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Plan My Move Booklet for Fort Leavenworth

Overview



Location

Fort Leavenworth, Kansas, where great leaders have served, overlooks the Missouri River, on the border between Kansas and Missouri. Fort Leavenworth is located in the heartland of America near the geographical center of the United States. Its campus setting, open green landscape, and hometown friendliness enhance Fort Leavenworth as a historical landmark. Leavenworth Kansas is considered a high cost of living area, due to the close proximity to Kansas City. The base operator's phone number is 913-684-4021 or DSN 312-552-4021.

History

Fort Leavenworth is the oldest active Army post west of the Mississippi River, and has devoted more than 170 years of service to the nation. Established in 1827, Fort Leavenworth has one of the largest and oldest National Historic Landmark Districts in the Department of the Army. In 1881, Gen. William T. Sherman established the School of Application for Cavalry and Infantry. That school evolved into the U.S. Army Command and General Staff College which is still at Fort Leavenworth. For more information go to the [Fort Leavenworth homepage](#).

Mission

The U.S. Army Combined Arms Center (USA CAC) is located at Fort Leavenworth. CAC is responsible for six core functions: functional training, leader development and education, collective training, doctrine, training support, and lessons learned. In order to accomplish these functions, CAC has five major subordinate organizations all located at Fort Leavenworth: the U.S. Army Command and General Staff College, the Center for Army Lessons Learned, the Combined Arms Doctrine Directorate, the Combined Arms Center-Training, and the TRADOC Program Integration Office-Battle Command.

Population Served

Fort Leavenworth supports approximately 5,383 active duty personnel (all branches), 90 international officers, 5,200 family members, 2,150 Department of the Army civilians, and a large military retiree community. Additionally, Fort Leavenworth provides support services to family members of National Guard and Reserve units in our area.

Base Transportation

Currently, there is no base transportation on this installation.

Sponsorship

For information about sponsorship, please contact the following. For the Battle Command Training Program call 913-684-5924, DSN 312-552-5824. For the 705th Military Police Battalion and U.S. Disciplinary Barracks, call 913-758-5856/5850, DSN 312-552-5856/5850. For the USA CAC call 913-684-3664/1763/7894, DSN 312-552-3664/1763/7894. For the Medical Activity call 913-684-6739, DSN 312-552-6739. Direct additional questions to the Adjutant General at

913-684-2653, DSN 312-552-2653.

You may forward your mail to the local Post Office by using the following address: name and rank, General Delivery, Leavenworth, KS 66048. Check with the Postmaster at 4th Street and Shawnee, downtown Leavenworth about any mail that may have arrived for you.

Temporary Lodging

Fort Leavenworth has a wide variety of lodging facilities to accommodate your individual requirements. Hoge Barracks, which houses the lodging office and Welcome Center, is located off Grant Avenue, approximately 1 mile from the front gate. You may make reservations by calling toll-free 1-800-854-8627 or by calling direct to 913-684-4091, DSN 312-552-4091. PCS and TDY personnel may make reservations up to 30 days in advance. A non-availability statement is required prior to staying in off-post accommodations.

Pets are not currently accepted at the Fort Leavenworth Lodging. There are numerous local hotels who accept pets, such as the Econolodge, Super 8, and America's Best Value.

Relocation Assistance

Newcomer's briefings are offered every day at the Army Community Service (ACS) Center as part of in-processing. We highly encourage family members to attend. We provide information on housing, childcare, education, schools, maps, directions and local community information. Our Lending Closet is fully stocked with basic kitchen essentials free of charge for 30 days. Items such as pots, pans, irons, coffee makers, sleeping mats, linens, tables and chairs and baby items are available. For further information contact the ACS Relocation Readiness Program at 913-684-2800, DSN 312-552-2800.

Critical Installation Information

Tornado season is from April through October, with typical peak season for tornadoes occurring during the months of April, May, and June. However, tornadoes can occur anytime of the year. Tornado information is included in welcome packages and newcomer's information upon arrival.

Sponsorship

Settling into your new location and your new unit takes time. [Plan My Move](#) is designed to assist you with information about your new location. Complimenting Plan My Move each of the military Services has a Sponsorship Program which is very helpful in providing new unit information. Sponsors can make your transition smoother. The purpose of the Sponsorship program is to:

- Provide a sense of belonging
- Ease the transition for inbound service members or civilians and their family members
- Increase productivity
- Reduce culture shock
- Help newcomers make informed decisions
- Cultivate new friendships
- Improve morale

A sponsor is someone from your new unit who is assigned to assist you settling into your new location. You can request a sponsor through your unit, or with help from the Relocation Assistance Program or the Family Center at your new installation.

Your Service will appoint your sponsor in writing. He/she will be the same or close to your rank and the same marital status, if at all possible. This person will be knowledgeable about the local community and the installation; available to assist you and your family for at least two weeks post arrival, and be someone who is positive and outgoing.

A sponsor's duties include:

- Contacting you and your family by letter of introduction or e-mail upon learning of your assignment to the installation.
- Following up with a personal phone call after contact has been made.
- Sending information about the installation/area which you may require, or putting you in touch with the resources on the web and at the installation that provide current, complete and up-to-date information such as those provide by the Relocation Program.
- Answering any questions which you or your family may have, or, again, providing the proper resources to answer those questions.
- Confirm transportation and lodging arrangements.
- Assisting with obtaining a Post Office Box for your mail.
- Meeting you and your family upon arrival.
- Accompanying you to your check in point for the unit.
- Introducing you to the Family Center and lending closet
- Providing essential service locations such as commissary, exchange, gas station, bank.
- Being available when you arrive at your installation to meet you, show you around, and help you through in-processing.

If you have not been assigned a sponsor, or have not been contacted as of yet, request one by contacting your gaining command or unit. If after contacting your new command you find difficulties in obtaining a sponsor, contact your Relocation Assistance Personnel for additional help with your move.

Service specific processes for requesting a Sponsor include:

- **Army and Defense Logistics Agency:** AR 600-8-8 outlines procedures for DA Form 5434, Sponsorship Program Counseling and Information Sheet. Sponsorship is mandatory for first term Soldiers. All Soldiers, private through colonel (excluding those completing advanced individual training (AIT) and those PCSing to long term schools) and civilian employees through grade 15 may participate in the advance arrival sponsorship program. Reactionary Sponsorship is available for individuals arriving at an installation without a sponsor. Contact the gaining unit to request a sponsor.

- **Air Force:** Gaining Unit Commander Support Staff/Military Personnel Element will assign a sponsor upon receipt of assignment notice. Assigned sponsor will then make contact with the inbound member.
- **Navy:** OPNAV INSTRUCTION 1740.3C prescribes procedures regarding Command Sponsor and Indoctrination Programs. This Program is designed to facilitate the adaptation of Sailors and their families into new working and living environments, to minimize the anxiety associated with a Permanent Change of Station (PCS) move, and afford Sailors and their families the greatest opportunity for a successful and productive tour of duty.

Command sponsor and indoctrination responsibilities begin upon receipt of PCS orders and continue until the Sailor has become an integral part of the new command and is fully cognizant of all policies, programs, services, and responsibilities available through the command. Commanding Officers shall establish a Command Indoctrination Program to include the delivery of the Navy Pride and Professionalism training per this instruction. COs should ensure all incoming personnel receive command indoctrination training within 30 days of arrival or within 3 drill weekends.

Enclosures (1) and (2) of OPNAVINST 1740.3C outline responsibilities and provide guidance for these programs. Assistance to local commands regarding the Command Sponsor Program is through the Fleet and Family Support Center (FFSC) Relocation Assistance Program staff.

- **Marine Corps:** Gaining Unit Commander will assign a sponsor on request. Overseas commands should assign a sponsor automatically, however if one is not assigned, send a request to the gaining command. A sample request form is available on our website that can be filled out and sent to the gaining command. See the following [website](#).

Sponsors' responsibilities and abilities to be available will vary from installation to installation, depending upon the priority which the installation and unit commanders give to the program; however, the Services are making the Sponsorship program a priority as research has shown the many benefits of good sponsorship to service, family members and youth.

Youth Sponsorship

The Youth Sponsorship Program depends on the availability of youth who volunteer to become sponsors. The Youth Services topic should explain the Youth Sponsorship program at your new installation, but if it does not answer all of your questions, contact your Relocation Manager to inquire about the program and acquiring a youth sponsor.

Directions to Installation

Directions to Fort Leavenworth

Arriving at Airport

Kansas City International Airport (KCI) is a convenient 20 miles southeast of the post. There are no commercial buses, military buses nor rail service to or from the post. Airport limousine service operates on a 24-hour call basis. Call Rick's Airport Express at (913) 651-4649, (1-800-331-6796) approximately 24 hours in advance to ensure a reservation for transportation to Fort Leavenworth.

Driving from KCI and I-29

From KCI airport terminals follow the signs to I-29 North. Go North on I-29 for approximately 8 miles to Exit 18, Route 92, Platte City Exit. Turn left (West) on Route 92 through Platte City and toward the town of Tracy. After crossing the Platte River follow the sign that points left (West) toward Leavenworth 10 miles. After crossing the Missouri bridge continue on Metropolitan Ave to the Fort Leavenworth Front Gate.

