

# RESERVE HEALTH READINESS PROGRAM

## RHRP SERVICES IN-CLINIC REQUEST FORM – AIR FORCE RESERVE COMMAND

Approval Authority must sign and submit this form to the Reserve Health Readiness Program Office (RHRP)  
30 days prior the event date for maximum efficiency

### SERVICE MEMBER INFORMATION (ALL FIELDS ARE REQUIRED)

Date of Request:	Date of Birth (mm/dd/yy):	Full SSN:
Full Name:		Rank:
Street Address:		Apt. Number:
City:		State:
<i>(Please provide a phone number(s) where the SM can be reached below)</i>		Zip Code:
Phone: ( )	Cell Phone: ( )	Work Phone: ( )

### UNIT POC CONTACT INFORMATION (ALL FIELDS REQUIRED)

Unit POC Name: MSgt Lindsay Estell	Phone: (720) 847-3089	Email: lindsay.estell@us.af.mil
Unit Name: HQ RIO	Event street address: 18420 E. Silver Creek Ave bldg 390, MS 68	
City: Buckley AFB	State: CO	ZIP Code: 80011

### RHRP REQUESTED SERVICES (PLEASE ENTER QUANTITY NEXT TO EACH SERVICE)

DENTAL		IMMUNIZATIONS SERVICES			
QTY	SERVICE	QTY	SERVICE	QTY	SERVICE
	Dental Exam		Globulin Immune		Polio
	2 Bitewings X-Rays		Hepatitis A		Tetanus-Diphtheria
	4 Bitewings X-Rays		Hepatitis B		Twinrix (Hep A & Hep B)
	Panograph X-Rays		Influenza – Intranasal		Yellow Fever
	Periapical X-Rays		Influenza – Injectable		Japanese Encephalitis
PHYSICAL EXAM			Meningococcal (Meningitis)		IPV (Inactive Polio Vaccine)
QTY	SERVICE		PPD (TB Skin Test)		Anthrax (government provided)
	Retention Exam		Pneumococcal(Pneumonia)		Varicella
			MMR		
BLOOD DRAW SERVICES					
QTY	SERVICE				
	G6PD				

### APPROVAL AUTHORITY

(All fields are required and all requests MUST be approved by the appropriate Reserve Region Command)

<b>Service Component:</b> Air Force Reserve Command	<b>Phone:</b> COM 478-327-0941 DSN 497-0941	<b>Email Organizational Box:</b> Afrc.sgp@us.af.mil	<b>ELECTRONIC SIGNATURE</b>
--	---	--	-----------------------------

### CANCELLATION POLICY

Service Members with two (2) unexcused no-shows will have their voucher/order expired and an in-clinic cancellation fee will be assessed.

Service Members has until 24 hours prior to the appointment to reschedule services and no fees will be assessed. Appointments that are scheduled on a Monday or following a holiday must be cancelled by the previous working day.

Service Members are allowed two (2) rescheduling after confirmed initial appointment and after that an in-clinic cancellation fee will be assessed.

SM who refuses services with an approved voucher will have an in-clinic cancellation fee assessed.

- Exceptions:
- o An emergency situation beyond the SM's control (e.g., accident, illness, family emergency, bad weather)