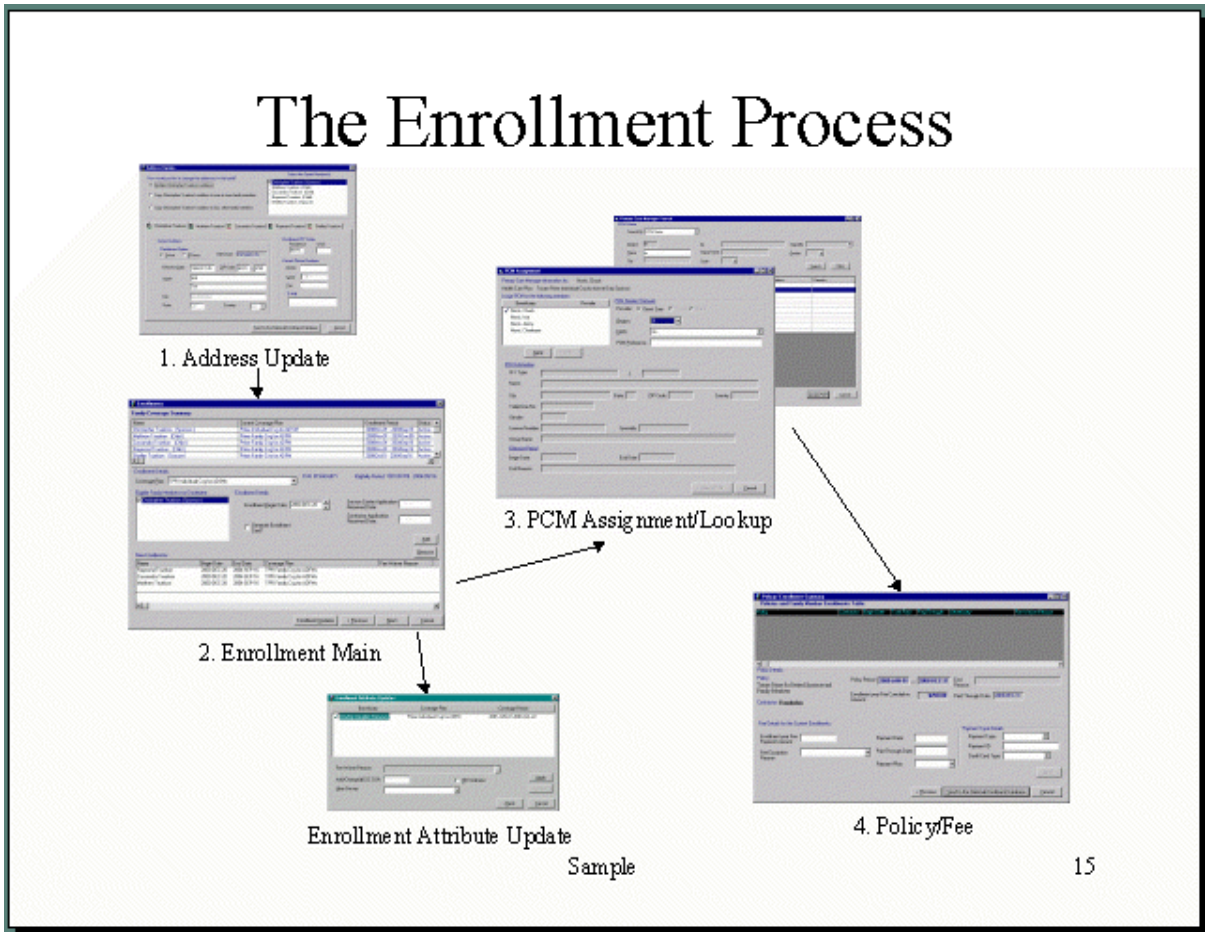
Disenrollment

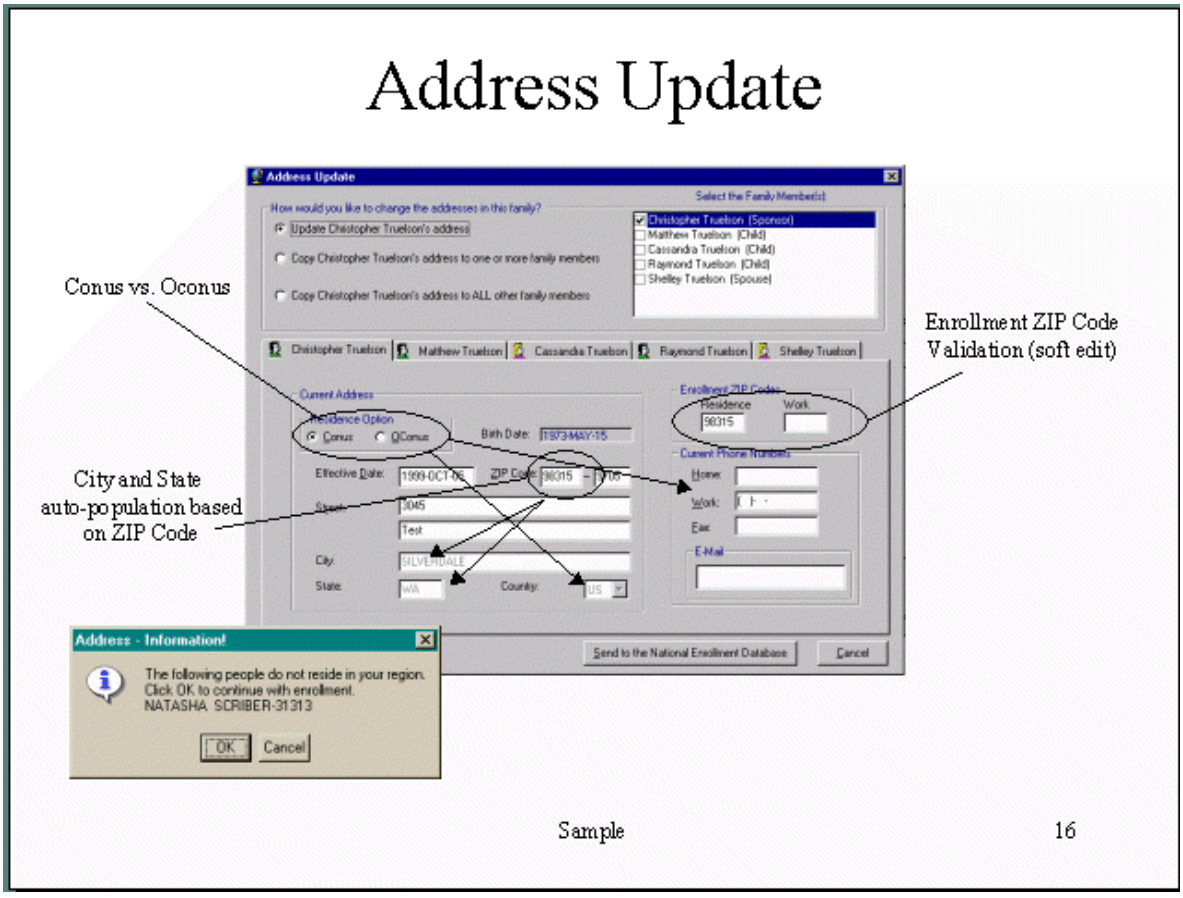
Enrollment Modifications

Transfer Enrollment
- Address Update
- Enrollment Main
- PCM Assignment
- Policy - Fee Update

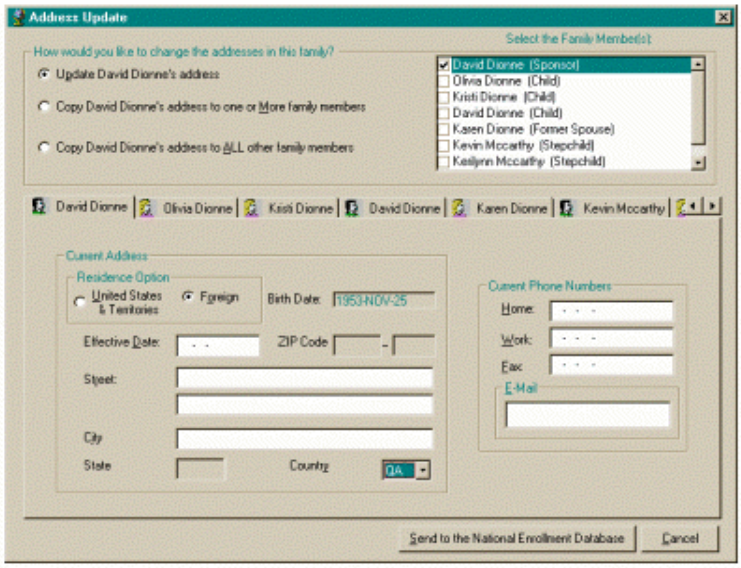
Cancel Events
- Enrollment
- Disenrollment

- Address Update
- PCM Change
- PCM Cancellation
- PCM Modification
- TRICARE ID Card Request
- Enrollment Attribute Update
- PCM Assignment
  - PCM Assignment
  - PCM Search
- Notification Request


