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MEDICAL

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- I have sleep apnea. What documentation do I need for it?
- I recently started or stopped taking a prescribed medication or was switched from one medication to another. Is there any problem with that?

GENERAL

Do I need an LOA and to be enrolled in CVS/TASS prior to arrival at IRDO? – Yes for both accounts. IAW the PPG, Contractors who have not been enrolled and verified in CVS/TASS will not be allowed to continue processing through the CRC. This also goes for LOA. 1600 EST is our cutoff for enrollment unless granted an exception well in advance on a case by case basis. These are the basic necessities to process through and be validated for deployment. Without these items, we cannot do anything for your personnel. [Back to top](#)

Is on-post/paid transient housing available at IRDO? – Yes. You can obtain private billeting by calling in advance 812-526-1499 Ext. 1128. Open Bay Barracks are provided at no charge. [Back to top](#)

Is IRDO transitioning to FT Bliss in the near future? If so, when should we start establishing communications with FT Bliss? - No. IRDO's mission has been extended to September 2014 and decisions have not been made regarding full transition. Information on future plans of the program will be relayed to you directly if changes occur. [Back to top](#)

Are there other approved CRC locations for contractors? - All NON LOGCAP contracts are required to process through IRDO for validation. LOGCAP contracts have their own validation platform. Individual Military Augmentees are validated at Fort Bliss Texas. [Back to top](#)

Do we have to fill in all the documents outlined in ANNEX I? - No. ANNEX I has documents outlined for both contractors and DoD personnel. Only fill in the documents that pertain to you as it is just a guideline to help your organization. [Back to top](#)

Does IRDO have a notary office? - Yes. However, the service is limited to current service members, DoD personnel and, retirees only. We have off post locations where notary services are offered at cost. [Back to top](#)

Does IRDO have the ability to house K9s/Military Working Dogs? - Yes. We ask that you coordinate this with us two weeks in advance in order to confirm availability. During the winter (colder) season, our current facilities are not suitable for dogs. In most cases, companies take their dogs with them in off post hotels in order to ensure the animal's comfortable stay without worrying about extreme weather conditions. The closest hotels from IRDO are available in Edinburgh which is less than five miles away from Camp Atterbury's front gate. [Back to top](#)

FLIGHT - MILAIR

Is MILAIR mandatory? – Yes, but only into the CENTCOM AOR. The Principal Assistant Responsible for Contracting (PARC) Policy 12-01 dated October 24th, 2011 mandates this requirement for all contractors deploying to and from the CENTCOM AOR. [Back to top](#)

What does Turn and Burn mean and who does it apply to? - Turn and Burn reservations apply to personnel who have completed deployment validation within the past year and make multiple rotations to the same destination multiple times within this validation period. This allows them to board our MILAIR flight and reserve a ULN for their final destination without going through the full course again. [Back to top](#)

What is the difference between MILAIR and Turn and Burn requests? - Turn and Burn and MILAIR requests accomplish the same goal. Both requests get personnel into our manifest for flight purposes. MILAIR only requests usually imply personnel who have been through IRDO but, have not completed the process and only need to continue and accomplish the rest of it. This eliminates repetitive procedures already completed. [Back to top](#)

Are KUWAIT Visas necessary? Are they required prior to IRDO? Do they only apply to personnel utilizing IRDO's MILAIR program? Are there associated fees with this process? - KUWAIT Visas are required and ALL

personnel will complete this requirement upon arrival to Kuwait at the International Airport. IRDO is not involved in this process but, we do have some guidelines that we disseminate during our MILAIR brief that informs personnel of what to expect once they get to the theater gateway. There are no associated fees in the KUWAIT Visa process unless personnel are originally from Canada in which a small fee is associated upon processing. [Back to top](#)