Driving from I-70

From I-70 take the Bonner Springs / Lansing / Leavenworth / KS highway 7 Exit. Go North on Hwy 7 through the city of Lansing to Leavenworth. Continue through Leavenworth on Hwy/4th Street to the intersection of Metropolitan and 4th Street. Turn left (West) and go three blocks to 7th Street. Turn Right (North) into Fort Leavenworth. Upon entering Fort Leavenworth you are on Grant Avenue.

Check-in Procedures

Inprocessing Procedures

At inprocessing you will prepare the necessary documents to update your military pay account and process your PCS travel claims for you and your family members.

Permanent Party Soldiers

Permanent-party soldiers assigned to the Combined Arms Center sign-in and inprocess with Headquarters Command S-1 located in Room 140, Bldg. 198 at 600 Thomas Avenue. Duty hours are Monday, Tuesday, Thursday and Friday 7:30 a.m. to 4:30 p.m. Wednesday 12:00 p.m. to 4:30 p.m. After duty hours, unaccompanied soldiers, E5 and below, sign-in with duty personnel in Bldg. 48 located at the corner of McPherson and McClellan Avenues. Accompanied soldiers and E6 and above report to Hoge Barracks for lodging information, and then report to the S-1 the next duty day. For additional information, call DSN 312-552-7891 or 913-684-7891. After-duty hours contact 913-684-7899.

United States Disciplinary Barracks Personnel

All United States Disciplinary Barracks (USDB) personnel sign in with the S-1 or SDNCO in Bldg 429 at the corner of McPherson and Bluntville Avenues. Call 913-758-5827 for more information.

MEDDAC and DENTAC Personnel

MEDDAC and DENTAC personnel report to the Medical Company orderly room located on the 3rd floor of Munson Army Health Center; phone 913-684-6730/6732. After duty hours personnel should report to the ADO on the 1st floor of the health center; phone 913-684-6000.

Documents Needed to Inprocess

- PCS order with all amendments.
- Leave form, DA 31.
- Permissive TDY approval for house hunting (DA 31) stamped/certified by the Fort Leavenworth Housing Office, (if used).
- Plane tickets; government-issued and or commercially-purchased.
- Lodging receipts and statement on availability of facilities from the Billeting Office if claiming Temporary Lodging Expense (TLE).
- Private Vehicle Shipping Document (DD Form 788) if claiming travel to pick up government-shipped POV at port.
- Copies of all advances received for pay, travel, advance TDY (if TDY en route).
- Receipts for any other claim over \$25.00.
- Advance Pay Certification/Authorization (DD Form 2560) if requesting advance pay. Specialists and below must have their unit commander's approval.
- All DITY paperwork for Transportation if you had a DITY move.

What to do if you get Married Enroute

If you get married before you PCS, you must inform your command and follow the procedures exactly as you are given them. The military will not pay for travel and housing of your spouse if you do not follow proper procedures.

Relocation Assistance

Programs and Services

While moving is always stressful, your stress can be drastically reduced if you take full advantage of the information, education, and personal assistance provided to you by the Relocation Program. This is the place to find answers and get referral to other installation resources as well as assistance with in-transit emergencies. The most important thing you can do to ensure a smooth move is to start planning early using the many Relocation Assistance program services and tools available.

Individual PCS Planning -- Most relocation programs offer one-on-one consultation for anyone needing assistance. In particular those making their first military move, first overseas move, or those with challenging and complex situations such as special needs family members or financial problems should call the Relocation Program for an appointment.

Military Installations and Plan My Move -- For managing and planning your move, use these two DoD sponsored web-based relocation tools with information on over 250 installations worldwide. You can estimate expenses, find the forms necessary for housing and household goods, keep a calendar of events and take other necessary actions to ensure a successful move.

Loan Closet -- Basic household goods items are available to borrow while waiting for your personal property pre-departure or upon arrival. The typical items in stock include: pots and pans, dishes, silverware, irons, ironing boards, portacribs, high chairs, and infant/toddler car seats. Generally, towels and bed linens are not available, so these should be packed in your hold baggage.

Workshops and Briefings -- The classes offered vary from installation to installation but you can generally find classes on buying, selling and renting smart, budgeting and finance, moving with children, general moving preparation and many other moving related topics.

Pre-departure Briefings -- Sometimes called Smooth Move or PCS Briefings, you and your spouse will want to attend for sure. These briefings provide essential information that can prevent you from making uninformed and costly decisions before your move.

Settling-in Services -- These may include welcome wagon services, local area tours with childcare often provided, or basic household items to use until your goods arrive. Overseas arrival services may include introductory language classes and cultural awareness training.

Deployment Support -- The Family Center assists unit family readiness groups and Ombudsman programs during the entire deployment cycle. Support includes services for special needs, classes on deployment preparation, managing finances, helping children adjust, family separation, return and reunion, and information on resources available locally and on-line.

Foreign Born Spouse Support -- Whether your question concerns immigration and naturalization, learning the English language or how to take local transportation, the Relocation Program provides assistance, classes and referrals.

Emergency Assistance -- From time-to-time emergencies occur while moving, the Relocation Program office has the resources to provide emergency financial assistance and referrals.

Transition Assistance -- This is a mandatory program available to assist personnel and family members when they separate from the military. The Relocation Assistance office will establish your individual transition plan and refer you to all the installation and community resources necessary to complete a successful transition.

Installation Specific Information

The Army Community Service (ACS) Relocation Readiness Program (RRP) office is here to help you and your family adjust to Fort Leavenworth and then prepare you for your PCS when its time to leave. The intent of RRP is to minimize the negative effects of frequent relocation on readiness and retention as well as on service members and their families. Experience has shown that if a young family has a successful first move, later moves will be positive as well. No matter how well you planned, emergencies do happen.

We strive to provide you with coordination of base relocation activities, information and services. The RRP office is available to help you avoid some of the many problems you may have to deal with during your move. We can offer help with information on your next assignment to include financial entitlements, programs for Special Needs Families, housing, schools, medical and dental services, employment for spouses and much more. What should you do in case of emergency while you are traveling? First, make sure to hand carry important documents i.e. marriage and birth certificates, passports, immunization records, property and automobile titles and insurance information, citizen papers if any, copies of PCS orders, savings and checking account numbers, household goods documents and medical records are just a few of the many important items to have with you not in storage.

The American Red Cross is always available for emergency aid where ever you might be. Contact the nearest chapter (phone numbers are usually listed in the white pages of local phone books). Keep the phone numbers of your gaining unit and your sponsor with you. The Adjutant General Division provides a full range of transition services to include quarterly and individual transition counseling and Retirement Services.

The Transition Point assists in referral to the Army Career and Alumni Program and the Civilian Personnel Advisory Center for post-military job assistance. Local appointments are available through unit Adjutants. Personnel separating from locations other than Fort Leavenworth may coordinate directly with the Transition Point or Retirement Services Officer for appointment availability. Transitioning personnel should report to the Transition Point/Retirement Services Officer with a finalized Installation Clearance Checklist, Separation/Retirement Orders, leave form, and all service records and documents obtained during installation clearance.

ACS Information and Referral is the place to start for any kind of information. They maintain an extensive resource file for on and off post services. Call for information on community organizations and recreation opportunities for individual and family life activities.

Emergency Assistance

Planning for Emergencies

Plan your trip

Plan ahead to help make emergencies less stressful than they need to be. Map out your journey including planned rest stops for the driver. Don't try to do too much in one day, remember everyone traveling including pets will be under stress during the move.

Important Documents/Hand Carry

Carry important papers, phone numbers and documents with you in a brief case. Carry your automobile insurance phone number and identification number i.e. AAA, USAA, Mobil,etc in case of car repair emergency. Keep your sponsor's phone number handy.

Lodging/Contact Information

Call temporary lodging at the gaining unit to make reservations upon your arrival. If temporary lodging is not available, ask for recommendations and the phone numbers of local motels and call for reservations. You never know when everything may be booked for a convention! Keep track of the towns you have just passed through for emergency location if your vehicle breaks down. If you have a cellular phone, give the number to family members for emergencies.

Army Emergency Relief (AER)

Army Emergency Relief (AER) is managed by ACS in Dickinson Hall on McClellan Ave. AER gives emergency financial assistance to soldiers, retirees and family members. It is an independent, nonprofit organization that offers no-interest loans and grants. AER can help service members from other military components, with the approval of their branch relief organization.

American Red Cross

The Red Cross can assist you in emergencies if you are not near a military installation. The Leavenworth Red Cross can be contacted at 913 682-6222. They also have a toll free number, 1-800-272-7337.

Salvation Army

The Salvation Army may provide assistance for emergencies as you travel from state to state. Most communities have a Post. The Leavenworth Salvation Army can be contacted at 913 682-6523.

Motor Vehicles

Registration & Licensing Requirements

Kansas State law requires you to have sufficient liability insurance and a valid driver's license in order to operate a vehicle. The term "vehicle" generally includes automobiles, motorcycles, vans, trailers and boats regularly parked or garaged overnight. Further, your vehicle must be properly registered. Even though you are in the Military, you may be required to register your vehicle in-state and obtain an in-state license within a few months of moving. Access complete information on insurance, driver's licensing, and where and how to register your vehicle by visiting the [State Department of Motor Vehicles](#) website.