The Enrollment Process
1. Address Update
2. Enrollment Main
3. PCM Assignment/Lookup
4. Policy/Fee
Enrollment Attribute Update
Sample
15

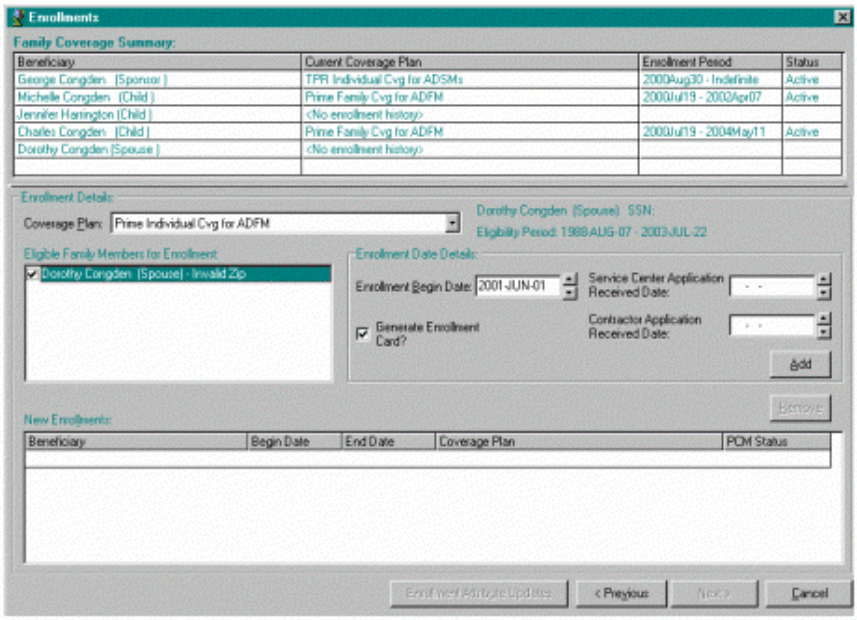

Address Update
Conus vs. Oconus
City and State auto-population based on ZIP Code
Enrollment ZIP Code Validation (soft edit)
Address Update
Address - Information!
The following people do not reside in your region. Click OK to continue with enrollment.
NATASHA SCRIBER-31313
OK
Cancel
Send to the National Enrollment Database
Cancel
Sample
16