Are passports required prior to IRDO reporting date? How far in advanced should their passports be valid for IRDO to accept without any concerns regarding their expiration date? - Passports are required especially when they are to depart on the week of their processing. Without a passport, personnel will not be able to depart CONUS. Passports must not be within a year from their expiration date as outlined in the PPG. [Back to top](#)

What are the baggage restrictions for utilizing MILAIR? – It varies depending on what status you’re travelling in:

Contractors: 2 Checked Bags, 1 Carry-on

- 70lb. Weight Restriction Per Checked Bag
- 50lb. Weight Restriction for Carry-On

DoD and DA Civilians/LEP/Linguist: 3 Checked Bags, 1 Carry-on

- 70lb. Weight Restriction Per Bag
- 50lb. Weight Restriction for Carry-On

**No Tough Boxes authorized for baggage check (i.e. Pelican Case, Gorilla Box, Tuff Box etc.).* [Back to top](#)

Who should fill out the ITAR form? Do personnel flying the IRDO MILAIR program need to complete the ITAR? If they fly MILAIR to KUWAIT but, will fly commercial from KUWAIT to their final destination, would they then need the ITAR still? – International Traffic of Arms (ITAR) filing through AES is a requirement in order to comply with DoS import/export regulations. This is an organizational responsibility and is not handled by IRDO. Help and information can be found on the IRDO website on completing this process. [Back to top](#)

Does IRDO handle APACS for deploying personnel or, is that the company’s responsibility? – This is another organizational responsibility if personnel are flying commercial. If personnel are flying MILAIR, there is no need for APACS. [Back to top](#)

Common Access Card - CAC

Does everyone need to get a CAC with “overseas credentials”? - Yes. Please see below excerpts from published policies for reference:

- Joint Publication 4-10 Operational Contract Support (pg. IV-11)
 - (1) Identification Cards. All CAAF are required by international law to be issued a Geneva Conventions ID Card. The military departments are responsible to ensure that CAAF receive a DD Form 489 Geneva Conventions ID Card and/or a CAC prior to beginning deployment to the operational area. Expiration dates on the DD 489 and CAC should correspond to the end date of the contract period of performance. Normally, only replacement cards will be issued in the operational area. For additional guidance, see JP 1-0, Personnel Support to Joint Operations. See DoDI 1000.13, Identification (ID) Cards for Members of the Uniformed

Services, Their Dependents, and Other Eligible Individuals, DoDD 8190.3, Smart Card Technology, and the appropriate Service regulation for more information on issuance of personal identification cards to contractor personnel.

- Personnel Policy Guidelines (PPG): Civilians/Other Personnel.
 - (1) All other personnel will obtain passports prior to arrival at their deployment-processing center and deploy with a passport and DoD CAC. Civilians must have passports and visa(s) if required. Recommend individuals apply for an official passport with a local passport agent prior to arrival at the deployment-processing center. Note that normal-processing time for an official passport is 4-6 weeks.
 - a. General. (1) All military personnel, DoD civilian employees and contractor personnel must be in possession of a valid Common Access Card (CAC) prior to deployment. It is federal policy to verify the identity of all federal employees, contractors, foreign nationals and other categories of personnel prior to granting them access to government information systems and/or long-term physical access to a government installation or facility. Prior to CAC issuance, the NAC (FBI 10 point fingerprint check) must be completed without adverse comment, and the National Agency Check, Local Agency Check and Credit (NACLIC) investigation or equivalent must be initiated. CACs are not to be issued before the fingerprint check results have been completed. [Back to top](#)

PROCEDURES

What are the costs associated with IRDO? - None, as the IRDO mission is direct mission funded through FORSCOM, AMC, NETCOM, MEDCOM, and IMCOM. We provide customers billeting, food and, required transportation during their entire process. The MILAIR flight to their final destination is considered a chartered flight which does not carry an individual cost. The only costs that an individual should anticipate are travel costs (from HoR to IRDO), medical costs off post (if necessary) and, other optional upgrades which aren't reimbursable such as hotel, rental cars, and paid transient housing. [Back to top](#)