State Laws

You and your passengers must always wear seatbelts while driving, you will be ticketed and issued heavy fines if seatbelts are not secured. State law requires that all children under 7 years of age, 80 pound or 57" in height be properly restrained in child seats. Some states also require younger, smaller children to sit in the back seat.

Motorcycles and their operators are subject to special laws. If you own and operate a motorcycle, you must comply with those laws. Visit the State Department of Motor Vehicles website for more information.

Many States and local jurisdictions have strict laws about the use of cell phones and other digital devices while driving. Research these laws on the State Department of Motor Vehicles website. Tickets will be issued and fines assessed for violating these laws. Play it safe and always use a "hands free" device if you must use a cell phone or other PDA while driving. Hands-free devices must be used while operating a motor vehicle on ALL military installations worldwide.

Registering Vehicles on Base

Vehicle registration is required on Fort Leavenworth. Bring your vehicle registration and proof of insurance to the Provost Marshal Office on McPherson Avenue. Every vehicle must have liability insurance coverage not lower than the minimum prescribed by Kansas law. Keep your car registration and proof of insurance in vehicle at all times.

Base Regulations

Seat Belts -- Seat belts are mandatory for all vehicle occupants. Children under 4 years of age or 40 pounds must be in a car seat.

Motorcycles -- Motorcyclists and moped operators are required to complete an Army-approved motorcycle safety course prior to riding on Army installations. Motorcyclists without a Motorcycle Safety Course Card are subject to ticketing and/or being refused entry to post. Motorcyclists and moped operators are required to wear helmets, eye protection, gloves, long pants, long sleeves, over-the-ankle shoes and reflective vests or clothing.

Bicycles -- Bicycles are not permitted on Grant Avenue. Bicycles can be registered by the Military Police upon request.

Joggers -- Reflective clothing is required for running/jogging during hours of limited visibility. The use of headphones while running/jogging on-post is permitted only when on sidewalks and must be removed when crossing streets. Walkers must also remove headphones when crossing streets. Runners and joggers should use sidewalks whenever possible. Running or jogging is never allowed on Grant Avenue. Bicycles, runners, joggers and pets are not allowed in the National Cemetery.

Loan Closet

Items Available

The Army Community Service (ACS) Loan Closet has items such as: port-a cribs, cots, futons, card tables, chairs, high chairs, car seats, strollers, pots & pans, dishes, silverware, cooking utensils, sheets, towels and blankets.

How to Borrow

The Loan Closet available Monday through Friday from 8:00 a.m. - 4:00 p.m.. Items are available free of charge and can be checked out for up to 30 days. All items must be cleaned and/or laundered when returned to ACS.

Housing - Overview

Government Housing

Application and Eligibility

On-Post family housing is privatized. Frontier Heritage Communities manages the on-post housing. All military personnel assigned to Fort Leavenworth with dependents are eligible to apply for on post housing. You may apply in advance of your arrival by going [on-line](#) or print and fax the application to 913-682-6394.

The service members report date determines position on waiting lists. The only waiting list is for Enlisted Housing due to renovations.

Exceptional Family Member Housing

Frontier Heritage Communities have ADA approved homes and will work to accommodate EFM families.

Single Service Member Housing

Single service members live in the Single Soldier Quarters (SSQ). All E4 and below will be assigned a room. For more information call the SSQ 913 684-4468 or DSN 312 552-4468. Off-post housing has everything from efficiency apartments to single family homes. Prices range from \$300.00 (utilities included) to \$1500.00.

Non-government Housing

Housing Referral Office (HRO) --The HRO is your contact for any problems you may encounter such as discrimination complaints, tenant/landlord disputes, or any questions or problems about off-post housing is the HRO. The HRO will provide you a list of rentals with corresponding locator maps and give you information regarding the communities in which the rentals are located. All renters should carry renters insurance against fire, theft and other damages. The property owner's insurance will cover the property but not the renters personal property.

DoD Automated Housing Referral Network (AHRN) --Visit [AHRN.com](#) or ask at your local housing office to learn about this DoD program that is currently available for most installations. The program allows military members and families to:

- Search listings and pictures of available rentals near military installations
- Find out about shared rentals
- List their own properties for rent to other military families
- List their homes for sale by owner (FSBO) to other military members
- Contact installation housing offices

AHRN is not currently available at all installations but the phased program is adding new installations every month. Check the AHRN [website](#) to see if your next assignment is an AHRN base and check out other features to assist you in your home search.

AHRN is active at this installation. Military members, family members and civilians should still visit the AHRN website if they are outbound. AHRN.com allows military and DoD civilians to search for available rentals on-line, list their property for rent or sale, and receive personal, expert counseling on how to buy or sell smart when buying or selling a home through a [partner to AHRN.com](#).

Rental Options

Leavenworth is considered a high cost of living area due to its proximity to Kansas City. Fort Leavenworth has a large population of Majors and above. The local housing market is geared toward the upper BAH rates. Utilities can run high during winter. Average rental costs for single family homes are \$800.00-\$1500.00 per month. Many personnel live across the state line in Missouri. There is a broad range of rental options in the area.

Purchase Options

Leavenworth and Lansing Kansas has a healthy real estate market. There are many homes being built and many pre-existing homes for sale. The Housing Referral Office offers classes on home-buying and selling. There are plenty of Real

Estate brokerages and Lenders in the area.

Mobile Homes

Fort Leavenworth does not have a mobile home park. There are two mobile home parks in Lansing Kansas.

Housing - Temporary

Temporary Lodging Facility

Hoge Barracks on Grant Ave is the center for Lodging Operations on Fort Leavenworth. Guest Housing on post is intended for families in transit, and for authorized visitors on a space available basis. Reservations may be accepted at least 30 days in advance of the requested date for visiting personnel.

For Soldiers and Families on PCS orders, rates reflect per diem. Maximum length of stay is based on availability. Personnel on orders have priority over visiting personnel. Currently no pets are allowed in lodging, but many local hotels such as Econolodge, Super 8, and America's Best Value allow pets. There are also a number of local kennels in the area. Further information may be obtained by calling lodging at 1-800-854-8627 or 913 684-4091.

Eligibility

Reservations for PCSing personnel require orders. TDY personnel may make reservations at anytime. TDY and PCS personnel have priority over visiting personnel. Distinguished guest (Colonels and above) are accommodated at Otis Hall, Cooke Hall and Thomas Custer House. Their reservations are handled by Executive Services.

Housing - Government

Military Housing

Government family quarters on Fort Leavenworth include multiplexes, duplexes and eightplexes. There are very few single family dwellings. There is no carpeting. Most windows come equipped with shades. All family quarters are unfurnished except for a range and refrigerator. Some permanent party and students' kitchens have a dishwasher and/or garbage disposal. All units have a washer and dryer electric hookup. No gas dryer hookups. 220-volt outlets are installed. All units have air-conditioning and forced air heat/chilled water system. Some units have garages or carports, others do not. Approximate square footage does not include basement or attic area.

Eligibility

All military personnel assigned to Fort Leavenworth with legal dependents residing with them on a permanent basis (180 days required for joint custody situations) are eligible for assignment to on-post family housing.

Availability

The Fort Leavenworth Housing Division manages 1,580 Government-owned, on-post family units. Of these, 399 units are officers quarters, 603 are Command and General Staff College (CGSC) student quarters and 578 are enlisted quarters. There are 20 housing areas and 12 waiting lists for on-post housing.

Waiting time for family quarters may change significantly due to uncontrollable events and summer turnover. Please call Housing for a more realistic waiting period.

Application

You may apply for on-post housing in advance of your arrival at Fort Leavenworth provided you forward all required documents to include Permanent Change of Station (PCS) orders; DA Form 31 (Request and Authority for Leave); DA Form 137 (Installation Clearance Record) and DD1746 (Application for Assignment to Housing). Your eligibility date can be no earlier than your sign-out date from your last permanent duty station, and you must sign-in at this installation before Government quarters can be assigned.

CGSOC Student Family Housing

Student family quarters vary in styles. Quarters information is provided in the CGSC Circular 350-4, which is mailed to all inbound students. If you do not receive your packet, call U.S. Student Division, at the Command and General Staff College at DSN 312-552-7313 or 913-684-7313. Housing office is staffed Mon-Fri 7:30 a.m. - 4:00 p.m. See the Fort Leavenworth Housing website for specific information on student housing.

Single Service Personnel Housing

Fort Leavenworth has only 12 permanent party bachelor housing units (BOQ/SEQ). They include four BOQs located in Meade Apartments and eight SEQs (E7-E9) located in Root Hall. Because there are so few, they are generally kept filled with bonafide bachelors only. Geographic bachelors are assigned only on a space-available basis. Student officers are not eligible for the four BOQs, which are set aside for single permanent party (2LT through COL and Warrant Officers).

Household Goods - Overview

Arranging Household Goods Shipments

As soon as you are alerted to your upcoming PCS move, you can start getting your house and family ready. Clean up and get rid of junk. Hold a yard sale or take serviceable items you no longer need to a thrift shop or donate to charity. Get important family records together in one place. You can even estimate the weight of your household goods before you visit your transportation office to set up the move. If you are going overseas, you should begin to plan what items you will take in your hold baggage, in your household goods shipment and what might need to go into storage. Remember for overseas assignments electricity is different and houses are generally much smaller and cannot handle large furniture.