Address Update - OCONUS



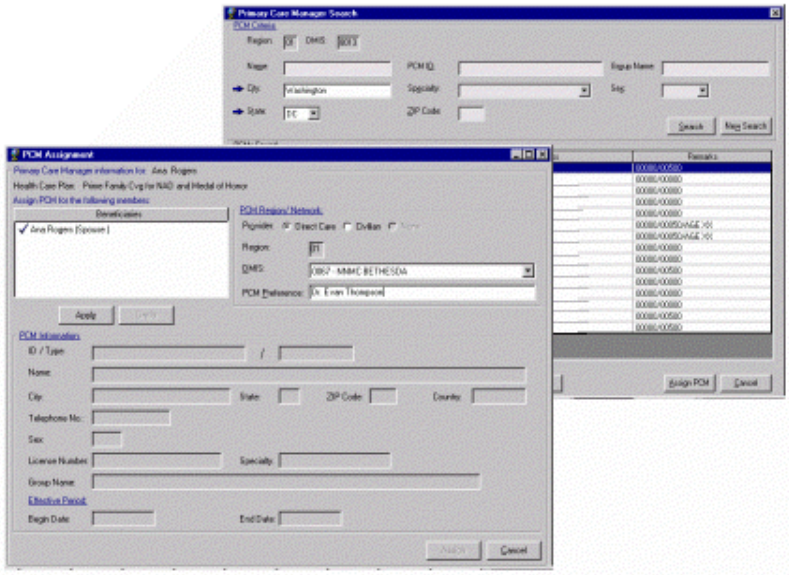
Sample 17

Enrollment Main



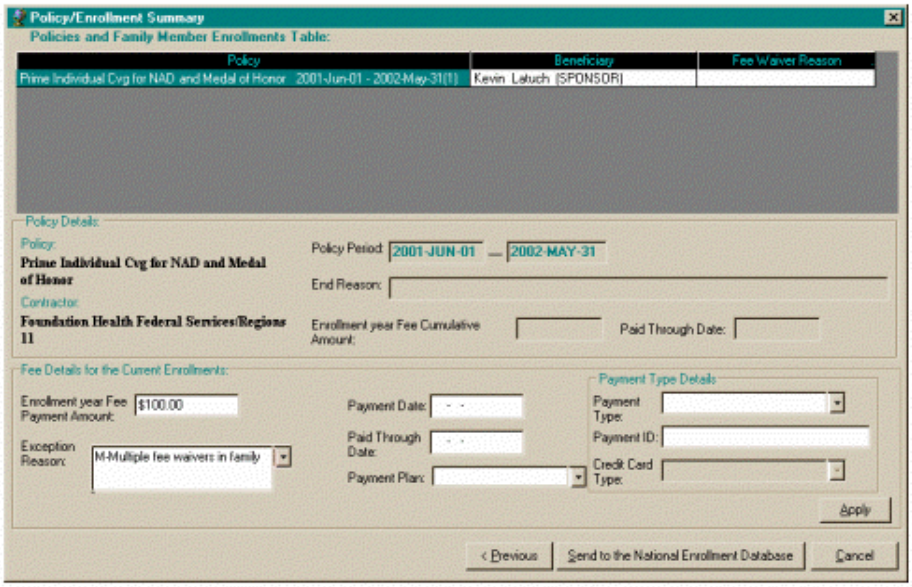
Sample 18

PCM Assignment



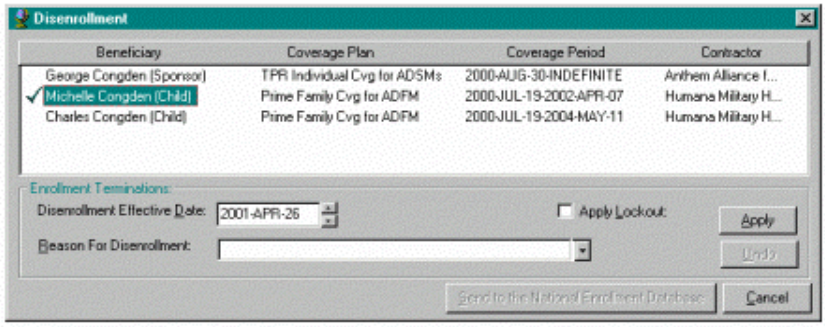
Sample 19

Policy/Fee



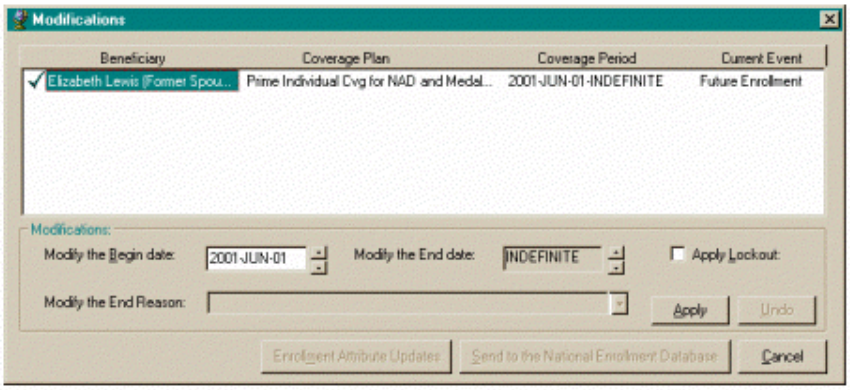
Sample 20

Disenrollment

