

Medical Actions (NGGA-PEM)

**NON-DUTY  
RELATED  
PHYSICAL  
EVALUATION  
BOARD  
(NDR-PEB)**

Joint Force Headquarters  
Georgia Army National Guard  
Marietta, GA  
1 October 2022

**UNCLASSIFIED**

## ***SUMMARY of CHANGE***

**SOP**

**Non-Duty Related Physical Evaluation Board (NDR-PEB)**

**This major revision, dated 1 October 2022-**

**o. Removes (para 2-1n).**

Proposed changes, modifications, and/or deletions should be made known GAARNG G-1, HR Plans using GA Form 2028. Your feedback to provide a quality product is always welcome.

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## **Chapter 1 Overview**

### **1-1. Purpose**

The Non-Duty Related Physical Evaluation Board (NDR-PEB) provides guidance for Soldiers who were not on active duty for more than 30 days, or do not have an approved In Line of Duty (ILOD ) for a medical injury, illness, or disease that does not meet medical retention standards in accordance with AR 40-501, Chapter 3. These Soldiers are referred to the NDR-PEB solely for a fitness determination upon their request.

### **1-2. Applicability**

Soldiers that do not meet retention standards, by reason of a non-duty related injury, illness, or disease that request consideration for continued service, may have their case evaluated by a NDR-PEB. Soldiers referred to the non-duty related process as an outcome of MOS Administrative Retention Review (MAR2) evaluation, may waive referral to the Disability Evaluation System (DES) and be separated for medical disqualification provided:

1. The Georgia Army National Guard (GAARNG) Soldier does not have a service obligation.
2. The GAARNG determines that the Soldier's medical condition does not meet medical retention standards.

## Chapter 2 Process Steps

### 2-1 Process Steps.

a. During the Medical Retention Determination Point (MRDP) process, the Soldier can request the NDR-PEB to determine their fitness for continued military service. The Soldier is counseled by the Medical Program Manager (MPM), given the Non-Duty Related Trifold from the Office of Soldiers' Counsel (OSC), and the NDR-PEB Checklist with a 60-day suspense.

b. The Soldier is required to provide the unit with a copy of the signed MRDP counseling packet and NDR-PEB Checklist.

c. The MPM will notify the Major Subordinate Command (MSC) Medical Readiness Noncommissioned Officer (MRNCO) and Case Manager (CM) by email of the Soldier's request to submit a packet to the NDR-PEB and the suspense date for packet submission.

d. The unit and CM will assist the Soldier with collection of the required documents using the NDR-PEB Checklist. Medical documentation must be current (within 60 days) and pertain to the disqualifying medical condition(s).

e. The MPM will follow up with Soldiers within 30 days of election to check the progress of their packet. The follow up communication will be immediately logged into the Medical Electronic Data for Care History and Readiness Tracking (MEDCHART) in the Electronic Case Management module (eCase).

f. If the Soldier has trouble obtaining the required documents for the NDR-PEB checklist, the MPM will aid and advise the Soldier to sign an Authorization for Disclosure of Medical or Dental Information (DA Form 2870). The MPM will exhaust all options at helping the Soldier to include but not limited to calling other states, requesting medical documents, and working with the CM.

g. If the Soldier is actively working to complete an NDR- PEB packet, the Soldier or MRNCO can request a one-time, 30-day extension from the MPM. If all efforts to assist the Soldier with submission of the packet has failed and suspense date is not met, a Non-Compliance Memorandum will be mailed to the Soldier's home of record and a copy of all communications will be forwarded to the Incapacitation Review Board (IRB) for separation approval.

h. The unit will forward the completed packet through S-1 channels to the MRNCO for review, prior to the 60 days suspense. The MRNCO will submit packets to the MPM using [REDACTED] Subject: NDR-PEB, Rank, Last Name, Last Four SSN.

i. The MPM will review the packet for completeness and request the Non-Duty Related Memorandum from the Deputy State Surgeon-Clinical (DSS-C). The DSS-C will forward the packet to the Informal Physical Evaluation Board (IPEB). In accordance with AR 635-40, the Soldier or his/her representative will not be permitted to appear before the IPEB.

j. The board will review the packet and render a finding in the case. The State Verifying Official will forward the Informal Physical Evaluation Board (PEB) Proceedings, (DA Form 199) to the PM. The PM will email the DA Form 199 to the Soldier, unit representative, and MRNCO.

1. The unit will counsel the Soldier on the findings in Section VIII on DA Form 199. The Soldier must select "concur" or "do not concur" with the findings in Section IX of the DA Form 199 and return to the MPM within 6 days. Soldiers that non-concur and request a Formal Physical Evaluation Board (FPEB) may elect to appear before the board at Fort Sam Houston, TX at their own expense.

2. During FPEB proceedings, the Soldier may only be represented by Soldiers' Counsel assigned to perform duties as PEB counsel, from the Judge Advocate General (JAG), private legal counsel retained at their own expense, or from a Veterans Affairs (VA)-accredited representative of a service organization recognized by the Secretary of VA. A waiver by a Soldier of their right to representation by Soldiers' Counsel, must be in writing and the waiver included in the case file as part of the record.

k. If the PEB makes a determination that the disqualifying medical condition(s) could be service connected or In the Line of Duty (ILOD), the PEB will refer the case to the DSS-C for review.

l. Soldiers who are retained by the PEB will receive an updated Physical Profile Record (DA Form 3349) and the waiver code (Y) will be added. If the Soldier is non-retained by the PEB, the MPM will prepare a discharge packet for submission to the G-1. Soldiers will be discharged based on the qualifying years of service on their Retirement Points Accounting Management (RPAM) statement. Medical discharge or medical retirement can be requested up to 30 days after the date of the final PEB determination memorandum.

m. Soldiers may submit a memorandum through their unit to MRNCO requesting removal from the NDR-PEB process and be medically discharged or retired based on their qualifying years of service. The MRNCO will submit the memorandum to the MPM using [REDACTED] Subject: NDR-PEB, Rank, Last Name, Last Four SSN.

**Appendix A**  
**References**

**AR 40-501**

Standards of Medical Fitness, dated 27 June 2019

**AR 40-502**

Medical Readiness, dated 27 June 2019

**AR 635-40**

Disability Evaluation for Retention, Retirement, or Separation, dated 19 January 2017

**DA PAM 635-40**

Procedures for Disability Evaluation for Retention, Retirement, or Separation, dated 12 January 2017

**DODI 1332.18**

Disability Evaluation System, dated 17 May 2018

## **Appendix C Glossary**

### **CM**

Case Manager

### **DES**

Disability Evaluation System

### **DSS-C**

Deputy State Surgeon- Clinical

### **eCase**

Electronic Case Management

### **FPEB**

Formal Physical Evaluation Board

### **ILOD**

In the Line of Duty

### **IPEB**

Informal Physical Evaluation Board

### **IRB**

Incapacitation Review Board

### **JAG**

Judge Advocate General

### **MRNCO**

Medical Readiness NCO

### **MRDP**

Medical Retention Determination Point

### **MPM**

Medical Program Manager

### **MSC**

Major Subordinate Command

### **NDR-PEB**

Non-Duty Related Physical Evaluation Board

### **PEB**

Physical Evaluation Board

### **RPAM**

Retirement Points Accounting Management



**VA**  
Veterans Affairs