

Joint Base Elmendorf Richardson Air Force Base
Military & Family Readiness Statement of Understanding

The following information is provided for your review and understanding.

The Military & Family Readiness Center is here to assist you in a variety of ways. M&FRCs help customers prioritize their concerns and needs and assist them in understanding what resources are available to cope with personal and work related circumstances.

The M&FRC respects your right to privacy; however, we do not have Privileged communication. Air Force policy requires M&FRC staff to contact proper authorities about statements made or information disclosed by a customer that pertains to violation or possible violation of the Personnel Reliability Program (AFI 36-2104), the Family Advocacy Program (AFI 40-301) or admission of a crime in violation of the Uniformed Code of Military Justice, federal or state law. Such reports could be used against you in your employment. Examples of mandated reporting to proper authorities include but are not limited to:

1. Communicating a threat to injure or harm yourself or others
2. Communicating threats to damage / destroy government property
3. Abuse or neglect of a child or spouse or other dependent adult

If your supervisor or First Sergeant made an appointment for you, he/she will be notified that you attended the appointment. Except where required by law, matters discussed during M&FRC consultations will not be shared with your supervisor or other personnel unless there is a valid need to know. When someone is seen as a self-referral, squadron personnel are not routinely notified.

You will be asked to provide demographic information, which is electronically stored (and secured). The record contains demographic information, a brief description of your visit(s), and your service plan. Records are maintained for the sole purpose of assisting you the customer.