

How to Prepare for your Medical Evaluation Board (MEB)

You enter the MEB process when a P3/P4 is entered on Physical Profile DA Form 3349 that is properly signed. You should immediately try to decide whether your goal is to return to duty or be separated.

If your goal is to return to duty, you should continue receiving or seek medical care to improve or resolve your conditions, so you can perform Soldier functional activities listed on DA Form 3349 and your MOS duties. You should also discuss your goal with your Commander in an attempt to obtain a DA Form 7652 Commander's Performance and Functional Statement recommending retention. If you have civilian medical records that show condition improvement, you should obtain a copy to consider presenting to your C&P examiner. If your conditions have improved but you do not have medical records showing improvement, you should consider being examined to develop medical records showing your improvement that can be considered for presentation to your C&P examiner.

If your goal is to be separated, you should ensure you have line-of-duty (LOD) investigations on each injury that may be determined to be unfitting or immediately request the missing line-of-duty investigations. The conditions listed on your Physical Profile DA Form 3349 should have a LOD. When requesting a line-of-duty investigation from your unit, you should provide a sworn statement DA Form 2823 describing the onset of your injury along with a copy of relevant supporting documents such as medical records. Your unit should complete the requested line of duty investigations by "the next Reserve drill." DoDM 1332.18-V2, Enc 4, App 7, August 5, 2014. You should also request your Commander to prepare the DA Form 7652, Section III D. Comment Section listing conditions you would like to have unfitting as preventing you from performing Soldier functional activities and MOS. If you have civilian medical records that show condition severity, you should obtain a copy to consider presenting to your C&P examiner. If your condition have worsened but you do not have medical records showing the worsening, you should consider being examined to develop medical records showing the worsening that you can consider presenting to your C&P examiner.

Regardless of whether your goal is to return to duty or be separated, you should participate in a one hour telephone legal briefing at your earliest opportunity, even before you formally enter the Disability Evaluation System. The briefings are scheduled every:

- Tuesday at 0900 ET (210) 249-4234 Access Code 26089#;
- Wednesday at 2100 ET (210) 249-4234 Access Code 29370#; and
- Thursday at 1500 ET (210) 249-4234, Access Code 15176#.