Set up an appointment with your transportation office as soon as you have a copy of your PCS orders. The earlier you call or visit your transportation office, the greater your chances of moving on the date you desire. The counselors will explain all your PCS move entitlements in detail. Your first decision is whether to have the government move you or whether to move yourself. There are pros and cons to each type of move. Your counselor will answer all of your questions. If you choose a government move, they will book your shipment and let you know the exact dates the movers will come. If you choose to move yourself, the counselor can assist with recommendations and tips on how to do a personal move.

Automobile

The government may ship one Privately Owned Vehicle (POV) at their expense to your new overseas location. This is handled through your transportation office. Remember to discuss your POV needs at your initial counseling session. The shipping contractor has established a [website](#) where you can track the location of your POV through the shipping process.

Shipping Pets

Planning for shipment of your pet includes researching airline requirements and quarantine and restriction laws in your new location. You will need to ask the airlines the requirements for size, weight, number of animals, kennel construction, documentation and season of the year limitations. Occasionally, small pets can be shipped on military flights but availability and regulations are always changing as well as fees. Checking the [SDDC website](#) will provide details on shipping pets.

Many international locations have strict importation laws including extended quarantines and restrictions on breeds or types of animals that can be brought into the country. Carefully research these rules as they could impact your moving schedule. Not only do overseas locations have strict rules but many locations have restrictions on dangerous dogs as well.

Delivery of Household Goods Shipments

It is your responsibility to contact the transportation office as soon as you arrive at your new duty station. Let them know how you can be contacted, phone, mobile phone and e-mail. If you already have new quarters, they will help arrange delivery of your personal property shipments. Otherwise they will arrange for temporary storage until you have permanent housing.

Customer Satisfaction Survey

Once your personal property is delivered, you'll be asked to [rate the customer service](#) you received from the movers. Make sure you take the time to do this. Your feedback will make the process better for everyone.

Claims

If you have any loss or damage to your personal property you may need to file a claim. Use the front of [DD Form 1840/1840R](#) to notify the mover of any loss or damage you find at the time of delivery. If further loss or damage is discovered after the transportation provider departs, use the reverse side of the form, DD Form 1840R. You must **file DD Form 1840/1840R within 70 days of delivery**. Completing and submitting the DD Form 1840/1840R does not constitute filing a claim. A claim is separate and distinct from these forms. Your local personal property office and claims office will give you complete instructions on where and how to file DD Form 1840/1840R and your claim.

Household Goods - Shipping Pets

Boarding

The Fort Leavenworth veterinarian does not board dogs or cats. For horses, there is limited boarding on post and also at Watkins "C" Ranch 20 minutes from post.

For a complete listing of Kennels see white or yellow pages for Leavenworth. The Ft. Leavenworth Vet Services Office also maintains a listing of area kennels. Small pets can be kept in post family quarters. Each family is limited to three dogs and or cats.

Vaccinations, Licensing and Registration

Pets must be registered at the vet clinic within five days after arrival, or during CGSC student installation in-processing. A rabies license tag will serve as your pets licensing, but it is imperative that you have a pet tag with pet name, owners name and current phone number engraved in it. The post vet also has pet implant chips for identification purposes. Dogs and cats must be LEASHED when outside. If walking, immediate clean up is required. Animals wandering loose will be impounded and the owner fined.

Pet Travel

Horse owners should write to the Secretary of the Fort "Hunt Club" to learn requirements for bringing horses to the post, or phone the stables at 913-651-7307. Exotic animals are not allowed in quarters. When transporting pets be sure to check with your local vet about a health certificate for the state you are going to. Many states not only require immunizations, they also require you carry a pet health certificate with you when you enter the state. Vet clinics have many brochures about traveling with various pets and how to make the transition easier on everyone. Pick one up and share it with the family. When transporting your pets via a commercial airline check for restrictions such as: size, weight, or embargoes due to weather conditions.

Quarantine

There are no quarantine requirements at Fort Leavenworth.

Veterinary Service

Fort Leavenworth offers limited Veterinary Services. Clinic hours are on Tuesday and Thursday by appointment only. Appointments can be made by calling 913 684-6510 or DSN 312 552-6510. There are many Veterinarians and Boarding Services in Leavenworth.

Education - General Overview

Public School/DoD Schools

Fort Leavenworth schools are part of the Kansas State Department of Education which boast a fine reputation. All Fort Leavenworth schools are fully accredited by the Kansas State Department of Education and Patton Junior High School is also accredited by the North Central Association Commission on Schools.

There are 3 elementary schools and 1 Junior High school. Children of military personnel who live on-post attend Fort Leavenworth schools for kindergarten through ninth grade. Senior high school students attend Leavenworth Public High School or Immaculata Catholic High School in Leavenworth.

Fort Leavenworth School District 207 provides transportation to all students who live beyond a reasonable walking distance from the school they are attending. The State of Kansas requires a school district to transport those students who reside two and one half miles or more from their attendance center. Fort Leavenworth also provides bus transportation to and from Leavenworth High School for post residents.

The Fort Leavenworth schools meal program is one of only 76 school districts that meet or exceed the recommended Dietary Allowance. Food products served to the children are either baked or steamed, there are no fried foods. The lunch menu is published monthly in the school newsletter. Application forms are available for any one who feels that their family's income qualifies them for the free or reduced lunch program. All of the schools offer a low cost breakfast. Breakfast begins the first day of school and is also available on half days of school when lunch is not served.

School Age Services provide before and after school care for first through sixth graders attending Fort Leavenworth schools. Care is provided at each of the 3 elementary schools. Children participating in this program will be provided age-appropriate recreational, social and developmental activities. For information contact the School Age Services Office at 684-5113.

Fort Leavenworth School District is one of six school districts participating in a Special Education Cooperative. As a part of the Leavenworth County Special Education Cooperative (LCSEC), the children of Fort Leavenworth residents will have access to all programs should a child need them. Programs offered include: Early Childhood Special Education, Learning Disabilities, Speech and Language, Occupational and Physical Therapy, Gifted, Severe Multiple Disabilities, Mental Retardation, Deaf/Hard of Hearing, Visually Impaired, Behavior Disorders, Autism and School Psychology. For more information call 913-727-1755 or ACS/EFMP at 913-684-2800.

Part-Day Preschool Program is available through the Child Development Center on Fort Leavenworth. This program is designed to meet the needs of children ages 3-5. There are morning and afternoon sessions. Contact the CDC for more information at 913-684-9351. There are several preschools in the local area and a Home School support group on Fort Leavenworth.

The District has an established and integrated communications network consisting of fiber-optics and switched Ethernet. All buildings have a satellite system available to send and receive educational programs with laser disc technology to access additional resources in science and math.

The Junior High also has a multi-media presentation theater that seats 250. The multi-media system interfaces with computer, television, laser disc, CD ROM, and has a fully integrated sound system. The seventh grade science department is equipped with a synergistics computer lab for independent learning. Grades 7-9 share in the Life Skills Lab which boast the finest technology available: it includes lasers, wind tunnels, aerodynamics, cooking, sewing, robotics, and much more! This is a must see!

Fort Leavenworth schools offer all day kindergarten at all three of their elementary schools. Parents will have the option of picking up their kindergarten after a half day of school or they can have them enrolled for the full day of kindergarten.

Enrollment

A health assessment, to include updated shot records, must be presented for enrollment for all children under the age of 9 that have not been previously enrolled in Kansas. The health assessment must have been performed by a physician within twelve months of the start of the school year. Junior high students wishing to participate in sports/cheerleading must have a sports physical performed after 1 May 01 for the upcoming school year.

Kansas law for entry into Kindergarten is the age of 5, on or before August 31st of the school year. NO EXCEPTIONS ARE MADE!

A child who will be six years of age on or before August 31 of the school year is eligible for first grade. A child who completed a kindergarten course in Kansas or who attended first grade in another state, maintained by a public school district or by an accredited private, denominational or parochial school is eligible to attend first grade in Kansas, regardless of age.

New students should present grade cards or promotion slips, any special education records, updated immunization records, birth certificates (kindergarten and first grade only), completed physical form if new to Kansas schools and age 8 or younger and their Social Security card on enrollment day.

Kansas eligibility for gifted program placement requires a student to have: 1) A current standardized individual test of intelligence with a composite rank at the 97th percentile or above on national norms, (i.e. WISC III, Stanford-Binet); and 2) A current standardized achievement score with a composite rank at the 95th percentile or above on national norms, (i.e. Iowa Test of Basic Skills); and 3) A current Individualized Education Program (I.E.P) that documents a student has been provided enrichment or acceleration beyond that offered within the regular classroom. All of the above documentation must be brought to enrollment for automatic staffing into the gifted program.

For CGSC students a "Records Request" card will be with your pre-enrollment card for Post Schools ONLY!

For CGSC students, post school information is available during your Inprocessing week at Bell Hall.

Activities

Student activities at Leavenworth High School include: Art Club, Chess Club, Close-Up Club, DARE, Debate, DECA, Drama, Earth Club, Forensics, Forever Mime, German Club, Goodfellows, Hi-Q, Increase the Peace, Internation Club, Junebug, Key Club, Notional Honor Society, IE, Patrot, Peer Mediation, People of Color, Pep Club, ROTC, Ski Club, STELLS, Students Against Driving Drunk, Student Council, Thespians, Future Business Leaders of America, Business Professionals of America.

