**SAMPLE HUMS PACKAGE**

Ref: MCO P1000.6G, ACTSMAN

For more information contact:

Mrs. Catherine B. Hill: mail to: Catherine.Hill@USMC.MIL

LCpl Chalfonte Patrick mail to: Chalfonte.Patrick@USMC.MIL

MMEA-86

Commercial: (703) 784-9329/9330

DSN: 278-9329/9330

FAX: (703) 784-9845

1. Contents of the Sample HUMS Package:

 a) Example of the Naval Message that is completed on the day the Marine desiring HUMS is attached at your command.

 b) Command Endorsement.

 c) Marine’s request covering the 15 points listed in the ACTS Manual.

 d) Statement from the attending physician “specifically indicating, in layman’s terms, a definite diagnosis, prognosis, and estimated life expectancy if the illness is life threatening.”

 ***and/or***

 Legal Documentation supporting the Marine’s reason for requesting Humanitarian assistance.

 e) A statement from each family member that cannot provide assistance in this case and who is in the same general vicinity as the Marine that would normally be expected to provide assistance.

 f) Any additional paperwork/statement(s) that you feel support the Marines case.

RTTUZYUW RHFJAGR0001 2300900-UUUU--RHFJSUU.

ZNR UUUUU

R 180900Z AUG 98 ZYB

FM INSP INSTR STF WINDY CITY IL//ADMIN//

TO CMC WASHINGTON DC//**MMEA-86**//

UNCLAS //NO1300//

MSGID/GENADMIN//

**SUBJ/HUMS ATTACHMENT ICO GYSGT D D DOGG EDPI/0369 USMC//**

REF/A/DOC/CMC MIFE/22JUN98//

AMPN/REF A IS ACTSMAN, PARA 1301.8//

POC/YOURNAME/GYSGT/I-I STF WINDY CITY IL/-/

TEL:COMM (555) 867-5309//

RMKS/1. PER THE REF, THE FOL INFO IS PROVIDED:

A. GYSGT D D DOGG 123 45 6789/0369 USMC

B. 3DBN 5THMAR 1STMARDIV MCC V35

C. 980725 - 980817 EMERGENCY LEAVE

D. EAS 20001110

E. ATTACHED 0730, 980818

F. SNM ATTACHED FOR HUMS PTAD DUE TO MOTHERS MEDICAL

CONDITION. COMPLETED HUMS PKG WILL BE FORWARDED TO

MMEA-86 WITHIN 15 DAYS.

BT

#0001

UNITED STATES MARINE CORPS

COMPANY Z

9TH BATTALION, 99TH MARINES

4TH MARINE DIVISION, FMF, USMC

1919 WRONG STREET

WINDY CITY, IL 22034-1234

 1700

 Admin

 1Sep98

FIRST ENDORSEMENT on GySgt D. D. Dogg’s ltr 1700/Admin dtd 31 Aug 98

From: Inspector-Instructor

To: Commandant of the Marine Corps (MMEA-86)

Subj: REQUEST FOR HUMANITARIAN TRANSFER ON GYSGT DEVIL D. DOGG EDPI/0369 USMC

1. Forwarded, recommending approval.

2. Gunnery Sergeant Dogg has been attached to this unit in a PTAD status since 18 August 1998. During this period he has made every possible attempt to alleviate his hardship. This command feels that his situation is long term in nature and we recommend that he be considered for a hardship discharge.

 M. M. BLOOD

UNITED STATES MARINE CORPS

COMPANY Z

9TH BATTALION, 99TH MARINES

4TH MARINE DIVISION, FMF, USMC

1919 WRONG STREET

WINDY CITY, IL 22034-1234

 1700

 Admin

 31Aug98

From: Gunnery Sergeant Devil D. Dogg EDPI/0369 USMC

To: Commandant of the Marine Corps (MMEA-86), Headquarters, U.S. Marine Corps, 2 Navy Annex, Washington, D.C. 20380-1775

Via: (1) Inspector-Instructor, Company Z, 9th Battalion, 99th Marines, 4th Marine Division, Windy City, IL

Subj: REQUEST FOR HUMANITARIAN TRANSFER

Ref: (a) MCO P1000.6F

 (b) Naval Message 180900Z Aug 98

Encl: (1) Statement from Q.U. Ackerly, M.D., Windy City Medical Center dtd 28 August 1998

 (2) Statement from Juan A. Dogg (Brother)

1. Per reference (a), it is requested that I be granted a humanitarian transfer to Inspector Instructor Windy City, IL (MCC ZB3.

2. My Mother and Father were both involved in a serious car accident on 24 July 1998 that has taken the life of my Father and left my mother in serious condition. She required brain surgery in which a small portion of her brain had to be removed in order save her life. As a result of this procedure, she has lost the ability to control many of her bodily functions and will require 24 hour a day care.

3. A transfer to I-I Staff Windy City would allow me to provide care for my Mother and support her now that my Father is gone. I have conducted research at several nursing home/medical facilities but I cannot afford the high prices they ask.

4. At this time I cannot provide an estimated time to resolve this situation. If her situation is not permanent, she will eventually be able to care for herself.

5. In the event that no billet vacancy exists at MCC ZB3, I would accept a transfer to any duty station in the surrounding area that would still allow me to remain close to my Mothers home where I will provide care.

6. The following relative requires my assistance:

 Margeret K. Dogg, 13 Hardluck St, Windy City, IL, 58 Years old.

7. The following relative(s) are listed with the ability/inability to assist with this situation:

 Juan A. Dogg, 24 East Ave, Windy City, IL, Years old.

 Unwilling to provide assistance (See: Encl 2)

8. I have no disciplinary action pending at this time.

9. Attending Physician: Q.U. Ackerly, 5 Rich St, Windy City, IL, Tel: (555) 867-2212.

10. I have no prior HUMS requests.

11. If my request for transfer cannot be granted, I will not accept a hardship discharge.

12. A statement from the attending physician (Q.U. Ackerly) is enclosed (See: Encl 1).

13. My situation does not involve single parent hood.

14. N/A

15. I intend to reenlist at the end of my current contract.

 D. D. DOGG

MEDICAL CENTER OF WINDY CITY  **

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26 August 1998

RE: M. DOGG

DMR# 11234

To the Commandant of the Marine Corps:

Please be advised that my patient, Mrs. Dogg, is recovering from brain surgery following the trauma she suffered from the car accident that occurred in July 1998. Her current condition is so severe that she will require 24 hour a day care and supervision.

If I can be of any further assistance feel free to contact me.

Sincerely,

Q. U. Ackerly, M.D.

Windy City Medical Center

To whom it may concern:

 My name is Juan A. Dogg and I am writing this letter at the request of my older brother Devil D. Dogg who is a Gunnery Sergeant in the United States Marine Corps. I understand the seriousness of my Mothers situation, but following the death of my Father from the same car accident, which has hurt my Mother so bad I have been unable to cope with life in general and have been seeing a psychiatrist on a weekly basis. At my doctor’s request, I cannot associate with my Mother at this time or it could have a serious effect on me.

 I regret that I cannot provide assistance, but now my brother is the only family member alive who can help my Mother.

 Thank you for your time.

Juan A. Dogg