Does everyone have to redeploy at IRDO or, can they turn in gear and CAC at different location? – DoD regulation requires personnel to redeploy at the same location that they processed through (if still operational) in order to properly complete and close out their deployment cycle. Exceptions are made on a case by case basis. [Back to top](#)

There has been a name change in one of our personnel's recent marriage. The LOA reflects the change but, other forms of ID are not matching. Will this be a problem? - It is not necessarily an issue with the IRDO process but, the follow on procedures may hinder individual from accomplishing the rest of their deployment process. We suggest carrying supporting documents such as updated ID and marriage certificate in case needed. However, we cannot guarantee that they will not face any obstacles with their recent name change. [Back to top](#)

How does the "17 days or less" policy work? - The "17 Days or less" policy applies to deploying personnel who will be in theater for less than 18 days and will only deploy once. The policy only indicates exception to CRC. They must still comply with deployment validation requirements such as medical, administrative and, training requirements. The DA Form 7425 must be signed by the organization's immediate General Officer but, it can be delegated to the next GS15 or O6 in command. [Back to top](#)

How many personnel can IRDO process? - IRDO currently has no limitation on class size. [Back to top](#)

How does the "DA/DoD Civilian Expedited Process" work? - The expedited process only applies to DA/DoD personnel who have completed SRP/CRC within the past year and turns the IRDO process into 3-days instead of six. They can use the same validation and send it forward to IRDO for review, preferably two weeks ahead of time, and

verification that documents are still valid. They must still meet deployment validation requirements such as TSIRTs, MOD 12 standards and, other training requirements in order to qualify. This allows personnel to go through the full course in an efficient manner avoiding many stops so long as their documents are deemed valid. Participants of this process must understand that if any issue arises during this process, they may be subjected to resolve it which may also result into a delayed deployment. We will do our best to notify participants (their sponsoring command) ahead of time if we feel that hindrance in the process has been detected. [Back to top](#)

If in the past, revalidation was required after a year and, returning to IRDO was the only option. Is this still in effect? - Personnel can revalidate in theater and no longer have to revalidate through IRDO unless preferred by individual organizations. However, after their IRDO validation period, we are no longer responsible for tracking their deployment requirement compliance. The responsibility then falls to the organization and theater of operation to support. The DA form 7425 needs signed by the supported organizations immediate O5 or GS-14 in command overseas. IRDO can review any documentation as requested to ensure compliance is still met. [Back to top](#)

If we revalidate our personnel using OCONUS resources, are we required to report it to IRDO? - Not necessarily. We ask that DA form 7425 be sent to our mailbox for our records if utilizing our MILAIR program is foreseen. This will alleviate any confusion if they try to utilize Turn and Burn option. [Back to top](#)

If someone went through another CRC location within the past year, are they eligible for Turn and Burn? - Yes. Coordination is essential to this request. We ask that documents are sent forward to our mailbox for verification. We will respond with approval or further guidance. [Back to top](#)

We have individuals that cannot book a flight that will meet IRDO reporting timeline. Should we reschedule or, can they arrive late with early notification? - A few options are available. They can arrive as early as Friday night in order to arrive promptly or, reschedule for another class week where they can arrive in a timely manner. In a case by case basis, early notifications of expected late arrival may be considered. [Back to top](#)

We have personnel whom we expect to have an LOA by Monday. Can we send them forward or should we reschedule? - We highly suggest to reschedule any personnel who may have LOA or TASS issues after 1600 hours on Sundays. The risk of not having an LOA or enrolled/verified in TASS may result in enrollment denial and the person(s) dismissed from Camp Atterbury. [Back to top](#)

If they get dropped from the course, do they have to go home or, can they stay at IRDO? - We can accommodate personnel for two weeks without any costs (person must have an LOA). Should they stay and use this option, we will do our best to set them up for success in order to have a lighter week when they actually go through the process. [Back to top](#)

