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AFRH
#580
3700 N. Capitol St. NW
Washington, DC 20011-8400
Fax: 202-541-7508
Email: AFRH.FOIA@afrh.gov

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Armed Forces Retirement Home
3700 North Capitol Street, NW
P.O. Box 580
Washington, DC 20011-8400

13 SEP 2013

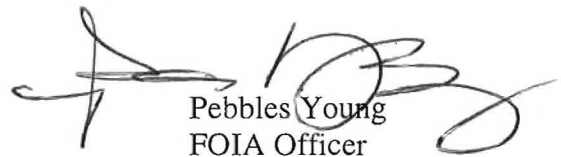
Re: Freedom of Information Act Request #: 13-13

This letter is in response to your Freedom of Information Act (FOIA) request dated 21 August 2013, in which you requested a copy of the master listing of AFRH Directives, AFRH Notices, and Fact Sheets of the Armed Forces Retirement Home.

We have located the responsive records. You are granted full access to that record, and a copy is enclosed of the list of notices and directives, however, the Fact Sheets can be found at the following web address <https://www.afrh.gov/afrh/about/about.htm>. The cost to process your request is less than \$20.00; therefore, the fee is waived.

Your request is now completed. If you have any questions, you may contact me at 202-541-7554 or by email at afrh.foia@afrh.gov.

Sincerely,



Pebbles Young
FOIA Officer

Enclosure

August 14, 2012 Update

**AFRH AGENCY POLICY STATEMENTS, NOTICES AND DIRECTIVES
INDEX**

POLICY STATEMENTS (Policy Statement are updated annually by the COO
with the most current version posted on primary
Bulletin Boards within each facility.)

2011 Policy Statement --AFRH Policy Regarding Diversity	Sep 27, 11
2011 Policy Statement – Acceptance of Gifts	Sep 21, 11
2011 Policy Statement – Equal Employment Opportunity	Sep 21, 11
2011 Policy Statement – Prevention of Sexual Harassment	Sep 21, 11
2011 Policy Statement – Prevention of Workplace Violence	Sep 27, 11
2011 Policy Statement – Suicide Prevention Program	Sep 21, 11

NOTICES

09-12	AFRH Non-Appropriated Fund (NAF) Purchase Card Program	Sep 11, 09
10--3	Implementation of CARF/CCAC Consultation Recommendations	Oct 28, 10
12-01	AFRH Washington, DC, Area Dismissal and/or Closure Procedures	Jan 10, 12
12-02	AFRH “Hard to Fill” Resident Stipend Pilot program Positions	Jan 6, 12
12-03	AFRH Non-Resident Meal Costs for Calendar Year 2012	Jan 6, 12
12-04	AFRH Records Management Program	Mar 7, 12
12-05	Change Notification for Organizational Changes Enacted by NDAA 2012	Feb 23, 12
12-06	Legal Support Provided to the AFRH COO	Jun 28, 12
12-07	Providing Assistance to AFRH Displaced Residents	Jul 11, 12
12-08	AFRH Resident Complaints Processing	Jul 11, 12
12-09	AFRH Equal Employment Opportunity Program	Jul 10, 12
12-10	AFRH Person Centered Care	Draft (Final Coord.)
12-11	AFRH Medical Credentialing and Privileging	Jul 30, 12
12-12	AFRH Medical Staff Bylaws, Rules and Regulations	Jul 30, 12

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AGENCY DIRECTIVES (Remain in effect until formally cancelled.)

SECTION 1 - ADMINISTRATION

1-1	AFRH Organization and Management	Draft Status (Being Devel.)
1-2	White House/Congressional/Special Interest/Media Inquiries	Sep 5, 06
1-3	AFRH Incident Reporting	May 19, 08
1-4	AFRH Freedom of Information Act Program	Aug 27, 09
1-5	AFRH Privacy Act	Jul 29, 09
1-6	----	
1-7	AFRH Key Control and Replacement Program	Jan 14, 08
1-8A	AFRH Smoking Policy	May 11, 11
1-9	AFRH Inspector General Program	Jun 2, 09
1-10	AFRH Ethics Program	Jul 2, 12
1-11A	AFRH Internal Controls	Jun 28, 12
1-12	-----	
1-13	AFRH Advisory Council	Jun 19, 12

**SECTION 2 –
(Being developed)**

SECTION 3 – FINANCE/CONTRACTING/PROCUREMENT

3-1	AFRH Financial Management	Jul 18 12
3-2	AFRH Non-Expendable Personal Property Management (being updated)	Jul 12, 05
3-3B	Resident Fees	Sep 21, 11
3-4	AFRH Resident Fund	Aug 31, 09
3-5	AFRH Stipend Program	Aug 31, 09
3-6	AFRH Quarters Rentals	Apr 15, 09
3-7	-----	
3-8	AFRH Property and Casualty Claims Program	Jun 4, 10

