



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, U. S. ARMY MEDICAL COMMAND
2748 WORTH ROAD
JBSA FORT SAM HOUSTON, TEXAS 78234-6000

OTSG/MEDCOM Policy Memo 16-013

18 MAR 2016

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Expires 18 March 2018

MEMORANDUM FOR Commanders, MEDCOM Major Subordinate Commands

SUBJECT: Warrior Transition Unit Expansion

1. Reference: Army Medical Action Plan, 21 October 2008.
2. Purpose: To establish policy and provide guidance for the expansion and contraction of Warrior Transition Units (WTUs) as the number of Soldiers in Transition (ST) either increases or decreases.
3. Proponent: The proponent for this policy is the Deputy Chief of Staff for Warrior Care and Transition (DCS-WCT).
4. Background: The dynamic nature of deployments and redeployments may cause surges in the numbers of Soldiers at many of the Army's installations. Some surges are minor and can be managed by current cadre within the WTU for a short period of time. Other potential surges may exceed the capability of current cadre and warrant the activation of the expansion company within an affected WTU. Expansion companies exist at all WTU locations except Bethesda and Joint Base San Antonio. Each expansion company is documented on the WTU's Table of Distribution and Allowances (TDA) with 55 requirements and the capacity to manage up to 200 additional STs.
5. Policy: The Triad of Leadership (TOL), (WTU Commander, Health Readiness Platform (HRP) Commander, and Senior Commander), will conduct an analysis of surges or projected surges in population to determine the necessity of activating expansion companies. The analysis will be conducted in coordination with MEDCOM, the affected Regional Health Command (RHC) and the DCS-WCT.
 - a. Activation of any expansion company (provisional unit) will be approved for an initial period of 24 months.
 - b. A request to activate an Expansion Company will be routed from the TOL through the Regional Health Command Commander to HQs, MEDCOM, ATTN: DCS-WTC. If approved by the Commander/TSG, it will be forwarded to HQDA G-3/5/7, DAMO FM to validate the Expansion Company request. When approved, the TOL are collectively responsible for identifying and exhausting all potential sources for the expansion cadre at the installation level. A force structure review will be conducted 9 months after initial

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approval to determine whether the expansion company should be deactivated or permanently added to the WTU TDA with associated authorizations. A copy of the memorandum will be provided to HQ, MEDCOM (Manpower Division) and the Center for Military History (if permanently documented).

c. Upon activation of an expansion company, the TOL will determine the number of additional military cadre required and attach those military personnel to the WTU from resources available on the installation. These military personnel will be attached against a provisionally established expansion TDA that is currently documented for each WTU. For civilian positions, only temporary or term government civilian personnel or contractors may be hired by the HRP Commander based on assessment of the need for additional capabilities to meet the surge requirement. While the activation of an expansion company allows for a maximum resourcing of 55 requirements, Commanders will hire incrementally to provide adequate staffing. Commanders must be cautious not to hire personnel in greater numbers or for longer periods of time than required in order to avoid adverse action among the permanent government work force.

d. If permanent force structure is warranted after the initial 24-month period, HQDA, G-3/7 in coordination with HQ, MEDCOM (Manpower Division), will determine the number of additional cadre required based on population projections generated by the WTU Near Term Population Model. The documented expansion company will be established at the level required to meet the projected growth of the WTU. HQ, MEDCOM (Manpower Division) will publish permanent orders once the new TDA has been approved by HQDA. Once positions are documented, MEDCOM will coordinate with Human Resources Command to assign military personnel. Permanent, Temporary or term government civilian personnel or contractors may also be hired by the WTU Commander based on the approved TDA and an assessment of the need for additional capabilities to meet the anticipated growth requirements. Commanders must avoid hiring personnel in greater numbers or for longer periods of time than required to preclude adverse action among the permanent government workforce.

e. The augmentation WTU documented on the Mobilization TDA of each RHC is another expansion resource available to the TOL. HRP Commanders should familiarize themselves with the capabilities of this unit and consider recommending this capability to the TOL should the need for expansion arise.

FOR THE COMMANDER:


ULDRIC L. FIORE, JR.
Chief of Staff