Leavenworth High School sports activities include for men: football, basketball, track, soccer, cross country, wrestling, swimming, tennis and golf. For women: volleyball, tennis, cross country, basketball, track, soccer, softball, golf and swimming.

Graduation Requirements

Academic Requirements for Graduation: A credit is defined as one full hour of class which meets for a full semester. To earn a diploma from Leavenworth High School, a student must earn a minimum of 46 credits.

Private School

The Leavenworth Catholic School System

Members of the FT Leavenworth community have been attending Xavier Elementary and Immaculata High School for several generations. Military families can enjoy a highly rated academic curriculum that is also able to offer the faith development of religious, moral, and disciplinary values. The Catholic School System is a member of the Military Child Education Coalition (MCEC) and reflects MCEC goals of addressing transition and other educational issues related to the military child.

Xavier Elementary school enjoys a 18 to 1 student-teacher ratio. Average class size at Immaculata is 10 students.

Eighty-nine percent of students who graduate from Catholic high schools nation wide attend college. Over ninety percent of Immaculata students attend college.

Xavier Early Childhood Center offers pre-school (2,3 and 5 day), and kindergarten (half-day and full-day). Xavier Elementary also sponsors before and after school programs at all campuses.

Xavier and Immaculata are diverse: fifteen percent of the population consists of students of faith traditions other than Catholic; nearly 13 percent represent diverse ethnic groups in both schools.

Xavier Elementary School uses Iowa Tests of Basic Skills as the testing/assessment program, because of its focus on National Standards. Xavier students test well into the 80th percentile on the average. The national norm is in the 50th percentile.

Ninety-five percent of Immaculata high school students take the ACT test in comparison to the national average of 36.5 percent. Immaculata High School students exceed the national scoring average for the ACT tests by 3 points on all components. The national average for the composite is 21.0; the Immaculata Class of 2005 had a 23.8 average composite score.

Home Schooling

The Fort Leavenworth Christian Home Educators (FLCHE) are a interdenominational group of civilian and military home schoolers. Their goal is to support, encourage, and learn from each other in a nurturing environment so that they may better educate their children. The parent group for FLCHE is Christian Home Educators Confederation of Kansas (CHECK) which is an association of home school support groups from across the state, that serves as an information clearing house and an advocate for educational freedom in Kansas. FLCHE meets the third Monday of every month at the Main Post Chapel on Fort Leavenworth in the Activities room at 7pm.

Adult Education

Education and Training support is designed for the professional and personal development of soldiers. The Army Education Center is available on a walk-in basis. Fort Leavenworth School District #207, is a public school district with three elementary schools and one junior high school located on the Federal Reservation. Fort Leavenworth schools are considered to be among the best in the state of Kansas. The majority of our students typically score in the 85th percentile or above on standardized tests, and have a variety of educational resources at their disposal. All buildings are air conditioned, have networked PC based computer labs, with computers and printers in every classroom. Each building in the district has a full-time counselor, nurse, music teacher, P.E. teacher, librarian and art teacher. We follow a standard curriculum with current textbooks and strive to provide a well balanced, safe, inviting environment for all students, Kindergarten through grade 9, to meet success. All Fort Leavenworth schools are fully accredited by the Kansas State Department of Education. Patton Junior High School is also accredited by the North Central Association Commission on Schools.

Education - Training (College/Technical)

Continuing Education

The Education Center offers preparatory courses for ACAP or basic skills improvement such as reading, writing and math. Scholarship information is available for active duty and family members for all degree's. Testing Services provide a wide variety of military (AFST, OSB, DLPT, DLAB, etc.) and civilian (CLEP, DSST, Praxis)examination programs.

College

Five colleges provide on-post programs and related services (degree evaluations, advisement, courses, financial aid assistance and enrollment services):

- [Kansas City Kansas Community College](#)
- [Upper Iowa University](#)
- [Central Michigan University](#)
- [Kansas State University](#)
- [Webster University](#)

The Fort Leavenworth Education Center provides, on post, a full range of adult continuing education programs that include college-prep, associate, bachelor and master degree programs. Undergraduate programs include business, management, social science, public administration, law enforcement, and liberal arts. Graduate programs include computer resources and information management, telecommunications, procurement and acquisition management, human resources development, adult and continuing education, and general administration. Counseling for degree and career planning, financial aid information (Veteran's Educational Benefits, tuition assistance, PELL, etc.) and learning resource center services. Army tuition assistance covers 100 percent of tuition cost (not to exceed \$250 per credit hour not to exceed \$4500 per fiscal year) for eligible active-duty soldiers.

The Learning Resource Center offers computer based and video-based college preparatory and college level courses, CLEP-prep, college reference material, and financial aid information, etc.

Library

Army General Libraries - something for everyone! From art and photographic exhibits...to community related programs, Army libraries have something for everyone. Connect to the world via the Internet. Prepare projects/presentations using office software. Search the library's electronic catalog. Log into Army Knowledge Online from home, office, or library to access full-text databases, magazines, newspapers, ebooks and audio books 24/7 anywhere, anytime. Look for jobs and colleges on-line, take college prep tests and CLEP tests on-line. Research academic and military subjects on-line. Plug into eArmyU throughout your library. Attend a popular programming event for fun and intellectual stimulation. Escape through fiction, keep up with current affairs, find military professional reading material, explore your hobby, find a quiet nook to study or to dream, encourage reading in your young child---whether a singular experience or a family affair, it all adds up to a life enriching experience. Evening and weekend hours accommodate your busy schedule at 71 main libraries and 21 branches world-wide.

Military OneSource On-Line Library

Our mobile military members often don't have the resources of a brick and mortar library on hand to provide entertainment, learning or solace. The Online Library provides those resources while the members are in transit or deployed. One-stop shopping for all library resources in print, electronic and downloadable format are available online, 24/7. The library provides recreation, lifelong learning, reference, and career resources for all ages and interests. **All resources including audio and eBooks are free. Resources are available anywhere in the world where there is access to the internet.**

[Military OneSource On-Line Library](#) provides 24/7 access to library materials that include:

- Ability to download free books from thousands of fiction and non-fiction titles, including animated children's books, or request a free paperback or digital Playaway book from Military OneSource.
- Access to data bases to pursue education, research careers, fix cars or home appliances, maintain or remodel apartments or homes, and more.

Education - Local Schools

Choosing the right school for their children is a priority for military families. This article describes excellent resources for your use in planning for your child's educational needs. Parents can find current information about public, charter and private schools by using the tools below:

1. How do I choose a good school?

[Choosing a School for Your Child](#) is a U.S. Department of Education publication that will help families identify what is important in selecting a school.

[The School Visit: What to Look For, What to Ask](#) Whether you are choosing a school for the first time, or because you are in transition, this site will provide you with information about what to do and what to ask.

2. What schools are in my area (or in the area where I may move), and how good are they?

Several high quality commercial tools are available to assist in making decisions about which school to choose for your child. Listed below are these website tools along with information on how you access the information and what type of information each site provides.

Both [Great Schools](#) and [School Matters](#) provide a wealth of information for parents:

- School contact information
- Distance from zip code (provide the installation zip code, or the zip code of the area where you will be living)
- Public, private or charter school designation
- Student/teacher ratios
- Free and reduced school lunch program (an estimate of economic disadvantage)
- Great Schools provides a rating of schools and a parent comment section
- Percentage of students meeting or exceeding the state standards in math, reading and language arts
- Teachers - average number of years teaching experience, % of first year teachers on the staff
- Students: Average percentage of students absent from school for more than 15 days
- Ethnic breakdown and percent of students with English as a second language
- School Matters provides college prep scores (PSAT, SAT, ACT test scores)-for high schools only
- Great Schools also provides parents the ability to rate the schools and make comments on the schools.

For both sites, the user must enter the State and zip code to find schools in the area.

SchoolQuest was developed by the [Military Child Education Coalition](#) to help military families select schools. SchoolQuest also offers an Online Library that provides resources for families in transition. At this time, the SchoolQuest data base covers 99 military installations. The Military Child Education Coalition also provides a [data base of information](#) on each State's educational system.

[The School Report Tool](#) is available from Military OneSource that list names and locations of public, public charter, private, virtual and home schooling choices around major installations. [Charter Schools](#) are nonsectarian public schools of choice that operate with freedom from many of the regulations that apply to traditional public schools. Use this site to find one in your area.

3. How can I help plan for a successful transition in this new school and for my child's school career?

Parents often want to know about the availability of extra curricular activities and sports, or the availability of advanced classes. For these questions, it is best to contact the schools directly. It is important to ask the right questions. The following resources can help with these questions and others.

The [Toolkit for Parents](#) was developed by the Department of Defense, especially for Military Families. This 85 page booklet walks parents through preparing for the move and the first two weeks of school....what to ask, what to take, etc..

The [Military Impacted Association](#) has [checklists](#) available for military kids who are leaving or entering a new school.

The Military Child Education Coalition has a [checklist for transferring students](#) that will be helpful. Additionally, through [SchoolQuest](#), MCEC provides parents with the ability to develop a profile for each of their children, which then will provide them with a report on issues related to transferring to a new school district.