SECTION 4 – HUMAN RESOURCES

4-1	AFRH Human Resources Program	Jul 7, 08
4-2	AFRH Merit Promotion Plan	Aug 29, 06
4-3	AFRH Career Transition Assistance Plan (CTAP)	Aug 29, 06
4-5A	AFRH Hours of Work	Jul 11, 12
4-6	AFRH Training and Development	Sep 15, 09
4-7A	Disciplinary, Adverse and Other Actions	Nov 17, 08
4-8	Recruitment, Relocation and Retention Incentives	Dec 15, 09
4-9	Medical Qualification Determinations	Sep 14, 07
4-10A	AFRH Excepted Service Employment	May 29, 12
4-11	----	
4-12	AFRH Early Dispute Resolution	Oct 30, 09

August 14, 2012 Update

4-13	AFRH Performance Management System	Mar 8, 10
4-14	AFRH Reasonable Accommodation Program	Sep 19, 09
4-15	AFRH Incentive Awards	Nov 19, 09
4-16	AFRH SES Performance Management System	Dec 30, 10
4-17	AFRH Category Rating Evaluations for Competitive Examining	Sep 10, 10
4-18	AFRH Administrative Grievance Procedures	Sep 10, 10
4-20	AFRH Position Management Board	Dec 21, 10
4-21	AFRH Drug-Free Workplace Program	Aug 12, 11
4-22	Implementation of Title 38 Authorities	Jun 19, 12

SECTION 5 – SECURITY

5-2A	AFRH Security Program	Jul 9, 12
5-3	Common Identification Standard for AFRH Employees and Contractors	Mar 8, 12

SECTION 6 - INFORMATION TECHNOLOGY

6-2A	Information Security (Information Security Manual)	Jul 11, 12
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SECTION 7- SAFETY

7-3A	Powered Mobility Devices	Apr 26, 11
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SECTION 8 - RESIDENT AFFAIRS

8-2	Medical Insurance Requirements for AFRH Residents (8-2A version being prepared)	Apr 10, 07
8-3	Dining Services	Sep 5, 06
8-4A	Resident Guide	Jul 20, 12
8-5B	AFRH Admissions (8-5C version being prepared)	Jan 31, 12
8-7	AFRH Recreation Services	Sep 18, 06
8-8	AFRH Estates	Sep 2, 08
8-9A	AFRH Resident Eligibility Prioritization Plan	Sep 10, 10
8-11	AFRH HomeFree Program	Jun 2, 08
8-12	Resident Advisory Councils (8-12A version being prepared)	Jun 15, 09
8-13	Incapable of Earning a Livelihood	Jul 3, 12
8-14	AFRH Voluntary Inter-Facility Room Exchange Program	Jun 19, 12

SECTION 9 – HEALTHCARE (Being developed)

9-5	Pain Management	Apr 12, 12
9-6	Suicide Prevention Program	Jul 11, 12
9-8	Tuberculosis Prevention	Draft Status

AFRH FACT SHEETS

<u>Number</u>	<u>Subject</u>	<u>Date</u>
1	Rumors, Inaccuracies and Incomplete Information	Jul 14, 03
2	AFRH-Washington Comparison of Services	Jul 14, 03
3	Cost Savings and Revenue Generating Plan for the AFRH-Washington Campus	Jul 14, 03
4	Resident Fees	Aug 3, 03
5	AFRH-Washington Interim Director Named	Aug 11, 03
6	AFRH-Washington's Dental Hygienist Position Filled	Aug 27, 03
7	Parking and Signage	Oct 7, 03
8	AFRH -Washington Healthcare Services	May 31, 05
8A	AFRH-Washington Healthcare Services	Jun 28, 12
9	AFRH Hotline Program	Jun 17, 05
10	Availability of After Hours Non-Emergency Transportation and After Hours Medication at AFRH-Washington	Jul 11, 05
10A	Availability of After Hours Non-Emergency Transportation and After Hours Medication at AFRH-Washington (FS 10A being prepared)	Jun 12, 05
11	Clarification of Leave/Discharge Reentry Policy for AFRH-Gulfport Residents Affected by Hurricane Katrina	Sep 21, 05
12	Arrival of New Director, AFRH-Washington	Sep 27, 05
13	Summary of Final – AFRH: Options for our Future Special Post-Katrina Report to Congress, February 28, 2006	Mar 2, 06
14	Resignation of Mr. Ben Laub, Director, AFRH-Washington	May 24, 07
15	General Accounting Office Report	May 31, 07
16	Planning Session Feedback	Jun 18, 07
17	Determining Admission Priority Categories for the Reopening of AFRH-Gulfport	Jan 8, 08
17A	(Same as 17, above)	Feb 19, 08
17B	(Same as 17/17A, above)	Mar 19, 08
18	Arrival of New Director, AFRH-Washington	Mar 13, 08
19	Gulfport Re-Occupancy Process	Mar 3, 10
20	New Director and Ombudsman for AFRH-Gulfport	Mar 3, 10
21	AFRH Resident Participatory Forums and Communications Tools Used to Keep Residents Informed	Sep 14, 10
22	AFRH-Gulfport Admissions Plan Phase 2: AFRH-Washington Transfers	Sep 14, 10
23	Acceptance of New Position (COO's move to Washington Home) (T. Cox)	Dec 15, 10
24	New AFRH Chief Operating Officer Selected	Sep 26, 11
25	Acceptance of New Position (R. Heath)	Jan 31, 12)
26	Selection of New Gulfport Administrator (C. Dickerson)	June 18, 12