Is deployment validation required for all deploying personnel or, is it only required for CENTCOM deployments? - All personnel deploying OCONUS are required to comply with deployment validation requirements. IRDO has deployed personnel going to AFRICOM, PACOM, EUCOM, and SOUTHCOM AORs. [Back to top](#)

How should NON-Army sponsored personnel prepare for IRDO? What are the major concerns for individuals that fall in this category? Can IRDO personnel sponsor such individuals? - Not having an Army sponsorship usually hinders personnel from completing ISOPREP, PHA and TSIRTs. Unfortunately, IRDO cannot sponsor any individual outside of our organization. However, not having an Army sponsor is no longer an issue. ISOPREP and PHA can be accomplished using the "paper form" and, TSIRTs can be approached at a different angle such as our "offline" material and/or, other approved distance learning websites such as Joint Knowledge Online (JKO), DoD Connect and, other military agencies that offer similar material. [Back to top](#)

Can I turn in my gear and CAC at an Army base close to my home? - Any Active Duty Army base will accept Army gear, however to be compliant with Contractor and DoD redeployment policies, you are required to return to the CRC

from where you deployed. Direct coordination on behalf of the individual and organization will have to be done if turned in anywhere else other than IRDO. [Back to top](#)

How many copies of my LOA/1610 do I need to carry? – We recommend you carry at least 10 copies for deployment processing and at least two copies for redeployment processing. [Back to top](#)

How long does it take to process through Camp Atterbury IRDO? – For deployment processing, it is 6 days; Sunday through Friday. For redeployment processing, it is 24-72 hours starting on Sunday. [Back to top](#)

TSIRT

Who dictates the training at IRDO and is it mandatory? - All training requirements are derived from FORSCOM Pre-Deployment Training Guidance ISO Combatant Commands and the DA Personnel Policy Guidance for Overseas Contingency Operations. These are the basic Theater entry requirements and must be completed by ALL personnel prior to deploying overseas no matter the deployment length. [Back to top](#)

We are having trouble accessing online TSIRTs, what is the best way to accomplish those hard to access material? - IRDO does not control any of the TSIRT websites and many require CAC login. The best way to resolve an issue is to contact the pertaining website's helpdesk and request for their assistance. Most training materials are available "offline" in our computer labs for individuals who do not have access to it at all. [Back to top](#)

Are there TSIRT requirements for other Areas of Operation such as AFRICOM or PACOM? If so, where can we find them? - Yes. Each deployment AOR have training requirements outlined in various sources such as FORSCOM Training Guidance, Personnel Policy Guidance and, Foreign Clearance Guidance. We provide an accurate listing in our Annex IV. [Back to top](#)

We cannot access the ISOPREP link, is there a new link or requirement that we need to follow in order to accomplish it? Is ISOPREP required prior to arriving IRDO? - Just recently, the ISOPREP website have limited access for its users. You must be in a .mil or .gov domain/network in order to gain access to their website. If you cannot access it at all, we have an ISOPREP section as part of our process and they can help make sure that this requirement is met. [Back to top](#)

GEAR/EQUIPMENT

Who gets issued military uniforms? - All DoD personnel are allowed to receive military uniforms (DCUs). Their sizing forms must be sent to our CIF office as early as two weeks in advanced in order to receive it in a timely manner. If ACUs or Multi-Cam are required, we need an official Memorandum outlining these requests sent two-weeks in advance for proper ordering. [Back to top](#)

Is Chemical Defense Equipment (CDE) required for deployment? - Yes. Per CHAPTER 10 of the PPG, all personnel traveling to CENTCOM AOR will be issued chemical defense equipment as a minimum. Personnel traveling outside of CENTCOM AOR does not have to comply with this policy. [Back to top](#)

Can issued gear be returned via mail? - No. Any equipment/gear sent to IRDO immediately turns around and shipped back to sender unless direct coordinated with Atterbury CIF for pick-up. [Back to top](#)

Can items be issued and/or returned by "third party" personnel? - This is only allowed on a case by case basis. If reason is deemed valid, the person who signed for the equipment will be responsible for it. The same applies to those who

are receiving on behalf of an individual. The ultimate responsibility will be placed on the person signing for the gear. Our CIF personnel require “third party” issue or turn in to have a memorandum stating why the individual cannot turn in gear on their own. Additionally, LOA and full social are also required for proper issue and/or turn in. [Back to top](#)

Are weapons issued with locks and cases? - Yes. Currently, IRDO issues weapons with locks and cases. Arming packets and other supporting documents are required for such issue. [Back to top](#)

Upon redeployment, if I don't have some of my issued gear when I clear IRDO, what happens? - One of two things can happen. (1.) If the equipment was lost due to theft, lost baggage from airline, fire, etc. Your contracting officer can do a FLIPL which is an investigation of financial liability. You will need police reports, receipts, or any other documentation to prove your claim and not be responsible for lost or damaged items. The equipment will then be removed from your record after your claim is proven. (2.) Lost equipment or equipment that you do not have with you will result in a statement of charges. What this means is that you will have 30 days to gather the equipment and turn it in to your nearest Army Central Issuing Facility (CIF). If you cannot turn in the equipment, you can mail a certified check or money order in to the address that CIF provides you. The equipment will then be taken off of your clothing record. [Back to top](#)

MEDICAL

MEDICAL ADMINISTRATIVE QUESTIONS

Do I have to send in my medical documentation prior to arrival? - NO, But we strongly recommend sending in complete records to be reviewed by our staff for deficiencies, if any, so things can be taken care of at HOR rather than week of class, which could cause delay in deployment. This is a no-cost medical pre-screen by IRDO Staff. [Back to top](#)

Where can I send my records? - FAX : 812-526-1688 or EMAIL: ng.in.inarnng.mbx.cajmtc-irdo-medical@mail.mil
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I went through SRP at (Fill in Blank) and they said I was clear, do I have to go through IRDO. - YES, we will review those records for accuracy and completeness IAW CENTCOM MOD 12 in order to clear individuals for deployment. It is a mandatory requirement to attend a deployment validation program. [Back to top](#)

Does my lab work have to be less than 90 days? - YES, this requirement comes for the Deployment Platform Medical SRC Clinical Site Director to determine/rule out non-deployable medical conditions. [Back to top](#)

How long are Medical Documentations Valid for? –

History/ Physical -DD2808-DD2807 = 1 Year from date of examination

Shots - varies see IRDO ANNEX II

Dental – 2813 1 Year from date of examination

Lab work - 90 days prior to deployment [Back to top](#)

What is MOD 12? - The minimum standards of fitness for deployment to the CENTCOM AOR. [Back to top](#)

How long is my medical validation good for? - 15 months – 90days from validation date to travel to theater. 12 months from “Boots on Ground “date. (per MOD12 – PPG). [Back to top](#)

MEDICAL CONDITION QUESTIONS

I have a doctor's note stating that I should be cleared with my current status/medication/diet etc. Do I still need to have my A1C below 7%? - Yes. Though an evaluation letter from a doctor is great documentation to have, all contractor's most recent A1C results must be less than 7%. Though a waiver can technically be submitted with an A1C greater than 7%, the likelihood of it being approved is *extremely* low due to MOD12 requirements/guidelines. [Back to top](#)

My lipid levels are slightly above the cutoff listed in MOD12/AnnexII, is that a problem? - Though not necessarily disqualifying, the answer depends on a number of factors. First, the degree of deviation from the deployable levels. Second, whether or not the contractor is on any form of medication (i.e. are lipid levels being controlled?). Third, does the individual possess a letter of evaluation from a physician who is treating them or has reviewed all relevant lab/paperwork? These pieces of information will likely be compiled into a waiver, though it does depend on individual circumstances and IRDO medical provider discretion. [Back to top](#)