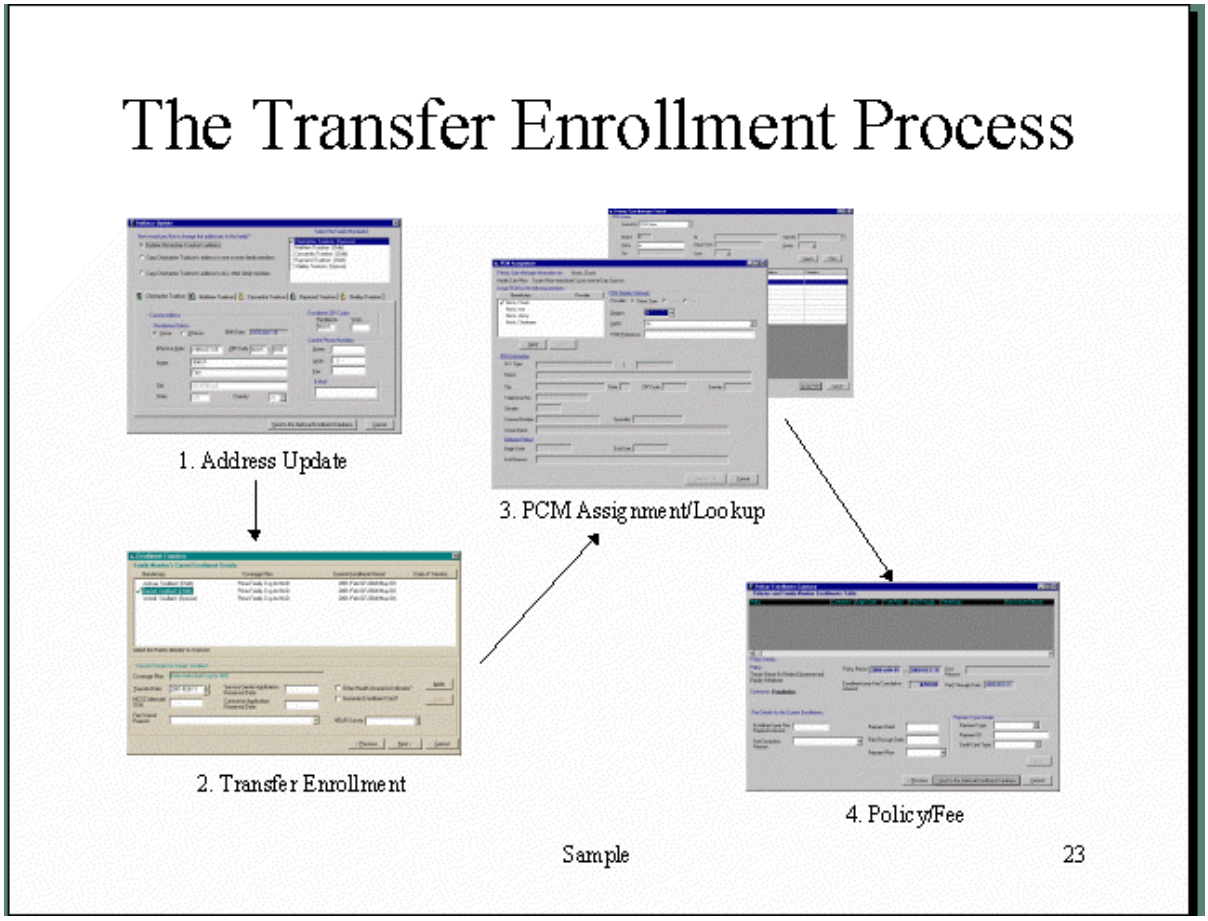


Sample 21

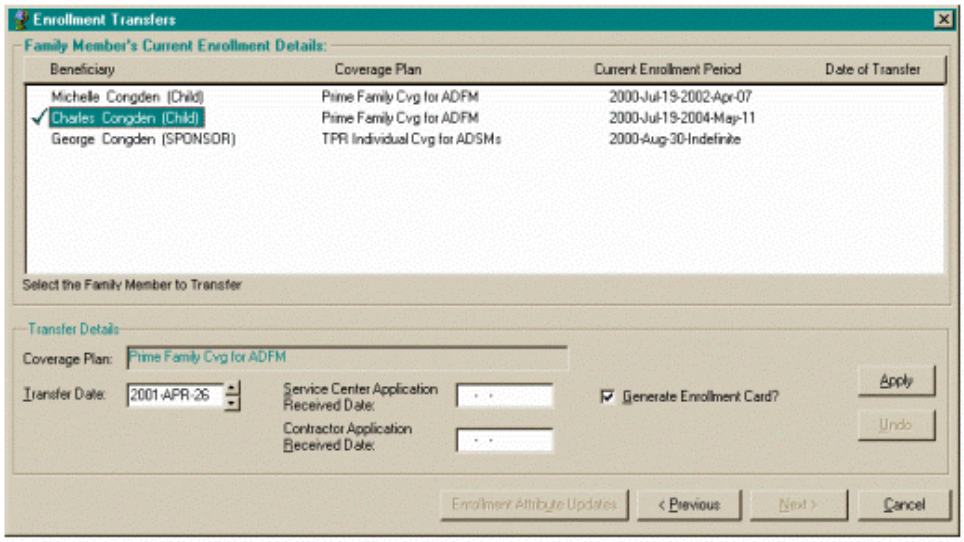
Enrollment Modifications



Sample 22

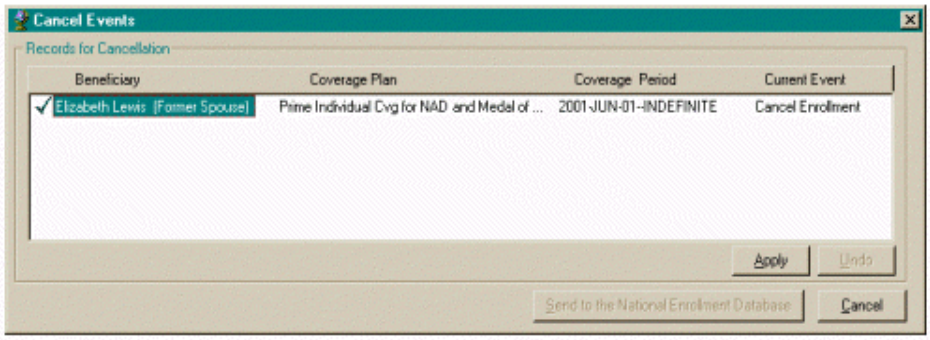

The Transfer Enrollment Process
1. Address Update
3. PCM Assignment/Lookup
2. Transfer Enrollment
4. Policy/Fee
Sample
23