4. Question? What happens if I need help during the school year?

During the school year, there are always questions that parents have, such as "What is the best way to help with homework?" or "What if my child needs to see a counselor because my spouse is deployed?" Military OneSource helps with these questions and has 24/7 access. You can call them at 1-800-342-9647, connect to them at the website [Military OneSource](#), or [e-mail a consultant](#).

Education - Local Schools/Overseas

Overseas Schools -- What You Should Know

Moving your family from one installation to another in the U.S. can be challenging enough; but moving your family overseas presents an even more complex situation. One of the most important challenges can be summed up by this question, "Where are my children going to go to school?"

This article will provide resources to help guide military families through the many questions and decisions regarding local schools abroad.

Where do I start?

Start with the information on your new installation. Visit [Plan My Move](#) and review the installation's Education - Overview article. All of the overseas installations have dedicated a portion of the Education Overview to discussing the education options available in the local community as well as the DoD schools located on the installation, if available. Most installations overseas that allow accompanied family travel have one or more DoD schools.

What is the difference between a DoD school and an international or national school?

[DoDEA](#) is the Department of Defense Education Activity. DoDEA operates DoD schools in 12 foreign countries, Guam and Puerto Rico. All DoDEA schools are fully accredited by U.S. accreditation agencies and maintain high academic standards with well rounded educational programs.

In addition to DoDEA, the [U.S. Department of State's Office of Overseas Schools](#) mission is to promote quality educational opportunities for dependents of American citizens overseas at the elementary and secondary level. If a DoD school is not available on your installation there may be a school in the local community that is an American-Sponsored Elementary and Secondary School.

International schools are English-language schools whereas National schools are schools where courses are taught in the native language. The curriculum and grading system of an International school tends to be similar to the traditional American education system. This is a consideration if your family will be returning to the U.S. prior to your child or children graduating high school. Remember, when choosing a school it is best to try to match the school with your child's needs and expectations.

Where can I find a list of International schools in the country where my family is moving?

The Internet can be an excellent resource for finding International Schools overseas. You can find a complete directory of overseas schools on the [International Schools Services' website](#).

In addition, the [World Wide Schools](#) website is an excellent resource. From the homepage you can select the country. Once you have done this, a list of schools will appear and you can then choose which one you are interested in researching. All of the information appearing on this website is provided by the schools directly. Some of the information you may find on a school includes: a background summary about the school, the school's address, phone number, website, and even the email address of the director of the school. This information should be explored so that you can make comparisons with other International schools in the area to determine the best place for your child/children.

How do I decide what school is best for my child?

This process is much the same as it would be in the U.S. You may not have as many choices but it is important to make a list of possible schools and then begin to ask around. This is a daunting task since it is likely that there will be a language barrier. However, talk to the Relocation Personnel in the Family Center and your sponsor at your new installation who may be able to put you in touch other families with children around the same age as your child/children. Always contact the school directly and ask for references.

Once you have narrowed down your options, interview the school or schools directly. This is best done in person, if possible. Ask about: attendance, atmosphere, curriculum; grading system, tuition, accreditations, the staff and administration; as well as other practical details such as, does the school provide meals, what types of extra curricular programs are available, is there transportation, holidays and schedule, sports programs, before and after school care programs, and how is the facility maintained.

Now that I have chosen a school, how do I successfully facilitate the transition for my child?

A successful transition should be a priority during planning the move and once the move has been completed. The more knowledge you provide your child with, the more confident he/she will feel once he/she arrives at the new school. Allow your child to be a part of the decision making process, if he/she is old enough, and take his/her opinions into account.

MilitaryStudent.org provides several valuable tools to facilitate the transition process. Although many of these tools are not geared specifically to an international move the resources provided do apply to any military student transitioning to a new school in the U.S. or overseas.

Employment - Overview

Employment Opportunities

On Post

Start your job search with the Army Community Service (ACS), Employment Readiness Program (ERP).

Federal Service Positions-Civil Service is the primary on-post employer. If you are interested in civil service positions, contact the Civilian Personnel Advisory Center on post. Non-federal service positions (Non-appropriated funds) are also available. Applicants may also contact the Civilian Personnel Advisory Center for job listings and applications for these positions.

Local Community

In the local community there are jobs available, but job hunting takes preparation and persistence.

- Excellent Prospects: Nursing (both R.N and L.P.N).
- Good Prospects: Substitute Teaching on and off post (Kansas certificate required), Federal and State Justice System (4 prisons in area plus the US Army Disciplinary Barracks), computer specialist, operations research analyst, education specialist, recreational assistants (such as camp counselors and lifeguards), child home care provider, special education (such as hearing impaired, speech, occupational therapy etc.) through the co-op school programs, discount and retail sales available, as well as fast food.
- Fair Prospects: Banking, receptionist and clerical positions.

Employment Options

Fort Leavenworth has many job opportunities available. There are a number of Contractos on post and they are happy to hire family members. Both our Commissary and PX have openings almost continuously. The unemployment rate in Leavenworth is very low. On average, hourly rates run between \$7.00 - \$15.00 an hour. There are many opportunities for part-time and seasonal work.

The local state employment office offers job search assistance, application assistance, resume writing and placement services. The Employment Readiness Program (ERP) at ACS offers all the above services and expanded information for on post employment. All employment related services are readily available at ACS. Call today for an appointment, 913 684-2800 or DSN 312 552-2800.

Employment Documentation

For job hunting purposes it is very important to hand carry all employment records and documents. Those can be:

- School Transcripts
- Resume/Resumix/Employment Portfolio
- Professional Licenses or Certifications
- Copies of SF 50s
- Letters of Recommendation
- Performance Appraisals
- DD Form 214 for prior military service

Unemployment Benefits

Kansas recognizes PCS orders as a reason to leave a job. Upon arrival, call 913 682-4152 to start your unemployment benefits. You may also call ACS 913 684-2800 for an appointment with our Employment Specialists.

Transition Assistance

The Army Career and Alumni Program (ACAP) offers Transition Assistance (TAP). Individual and group counseling is available to learn about VA benefits, resume writing, translating military experience to the civilian resume. TAP classes are offered quarterly and job fairs are held twice a year. Spouses are welcome to use all services. Call 913 684-2227 or

DSN 312 552-2227 for more information.

Tuition Assistance

ACS offers information on tuition assistance and scholarship programs. Fort Leavenworth has an organization called Military Family Member Scholarship Fund that awards yearly scholarships. The Army Education Center has tuition and scholarship information, 913 684-2496 or DSN 312 552-2496. Call ACS for more infoamtion.

New Parent Support Program

General Program Description

The Army New Parent Support Program (NPSP) provides intensive home visiting services to eligible Families with children prenatal to 3 years old whether they live on or off the installation. Activities and services provided include information and referral to military and civilian programs that support parents of infants and young children, such as parenting programs, respite care for children, and supervised play time for children. All activities and services provided through NPSP are voluntary and non-stigmatizing and emphasize the parents' strengths.

Goals of the Army NPSP are:

1. Contribute to mission readiness.
2. Support Family member adaptation to military life.
3. Enhance the knowledge and skills Family members need to form healthy relationships and provide safe, nurturing environments for children to prevent Family violence.
4. Foster a supportive military community for young military Families.

Staff Qualifications

NPSP Home Visitor staff consists of Licensed Clinical Social Workers and Registered Nurses. All personnel will possess the knowledge, skills, and abilities necessary for their professional certification/licensure and positions. Local installation or State background checks, including Army Central Registry checks, will be completed on all personnel who provide services to parents and their children and will be updated annually.

Eligibility Requirements

Families may be self-referred or referred by other agencies such as health care providers, chaplains, social service staff, command, or Family Advocacy Program (FAP) staff.

How to Enroll

Interested families may contact the local Army Community Service (ACS) office, or their health care provider, for further information in the New Parent Support Program.

Installation Specific Information

Fort Leavenworth Army Community Service (ACS) does not currently offer the New Parent Support Team. ACS is pursuing the program through a centralized contract.

ACS offers parenting classes, a community play group and home visits through the Family Advocacy Program (FAP). There are community resources who also provide similar services such as Parents as Teachers and Tiny K.

Call ACS at 913-684-2800 or DSN 312-552-2800 for information.

Child Care

Child Development Services (CDS)

Eligibility

Eligible patrons for the Army Child Development Services programs include active duty military, DoD civilians (NAF and APF), Reservist and National Guard on active duty and DoD contract employees.

Registration

Mandatory information for registration includes: local addresses and phone numbers, current immunization records and a local emergency designee other than spouse or sponsor. Additional information required for registration includes a physical exam within 30 days and Family Care information required for all single patrons and dual military patrons.

When enrolling in a full day or part-day program, patrons are required to present a current Leave and Earnings Statement (LES) for both parents to verify total family income. The Central Registry phone number is 913-684-5135.

CDS also provides recruiting and training for Parent Education, Teenage Babysitting and Referral Services, Short Term Alternative Child Care and community assistance for Parent Co-ops.

Child Development Center (CDC)

The Child Development Center (CDC) supports the total development of each individual child whether the child is here for a few hours or enrolled in a full day program. CDC staff plan and implement a variety of activities which engage a child's natural curiosity and desire to learn.

Hours of Operation -- The center is open from 6:00 am until 5:45, Monday through Friday.

Costs -- Child care fees for all programs are based on a total family income.

