



**PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE**

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PDTATAC/dlw

29 March 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP 65-12(I)/CAP 61-12(I) -- Add Time Period for Medical Certification

1. **SYNOPSIS:** Adds language to JFTR, par. U2110-J and JTR, C2110-J specifying the time periods for which medical certification is required.
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by Staff.
4. These changes are scheduled to appear in JFTR change 305, and JTR change 559, dated 1 May 2012.
5. Revisions in this information item are *effective 1 April 2012*.

//Approved//

**W. B. TIRRELL, SR.**

Chief, Policy and Regulations Branch

Attachment:

Rev 1

**Uniformed E-Mail Distribution:**

MAP Members T&T Branch PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO PPC

**Civilian E-Mail Distribution:**

CAP Members T&T Branch PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO CBCA Judges

## JFTR REVISIONS

### U2110-J:

#### J. Medical and Special Needs

1. See APP A, Part 1 for SPECIAL NEEDS definition.

\*2. 'Other than economy/coach' accommodations may be authorized/approved by the 'other than economy/coach' AO due to medical/special needs reasons only if a competent medical authority certifies that a disability/special need exists and, in the case of a medical need, the medical condition necessitates (for a specific time period or on a permanent basis) the accommodations upgrade. Competent medical authority must certify a disability/special need, in writing, every six months. If the disability/special need is a lifelong condition, a certification statement is required every two years.

3. The 'other than economy/coach' AO must be able to determine that, at the time of travel, 'other than economy/coach' accommodations are/were necessary because the traveler is/was so disabled/limited by special needs that other lower-cost economy accommodations (e.g., 'bulk-head' seating, or providing two economy seats) cannot/could not be used to meet the traveler's requirements.

4. An attendant authorized transportation under par. U7250-B or par. U7251-B may be authorized/approved 'other than economy/coach' accommodations only when the attended traveler is authorized 'other than economy/coach' accommodations use and requires attendant services en route.

5. Authority for a family member to use 'other than economy/coach' accommodations due to a disability or special need does not authorize the entire family to use 'other than economy/coach' accommodations. 'Other than economy/coach' authority is limited to the disabled traveler and attendant (if required). See APP A SPECIAL NEEDS definition.

## **JTR REVISIONS**

### **C2110-J:**

#### **J. Medical and Special Needs**

1. See APP A, Part 1 for SPECIAL NEEDS definition.

\*2. 'Other than economy/coach' accommodations may be authorized/approved by the 'other than economy/coach' AO due to medical/special needs reasons only if a competent medical authority certifies that a disability/special need exists and, in the case of a medical need, the medical condition necessitates (for a specific time period or on a permanent basis) the accommodations upgrade. Competent medical authority must certify a disability/special need, in writing, every six months. If the disability/special need is a lifelong condition, a certification statement is required every two years.

3. The 'other than economy/coach' AO must be able to determine that, at the time of travel, 'other than economy/coach' accommodations are/were necessary because the traveler is/was so disabled/limited by special needs that other lower-cost economy accommodations (e.g., 'bulk-head' seating, or providing two economy seats) cannot/could not be used to meet the traveler's requirements.

4. An attendant authorized transportation under par. C7460 may be authorized/approved 'other than economy/coach' accommodations only when the attended traveler is authorized 'other than economy/coach' accommodations use and requires attendant services en route.

5. Authority for a family member to use 'other than economy/coach' accommodations due to a disability or special need does not authorize the entire family to use 'other than economy/coach' accommodations. 'Other than economy/coach' authority is limited to the disabled traveler and attendant (if required). See APP A SPECIAL NEEDS definition.

## **JFTR/JTR REVISIONS**

### **APP H4A:**

#### **\*SECTION A: 'OTHER THAN ECONOMY/COACH' ACCOMMODATIONS FOR A MEDICAL DISABILITY/SPECIAL NEED REASON**

\*It is DoD policy (JFTR, par. U2110-J/JTR, par. C2110-J) that 'other than economy/coach' accommodations, due to a medical disability/special need, be used only when there is no alternative means to accommodate the traveler's condition (e.g., bulkhead, aisle seating, use of two adjoining coach-class seats, etc.). The condition must be certified by competent medical authority (i.e., a licensed medical practitioner) and authorized by the 'other than economy/coach' AO in advance of travel. This requirement is in the JTR and JFTR. A certification validating the medical disability/special need is effective for up to six months or the duration of the medical disability/special need, whichever is shorter. A medical disability/special need described as a lifelong condition requires a certification statement every two years from a physician.

\*A traveler who requests 'other than economy/coach' accommodations due to disability or other special need should request authorization well in advance of anticipated travel to ensure there is sufficient time to obtain required 'other than economy/coach' authorization prior to travel. *If extenuating circumstances or emergency situations prevent advance authorization, the traveler must obtain written approval from the appropriate 'other than economy/coach' AO within 7 days of travel completion. Failure to receive the appropriate authorization/approval for 'other than economy/coach' transportation either before or after travel may result in the traveler being financially liable for costs in excess of the economy/coach-class airfare.*