Transfer Enrollment



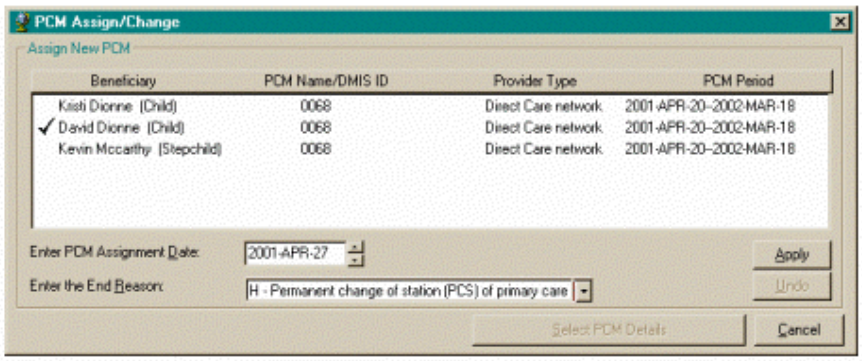
Sample 24

Cancel Events



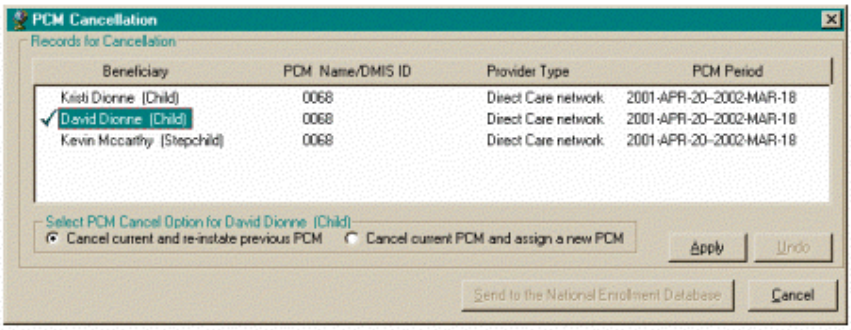
Sample 25

PCM Assign/Change



Sample 26

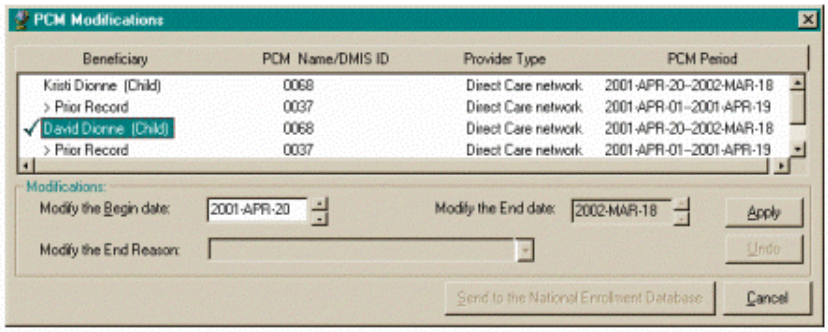
PCM Cancellation



Sample

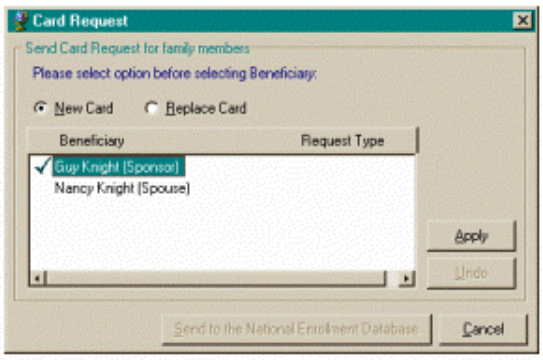
27

PCM Modification



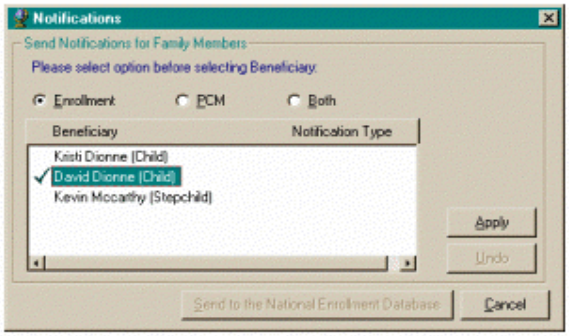
Sample 28

Card Request



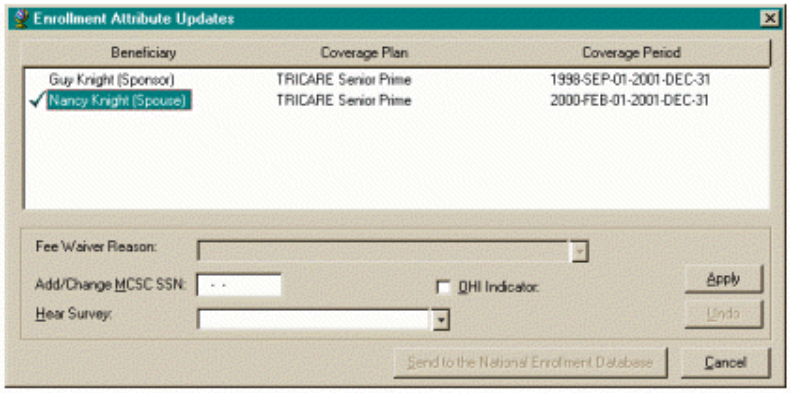
Sample 29

Notifications



Sample 30

Enrollment Attribute Updates



Sample 31

PCM Assignment

- Two Screens:
  - PCM Assignment
  - PCM Lookup
- Used In the Following Functions:
  - Enrollment
  - Transfer Enrollment
  - PCM Change
  - PCM Cancellation

32

DMIS Id Assignment for Enrollment with Direct Care* Network PCM

When user selects the Direct Care Network, DOES will display all Military Treatment Facility (MTF)-designated DMIS Ids/ DMIS Facility Names. The user must select the appropriate DMIS Id/DMIS Facility Name.

