

EXHIBIT G

[Date]

[Addressee]

ADDITIONAL INFORMATION FOR AFDRB APPLICANTS

Below is information you may find useful as you decide what materials to submit to the Air Force Discharge Review Board (AFDRB) in support of your application, as well as additional information regarding resources and your option to retain counsel.

I. Evidence of PTSD, TBI, Other Mental Health Conditions, or Sexual Assault or Sexual Harassment

The AFDRB is required to give “liberal” consideration to applicants seeking discharge status upgrades or changes when their application is based on matters relating to mental health conditions, including Post-Traumatic Stress Disorder (PTSD); Traumatic Brain Injury (TBI); and experiences of sexual harassment and/or sexual assault.

If you have one of these conditions or experiences, you can—and are encouraged to—submit evidence to the AFDRB to support your claim. Evidence can include documentation of a diagnosis, or documentation of or testimony about symptoms or signs of any of these conditions or experiences while in military service, even without a diagnosis. You may include medical records from the Department of Veterans Affairs (VA) or from private medical professionals, such as physicians, clinical psychologists, or psychiatrists who have examined or treated you during or after service. You may also submit signed statements from other people, such as family, peers, doctors, counselors, or service members who served with you, that explain how they know that you had a mental health condition or one or more traumatic experiences in military service, including experiences of sexual assault or sexual harassment, or intimate partner violence that led to PTSD or TBI. In some instances, misconduct, including any misconduct underlying your discharge, may also be evidence of a mental health condition that would receive liberal consideration. Misconduct, including misconduct that underlies your discharge, may also be subject to review for mitigation due to any then-existing mental health conditions. Some misconduct, however, may outweigh any mitigation from mental health conditions.

It is to your benefit to provide this type of evidence. All evidence must be received before your Records Review or Personal Appearance Hearing. If you need more time to submit evidence, you may contact the Board to ask for a reasonable extension.

II. Mental Health Treatment at Department of Veterans Affairs Facilities

Some veterans can receive mental-health treatment and evaluation from the VA, even if they do not have an Honorable service characterization. If you qualify, you may be able to access certain mental-health treatment and evaluation even while your application is pending with the AFDRB, and regardless of the outcome of your application. To access this type of care, you can contact your nearest VA Medical Center or Vet Center or call 866-222-8387. If you have hearing difficulties, please call TTY: 800-877-8339.

III. Finding VA Facilities

To find a VA facility, in-network community care provider, or a Vet Center near you, visit <https://www.va.gov/find-locations/>.

IV. Right to Retain Counsel

An attorney may be able to assist you in identifying additional areas of evidence relevant to your case, to obtain statements in support of your case, and to present your claims and support for relief to the AFDRB in a clear and comprehensive manner.

Numerous state and volunteer legal aid organizations exist and may be available to you based on each program's eligibility guidelines and resource availability. One resource, Stateside Legal, provides a database of legal service organizations that serve members of the military, veterans, and their families as well as other resources. The website is <https://www.statesidelegal.org>. Additionally, visit <https://www.va.gov/vso/> for a directory of Veterans Service Organizations (VSOs), many of which provide representation or assistance to former service members in discharge upgrade cases.

The AFDRB does not endorse any particular legal aid, veteran, or referral organizations and will not be held liable for actions of any third-party organizations in this Notice.

V. Accommodations

You may request reasonable accommodations, including but not limited to accommodations of a physical or mental health disability, from the AFDRB in the application and adjudication process. An example of a reasonable accommodation is an extension of time. You also may request reasonable accommodations during your personal appearance hearing, such as taking short breaks, etc.

VI. Contact Information

If you have questions, you may contact the AFDRB at SAF.MR.DRB.workflow@us.af.mil or [phone number to be inserted after AFDRB moves offices]. If you would like to receive a phone response from the AFDRB instead of a written response, please state such preference to the AFDRB when you contact them.