My weight is greater than 300lbs but my BMI is less than 40. Am I still deployable? - No. In order to be considered deployable from a weight/BMI standpoint, an individual must weight under 300lbs and have a BMI calculated at 39.9 or less (34.9 or less if the individual has a documented co-morbidity). [Back to top](#)

What are considered "comorbidities?" - Diabetes, hypertension (high blood pressure), sleep apnea, unique/specific medical conditions. [Back to top](#)

I have never been diagnosed with diabetes/have never had a problem with high blood sugar in the past. Why am I being considered diabetic by the IRDO medical providers? - According to the American Diabetes Association, an individual with blood glucose of 110+ and, more specifically, a hemoglobin A1C greater than 6.5% can be considered diabetic. These are the guidelines that CENTCOM uses and the requirements are outlined in MOD12. [Back to top](#)

I have deployed with the same or similar condition or have not had a problem with what I seem to have now. Why is it a problem for this deployment but not others? - Every deployment should be viewed as a unique experience, separate and isolated from others. Administrative standards, theater environment, personnel requirements, and individual health status/physiology can and do change every deployment. [Back to top](#)

I have sleep apnea. What documentation do I need for it? - An individual with diagnosed obstructive sleep apnea (OSA) needs:

A recent sleep study within the past year. **The key piece of information the providers look for on the sleep study is the Apnea/Hypopnea Index (AHI) score.

Asymptomatic mild OSA (diagnostic AHI and RDI < 15/hr): Deployable with or without treatment (PAP or otherwise). No waiver required.

Moderate OSA (diagnostic AHI or RDI \geq 15/hr and < 30/hr): No waiver required to deploy if successfully treated (CPAP or otherwise), except to Afghanistan, Iraq or Yemen.

Severe OSA (AHI or RDI \geq 30/hr): Once successfully treated (PAP or otherwise), requires a waiver for deployment to any location in the AOR.

A functional PAP machine (functionality will be checked by a medical provider when going through IRDO medical process).

A backup battery for PAP machine

A 30 day PAP machine usage compliance report that shows the machine is being used for at least 4 hours per night for greater than 70% of nights over the time period.

Complex OSA, central sleep apnea or OSA that requires advanced modes of ventilation such as adaptive servo-ventilation (ASV) or average volume assured pressure support (AVAPS) is generally non-deployable. [Back to top](#)

I recently started or stopped taking a prescribed medication or was switched from one medication to another. Is there any problem with that? - Per MOD12, any individual who has commenced or terminated a medication regimen requires a 90 day stability period on or off that medication. In practice, however, a period of 4-6 weeks tends to suffice. The individual should also provide a letter of evaluation from the prescribing physician stating what the problem is/was that required medication, dosage/treatment plan, medical rationale for starting/stopping the medication, medical opinion of the efficacy of starting/stopping the medication, and medical opinion of whether or not the individual is capable of deploying to an austere environment on/off the medication.

If an individual has been started on or switched to a medication that they were prescribed in the past, that information should be noted by the physician in their letter as it can potentially reduce or eliminate the need for a stability period.

Simply opting to no longer take a medication is not a medically viable option for deployment consideration. The termination of a medication regimen must be determined and cleared by a physician along with a documented stability period. [Back to top](#)

For more details and insight into the IRDO processes and procedures, please reference our website at the following:

[CAMP ATTERBURY IRDO](#)

Be sure to read under the "Helpful Information" tab for Deployment and Redeployment Guidance and also our Pre-Requisite listings to include Medical requirements and an up to date online training checklist. You can also utilize our several joint mailbox accounts to reach our experts in terms of Deployment, Redeployment, MILAIR, and Medical RFIs. [Back to top](#)