Optionally, the user may enter the enrollee's PCM Preference as free-form text (80 characters).

*Only MCSC and OCONUS users will have this option.

33

DMIS Id Assignment for Enrollment with Civilian* Network PCM

Regions 1, 2 and 5:

DOES will display all MCSC-designated DMIS Ids/DMIS Facility Names within the PCM Region Code. The user must select the appropriate DMIS Id/DMIS Facility Name before assigning the PCM.

All other regions:

DOES will assign the DMIS Id as follows:

- If enrolled in TRICARE Prime Remote, DOES will assign the TPR DMIS Id for the region (e.g., 7903) with the exception that region 7 will be assigned 7908 and Alaska enrollees will be assigned 7916
- If enrolled in other TRICARE plans, DOES will assign the TSCPCM DMIS Id for the region

*Only MCSC users will have this option.

34

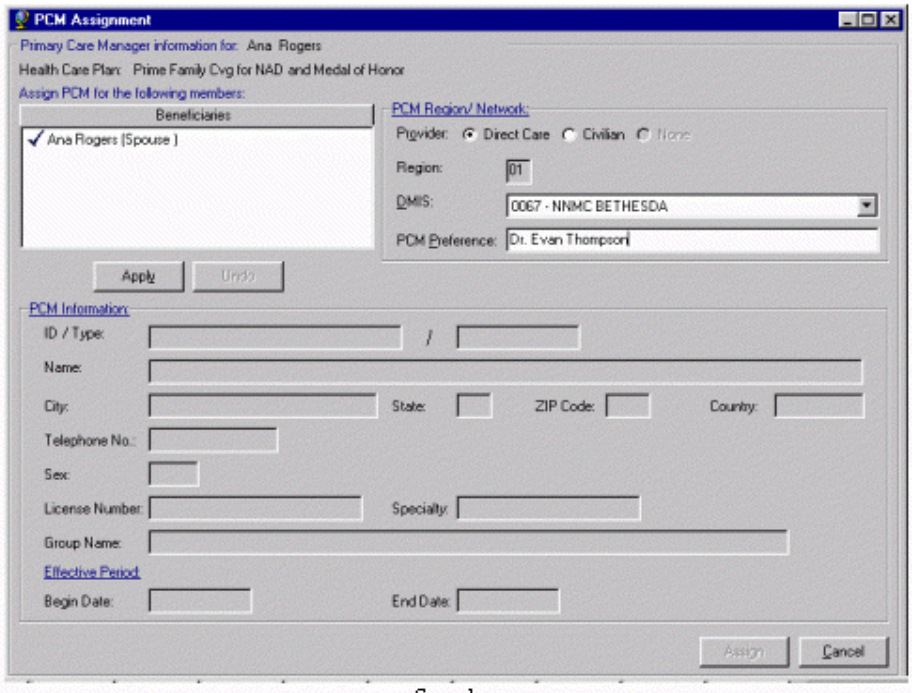
DMIS Id Assignment for Enrollment with USFHP* Network PCM

When user selects the USHFP Network, DOES will display all USFHP-designated DMIS Ids/DMIS Facility Names. The user must select the appropriate DMIS Id/DMIS Facility Name.

*Only Designated Provider users will have this option.