Programs Offered -- Fort Leavenworth CDC operates a total child enrichment program for children 6 weeks through age 5. Full Day, Part-Day and Hourly Care are available:

- Full Day Care - The CDC operates a full day program for children 6 weeks through age 5.
- Part-day Preschool - This program is designed to meet the developing needs of children 3-5 years of age. Three -hour sessions are offered, 2 and 3 days per week.
- Hourly Care - This program is offered for children ages 6 weeks to kindergarten. Reservations for hourly care may be made up to 6 months in advance by calling 913-684-9351 or DSN 312-552-9351. Walk-ins will be accepted on a space available basis. Hours for hourly care are 8:00am until 4:00 pm Monday through Friday.
- Kindergarten Before and After Care - The CDC provides care for children before and after full day Kindergarten and all day on school vacation days, including the summer. Transportation is provided to/from each of the elementary schools on Fort Leavenworth.

There is no priority care at the CDC. The waiting list varies from time of year to age of children. About 350 to 1000 post personnel change out about every 10 months, which makes waiting lists very flexible. Families with deployed members receive free respite services through the CDC.

Family Child Care (FCC)

The Fort Leavenworth Family Child Care (FCC) Program offers quality in home child care for children, infants to 12 years old. FCC Providers are certified through Army Child and Youth Services and homes are inspected regularly by the Family Child Care staff as well as safety, fire and health officers. FCC is an option for parents who prefer an individualized small group family setting. FCC also has extended and long term care providers that can care for your child overnight and evenings as well as full day, part day and hourly care.

For more information on the FCC program, you may call us at 913-684-9391.

School Age Services (SAS)

School Age Service (SAS) program is for before and after school care for children 6-12 years of age, who attend the post schools. School Age Care on post is run through the Youth Center. The SAS program is divided up into the three elementary post schools. The program includes summer camp, computer and homework centers staffed with teachers and the latest educational software. Fee information upon request.

For more information about the SAS program, you may call 913-684-5115.

Youth Services

Youth Services

Youth Sponsorship Program

The Youth to Youth Sponsorship program was developed to help youth relocate when arriving or departing Fort Leavenworth. Incoming youth are assigned to a current member of the Sponsorship Club, thus making your transition to your new home an easier one. Youth leadership is encouraged through this program.

If you are interested in having a sponsor your age at Fort Leavenworth, please contact the Harrold Youth Center at 913-684-5115.

Youth Employment

There are many opportunities for young people to gain employment experiences during the summers on and off the Fort. For volunteer information contact the Red Cross, Army Community Services (ACS), Harrold Youth Center or one of the many private clubs such as the Flying Club, Stables etc. The ACS office and Youth Services sponsor a youth job fair in the spring. Call 913-684-2800/2836 for information.

Hire-a-Teen was established to assist with employment of interested teens year-round. The Harrold Youth Center maintains an updated job bank registry in which those teens desiring employment complete an application and are then matched with prospective employers.

The Jr. Counselor program is designed for teenagers to gain work experience working with children in recreational settings. Teens may apply through the American Red Cross Summer Youth Volunteer program. Remember that any volunteer work that you do looks very good on college applications and resumes.

Youth Center

The Harrold Youth Center on Biddle Avenue is a focus of a wide variety of youth-oriented activities on Fort Leavenworth. The center itself houses a 9,000 square foot multi-purpose gym, large screen TV/VCR system, video games, billiard room, snack bar and dining area and treadwall vertical mountain climbing machine.

The youth center has a "teens only" time setup to accommodate older youth during the week and weekend. They have specific teen only hours, teen dances, teen movie nights and a teen sponsorship program. Center membership is required for participation in center activities. The center sponsors age-appropriate activities such as monthly movies, dances, trips and special events.

Following is list of just some of the programs available through the Youth Center:

- The Teen Council (7th-12th graders) is composed of youths interested in volunteering their time and participating in group activities. Council members meet bi-monthly to plan activities of their choice.
- The Teen Summer/Winter Adventure Camps are designed to keep youth active during summer and holiday breaks. Youth can sign up for either daily or weekly events.
- Teen tutoring is available Monday-Friday from 3-6 pm, through the School Age Services (SAS) program at a reasonable fee. ACT and SAT Prep Night is held every third Wednesday of the month in the Computer Lab. The Computer Lab is free and is open on a space available basis to the School Age Services and Youth Services programs.
- Big Brothers/Big Sisters is available in Leavenworth at the Leavenworth Youth Achievement Center. Contact them at 913-682-8222.
- Boy and Girl Scouting are available at Fort Leavenworth.

Youth Religious Programs

Fort Leavenworth has several chapel youth groups available. The Catholic Parish offers Catholic Youth of the Chapel, which can be reached by calling 913-684-8989. The Protestant Chapel has Club Beyond for Jr. and Sr. High schoolers, which can be reached by calling 913-684-8983. Several Baptist churches in the Leavenworth area offer Awana for different age levels.

Youth Sports and Recreation

The Fort Leavenworth youth Sports and Fitness program offers various activities for the youth of Fort Leavenworth. Every year more than 2,000 youth participate in the sports program. Contact the sports program at 913 684-7525 or DSN 312 552-7525. Youth Sports sponsors the following programs:

- Start Smart Soccer 3-5 year olds
- Soccer 5-14 year olds
- Flag Football 3rd - 6th
- Cheerleading 5-12 year olds
- Running Club 3rd - 8th
- Wrestling 5-16 year olds
- Start Smart Basketball 3-5 year olds
- Basketball 5-18 years old
- Start Smart Baseball 3-5 year olds
- Baseball 5-14 year olds
- Girls Softball 3rd-6th
- Lancers Swim Team

Family Center

Programs and Services

A key resource on your installation and a gateway to accessing all of the resources available to you, the Army Community Service provides information, support and services to help you balance the demands of family and the military lifestyle. The Army Community Service is one part of the overall installation family support system, which is the network of agencies, programs, services, partnerships and individuals that supports your personal and family life readiness, mobilization and deployment readiness, and mobility and economic readiness. The Army Community Service should be one of your first stops upon arriving at an installation; its programs and services will be an important resource for you and your family.

Deployment Readiness -- Assists you during all phases of the deployment cycle. We provide programs and services to individual soldiers, civilians, and family members throughout the deployment process. We educate you on what to expect and the best ways to prepare.

Relocation Readiness -- Provides information, referral, resources and tools to help you with permanent change of station (PCS) moves and post-move orientations. We maintain a loan closet from which families may borrow basic household goods. We also assist you with in-transit emergencies by providing classes on move-related topics such as buying or selling homes and individual PCS planning, among others. We serve as liaison to citizenship, immigration, and multicultural diversity information, and provide outreach to waiting families.

Personal Financial Readiness -- A program to assist you in sustaining financial self-sufficiency. You can learn more about debt liquidation, thrift savings plans, consumer and credit issues, and predatory lending.

Employment Readiness -- The training and information provided can help you identify and reach your employment and career development goals, manage the challenges associated with a mobile lifestyle and develop job search skills. Assists you in acquiring skills, networks, and resources that will allow you to participate in the work force and to develop a career/work plan.

Family Life Education -- Provides you with information and education about a variety of life cycle issues, including parenting and relationships, among others, to help you strengthen your relationships.

Information and Referral -- An integral function of the family center, information and referral services can assist you in locating needed services and programs available on your installation, through civilian agencies in the local community, and connect to national resources.

Army Community Service may also provide other services, such as counseling, family advocacy, fitness and recreation programs and Exceptional Family Member support. Services vary by location.

Installation Specific Information

The Fort Leavenworth Army Community Service (ACS) is open Monday - Friday from 7:30 am - 4:30 pm. Contact ACS at 913 684-2800 or DSN 312 552-2800. Newcomer orientations are offered daily. The ACS Loan Closet is open daily from 8:00 am - 4:00 pm. Monthly classes are offered such as Financial Classes, Parenting, Support Groups, PCS Move classes, Volunteer Orientations, Resume/Portfolio classes and a Community Playgroup.

The Family Advocacy Program offers training and prevention of child abuse, spouse abuse and sexual assault. There is a victim advocate available 24/7.

ACS has a robust volunteer program. Many opportunities are available. Army Family Team Building offers three levels of classes. The Army Family Action Plan is held annually to address quality of life issues in the military.

The Soldier and Family Assistance Center (SFAC) is located at ACS. Services are available to Warriors in Transition and their families. The Exceptional Family Member Program (EFMP) provides assistance and advocacy to families with EFMs. Information on the EFMP Respite Care program is also available.

Financial Assistance

ACS Financial Readiness Program

This program emphasizes personal financial responsibility and accountability by providing basic principles and practices of sound money management, counseling tools and referral services. Financial guidance is offered to those experiencing money management difficulties or for those who wish to be in control of their finances. A personalized budget and spending plan can be drawn up to your needs. Information and assistance is also available in areas such as military pay and allowances, consumer fraud, savings, insurance, car buying, home buying credit card management and much more. ACS Financial Planning and Consumer Affairs can help with budgeting, managing debt, and check writing classes. It offers consumer education classes, and consumer complaint advice and referral. Call ACS for an appointment.

The ACS FRP offers monthly 1st Termer Financial Classes. It is an 8 hour class that covers all the fundamentals of financial management. Other classes offered each month are Credit Management, Car Buying, TSP and Investing and Basic Money Management.

Fort Leavenworth is considered a high cost of living area due to its proximity to Kansas City. A large portion of service members stationed here are Majors and above. The local housing market is geared toward the upper BAH rates. Local rentals average \$800.00-\$1500.00 per month depending on size and location. Utilities on average are \$100.00 a month for electricity during the summer months, but can run as high as \$300.00-\$500.00 during winter.

If you require emergency assistance while traveling to Fort Leavenworth there are many agencies that can assist you. If you are near a military installation, go to their Family Center for help. If you are not near an installation, call the local Red Cross. Your TRICARE coverage is available for any medical need during transfer.

The ACS FRP recommends discussing advanced pay with a financial specialist. If you choose to draw an advanced pay, it is best to have a plan for using the money and an understanding that it will be repaid by allotment, thus reducing your monthly income.

Legal Assistance

Legal Services

Legal Assistance

Fort Leavenworth, Office of the Staff Judge Advocate houses the legal assistance and claims office. They can be reached by calling 913-684-4944, fax, 913-684-4940. Legal services are available to military members, retirees, family members and DA Civilians.

Hours of Operation are Mon-Wed and Fri - 8:00 am - 4:30 pm, Thursday - 12:00 pm - 4:30 pm.

Notary service: walk-in during business hours

1-2 Saturdays each month, Reserve attorneys offer services

Services provided include the following:

1. Will worksheet
2. Power of attorney
3. Vehicle inspection information
4. Information papers/forms

Claims Office

The claims office can be reached by calling 913-684-4945; fax 913-684-2105.

Services provided by the Claims office include:

1. Instructions for filing a claim
2. Claim forms
3. Information papers
4. Contact numbers for estimates

Deployment Support

Family Deployment Support

The Family Readiness Program at Fort Leavenworth encompasses Family Readiness Group Training and assistance, Operation R.E.A.D.Y training, Sponsorship, and Waiting Spouse Support Group.

Family Readiness Group

Family Readiness Group training prepares those individuals who have volunteered to become Family Readiness Group leaders or volunteers and those interested in taking a more active role in a Family Readiness Group. Areas covered include organization goals, newsletters, funding, job descriptions and program evaluation.

Operation R.E.A.D.Y

Operation R.E.A.D.Y is designed to help families prepare for the separations caused by mobilization, contingencies and deployments. Topics covered in the program include Pre-deployment Ongoing Readiness, Family Assistance Center, Family Readiness Group Advanced Training and Post-deployment Homecoming and Reunion.

Sponsorship Training

Sponsorship training is given to units or individuals to assist them in carrying out their sponsorship duties. Information discussed pertains to soldier pre-arrival, arrival and post arrival. All of the above training programs are available to units, individuals or groups upon request.

The Waiting Spouse Support Group

The Waiting Spouse Support Group meets on a regular basis and attempts to provide both emotional and moral support to its members in a friendly, relaxed atmosphere. The group is open to those spouses whose sponsor/soldier is away on an unaccompanied tour, extended temporary duty or deployment. Activities are decided upon and planned by group members. Participation is strictly voluntary.

Temporary lodging for unaccompanied PCSing personnel is available at Hoge Barracks. See Billeting for details.

Health Care - Overview

Moving With TRICARE

Your [TRICARE](#) coverage is completely portable—meaning it moves with you. You're covered worldwide—both in transit to your new duty location and once you arrive—but depending on where you go you may use a different TRICARE health plan option. Additionally, you may have different steps depending on which health plan option you are using now.

When Enrolled in a TRICARE Prime Option

The TRICARE Prime options include TRICARE Prime and TRICARE Prime Remote in the United States, and TRICARE Prime Overseas and TRICARE Global Remote Overseas in regions outside of the United States. Follow these simple steps to ensure you have no break in coverage when you move.

1. Do not disenroll from your TRICARE Prime option before you move.
2. Once you arrive at your new location, update your personal information in the [Defense Enrollment Eligibility Reporting System \(DEERS\)](#) immediately.
3. Select a new primary care manager (PCM), when moving within the same region or submit a new Prime enrollment form within 30 days if you're moving to a new region.

Where you are moving will determine which Prime option you will enroll in.

Prime Options in the United States

TRICARE Prime

TRICARE Prime is offered in Prime service areas—geographic areas typically located around a military treatment facility—throughout the country.

- North Region [Health Net Federal Services, Inc.](#), 1-877-TRICARE (1-877-874 2273)
- South Region [Humana Military Healthcare Services, Inc.](#) 1-800444-5445
- West Region [TriWest Healthcare Alliance](#) 1-888-TRIWEST (1-888-874-9378)

If you move to a new Prime service area, transfer your enrollment by submitting a TRICARE Prime Enrollment and PCM Change Form to your regional contractor. Be sure to include all family members who wish to use Prime on the form.

TRICARE Prime Remote

In non-Prime service areas, TRICARE offers TRICARE Prime Remote. To enroll, submit a TRICARE Prime Enrollment and PCM Change Form to your regional contractor. Any TRICARE-eligible family members living with you in a TRICARE Prime Remote area can enroll in TRICARE Prime Remote for Active Duty Family Members. Be sure to include them on the enrollment form.

Prime Options Outside of the United States

TRICARE Prime Overseas

TRICARE Prime Overseas is offered in overseas areas where there are military treatment facilities or areas in which TRICARE has established a network of qualified host nation providers.

- TRICARE Europe Toll free: 1-888-777-8343; Commercial 011-49-6302-67-7432; DSN 314-496-7432 Fax Numbers: Commercial 011-49-6302-67-6374; DSN 314-496-6374 or [e-mail](#)
- TRICARE Pacific Toll free: 1-888-777-8343; Commercial 011-81-6117-43-2036; DSN: 643-2036; Remote Sites: 011-65-6-338-9277 Fax Numbers: Commercial 011-81-611-743-2037; DSN: 643-2037 or [e-mail](#)

- TRICARE Latin America & Canada (TLAC) Address: TAO-LAC, Bldg 38802, Ft Gordon GA 30905-5650; Toll free 1-888-777-8343; 1-706-787-2424; DSN: 773-2424 Fax Number 1-706-787-3024 or [e-mail](#)

If you move to an area in which TRICARE Prime Overseas is offered, transfer your enrollment by submitting a TRICARE Prime Enrollment Form to the nearest TRICARE Service Center. Command-sponsored family members who reside with you are eligible for TRICARE Prime Overseas. Be sure to include all family members who wish to use TRICARE Prime Overseas on the form.

TRICARE Global Remote Overseas

TRICARE Global Remote Overseas is a Prime option offered in designated remote overseas locations. If you move to an area in which TRICARE Global Remote Overseas is offered, you and any authorized family members living with you may enroll by submitting a TRICARE Prime Enrollment Form to the nearest TRICARE Service Center.

Before you move to another overseas area or to an area within the United States, contact the nearest TRICARE Service Center. Then, when you arrive in your new area, transfer your enrollment.

When Using TRICARE Standard and Extra

TRICARE Standard and Extra are available to family members only. Active duty service members are required to enroll in one of the Prime options described above.

TRICARE Standard and Extra are available throughout the United States and enrollment is not required. Any active duty family member who is registered in DEERS may use these programs by seeing any network or non-network providers that are authorized by TRICARE. In areas outside of the United States, active duty family members who don't want to use a Prime option may use TRICARE Standard Overseas by seeing qualified host nation provider.

If you're already using TRICARE Standard and Extra, moving is easy.

1. Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
2. Then, find TRICARE-authorized providers in your new area.

Here are a few things to remember about using TRICARE Standard and Extra in a new region

- In the U.S.: Visit your new regional contractor's Web site for a list of providers. Remember, if you see network providers, you'll be using the Extra option and pay lower copayments.
- Outside of the U.S.: Contact your TRICARE Service Center for help locating a qualified host nation provider. The TRICARE Extra option is not available in overseas areas.
- If you move to a new region, you'll have a new claims address for submitting your TRICARE claims.
- Learn your new region's prior authorization requirements because these requirements can differ by region.

When Using TRICARE For Life

TRICARE For Life—TRICARE's coverage for those who are eligible for Medicare—requires no enrollment and you'll have a smooth transition when you move. [TRICARE for Life](#) contact information: WPS TRICARE For Life, P.O. Box 7889, Madison, WI 53707-7889; 1-866-773-0404; TDD 1-866-773-0405

- Once you arrive at your new location, update your personal information in the Defense Enrollment Eligibility Reporting System (DEERS) immediately.
- Find Medicare providers in your new area.

If you move overseas, your TRICARE For Life coverage may change depending on where you move. In U.S. Territories such as Guam, Puerto Rico and the U.S. Virgin Islands, TRICARE For Life coverage works the same as the stateside program. But, in all other overseas locations, TRICARE For Life Overseas works differently because Medicare does not provider coverage in most overseas locations. Therefore, TRICARE is the primary payer. You can get care from any host

nation provider and you will be responsible for TRICARE deductibles and cost shares.

Contact the TRICARE Area Office for the overseas area where you are moving or the nearest American Embassy Health Unit for assistance finding a host nation provider.

Getting Care Along the Way

- Routine Medical and Dental Care—Get it before you go.

Before you move, make sure you've received any routine medical or dental care you think you might need during the time you'll be traveling. Or, delay the care until you get to your new duty location.

- