



**DEPARTMENT OF THE NAVY
 NAVAL EDUCATION AND TRAINING
 SECURITY ASSISTANCE FIELD ACTIVITY
 250 DALLAS STREET, SUITE B
 PENSACOLA, FLORIDA 32508-5269**



BULLETIN NO.: 10-003

26 January 2010

Subject: Billing Information for International Students treated at Military Medical Facilities

Effective Date: Immediately

Bulletin Type:	<input checked="" type="checkbox"/>	ACTION	<input type="checkbox"/>	POLICY	<input type="checkbox"/>	INFORMATION
	<input checked="" type="checkbox"/>	New	<input type="checkbox"/>	Modification	<input type="checkbox"/>	Cancellation

Summary:

To ensure that U.S. military medical treatment facilities are not absorbing the cost of treating International Students, the following attachment is provided. Please provide a copy of the attached two pages and distribute freely to your local base hospital or clinic. This information should be provided to the admitting office as well as the billing office.

AUTHORIZING SIGNATURE:

Maw R Abbate

DISTRIBUTION:

US Navy IMSOs

BILLING PROCEDURES FOR INTERNATIONAL MILITARY STUDENTS AND AUTHORIZED DEPENDENTS AT MILITARY MEDICAL TREATMENT FACILITIES

Before treating international military service members, all military medical treatment facilities **MUST** review and make copies of the international military service member's Invitational Travel Order (ITO).

Block 12a of the ITO will indicate whether or not the International Military Student's dependents are authorized.

Block 12b of the ITO will provide the payment method for medical services (and the billing address of the appropriate embassy, insurance company, etc.).

If block 12b includes the statement that charges "**will be forwarded to the appropriate MILDEP for processing**", then the bill should be mailed (with a copy of the ITO) to:

COMMANDING OFFICER
NETSAFA
ATTN: CODE N8
250 Dallas Street, Suite B
Pensacola, FL 32508-5269

References:

SECNAVINST 4950.4A (JSAT), SECTION V, paragraphs 10-45 through 10-52 and paragraph 10-93

BUMED guidance is provided in NAVMEDCOMINST 6320.31 and BUMED Resource Management Handbook Medical Department U.S. Navy P-5020

If you have any questions, please feel free to contact your local International Military Student Officer (IMSO) _____ at _____.

name *phone no.*