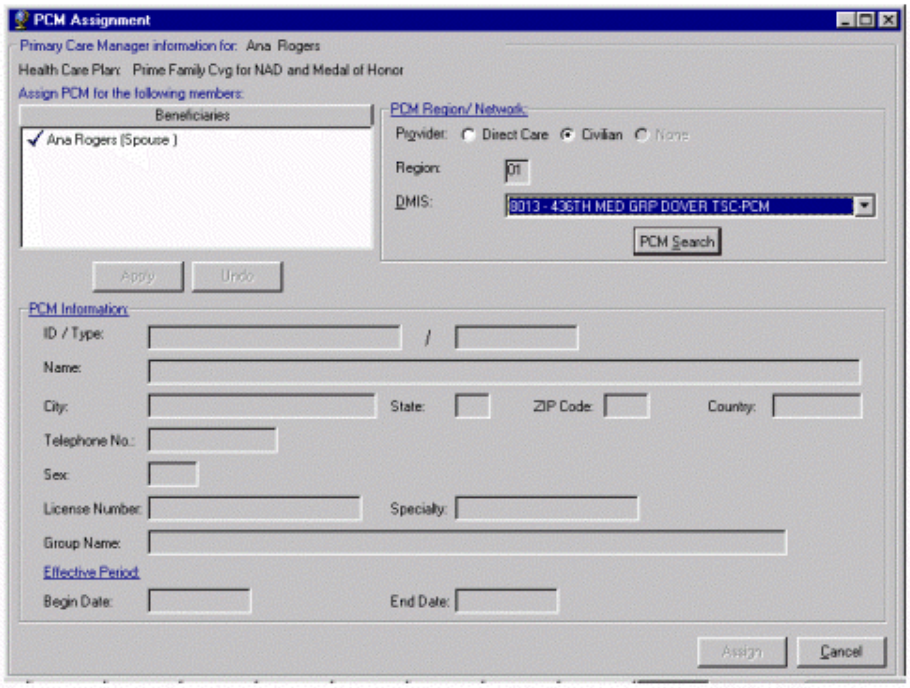
35

PCM Assignment - Direct Care



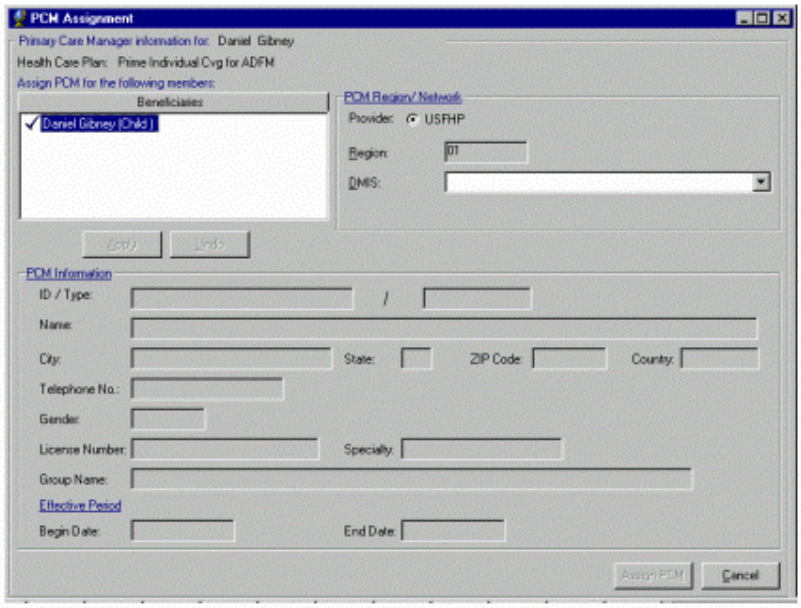
Sample 36

PCM Assignment - Civilian



Sample 37

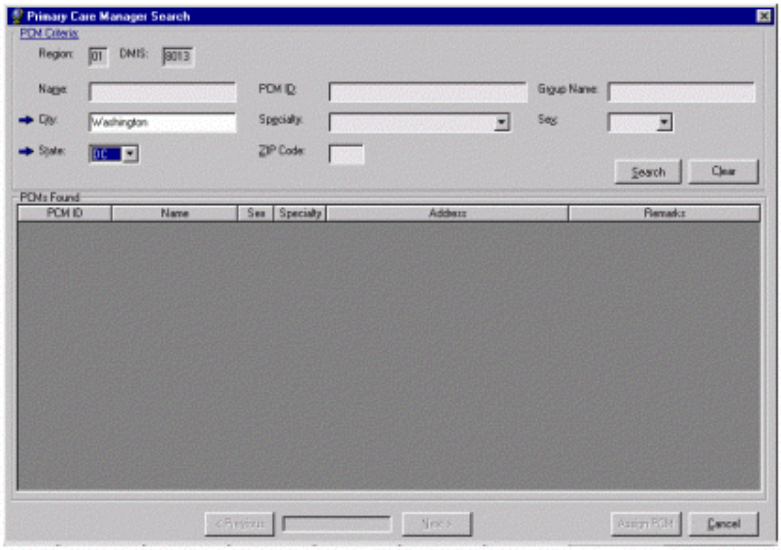
PCM Assignment - USFHP



Sample

38

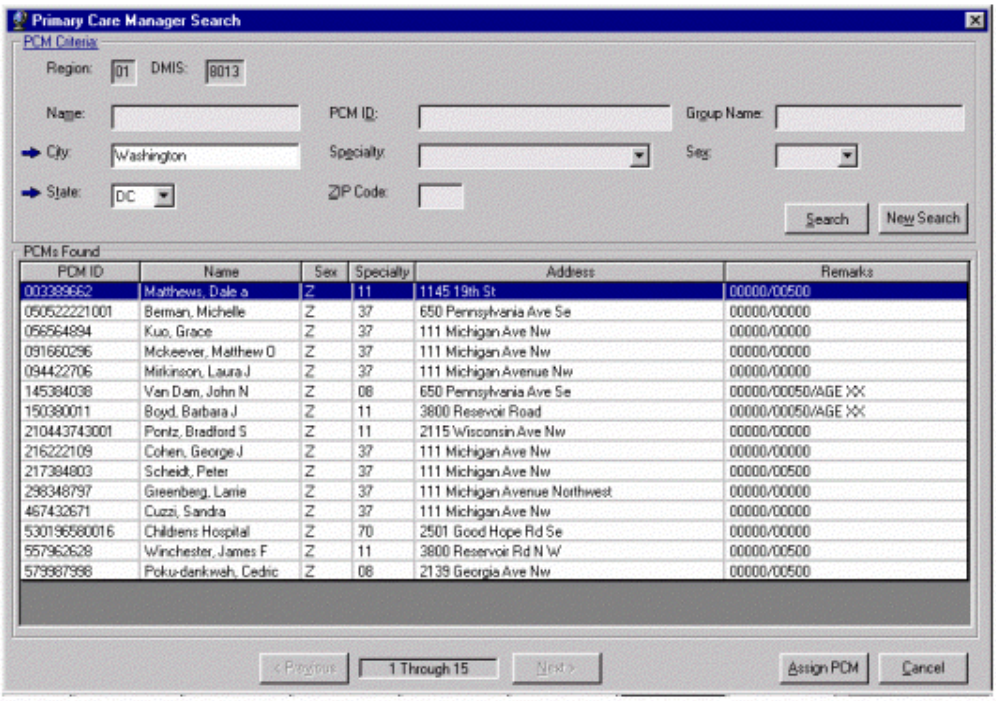
PCM Search Screen



See IOD for possible search combinations

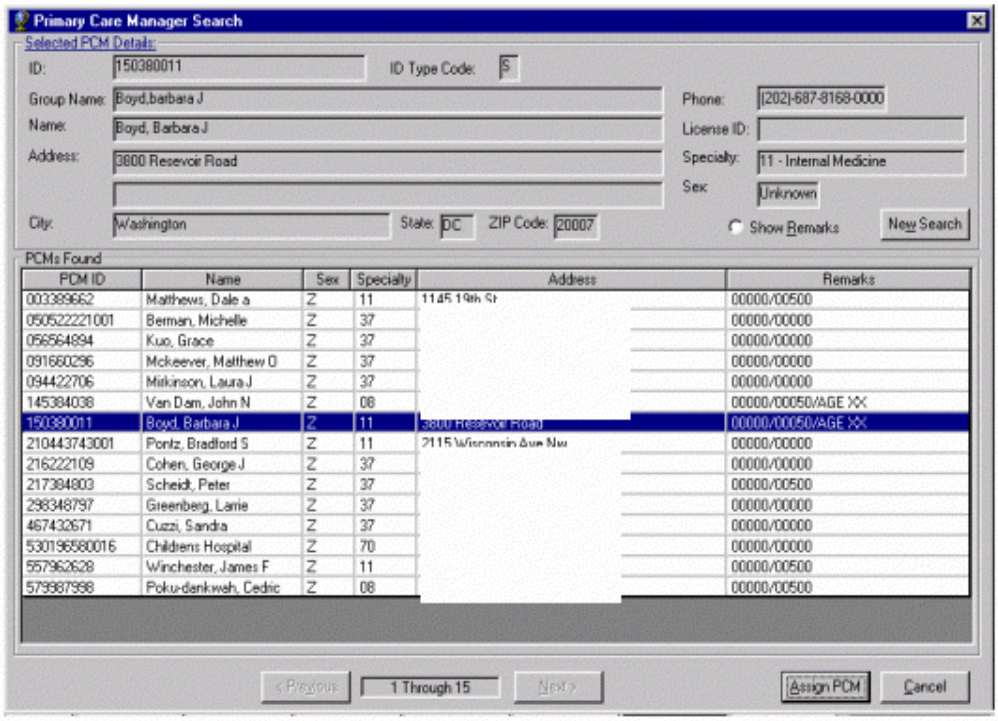
Sample 39

PCM Search Screen - Results

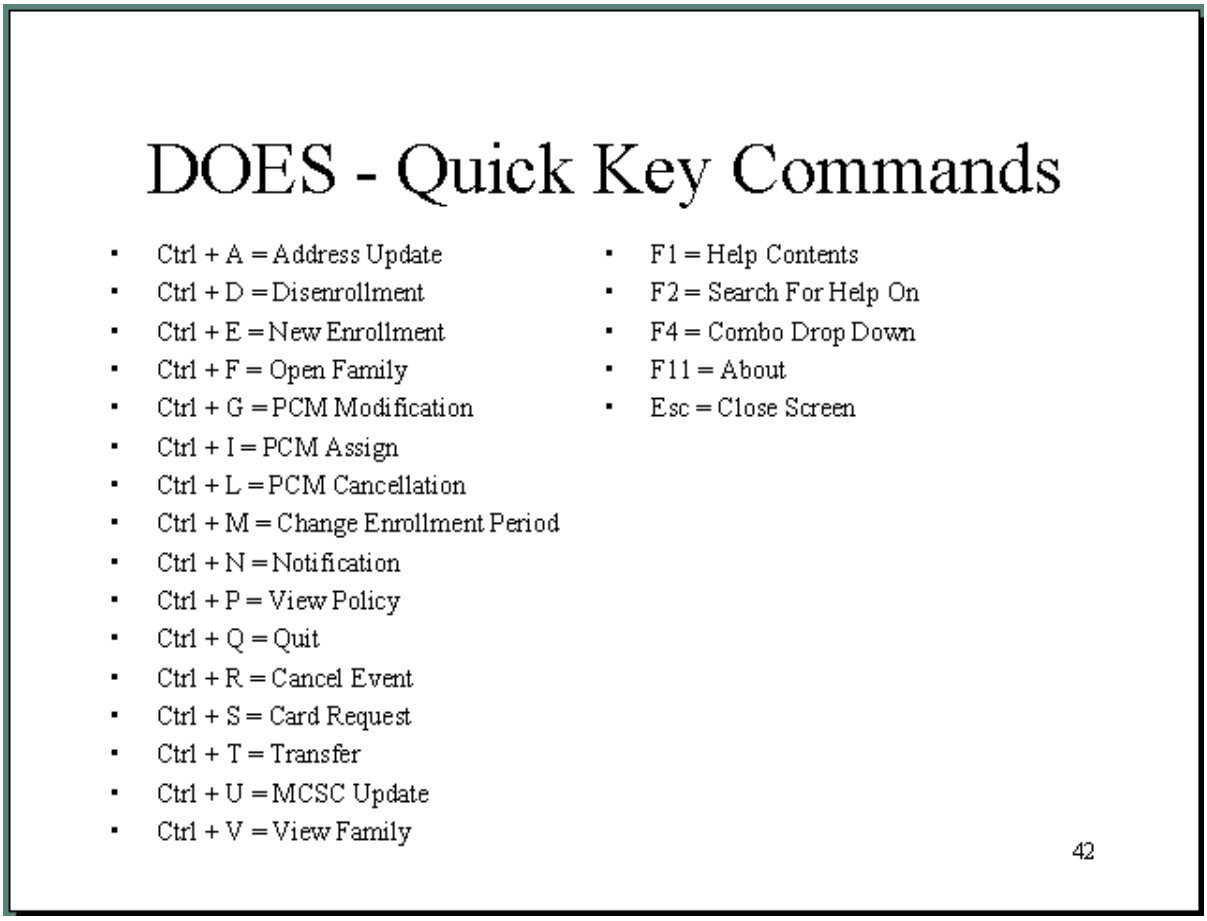


Sample 40

PCM Assignment



Sample 41


DOES - Quick Key Commands
Ctrl + A = Address Update
Ctrl + D = Disenrollment
Ctrl + E = New Enrollment
Ctrl + F = Open Family
Ctrl + G = PCM Modification
Ctrl + I = PCM Assign
Ctrl + L = PCM Cancellation
Ctrl + M = Change Enrollment Period
Ctrl + N = Notification
Ctrl + P = View Policy
Ctrl + Q = Quit
Ctrl + R = Cancel Event
Ctrl + S = Card Request
Ctrl + T = Transfer
Ctrl + U = MCSC Update
Ctrl + V = View Family
F1 = Help Contents
F2 = Search For Help On
F4 = Combo Drop Down
F11 = About
Esc = Close Screen
42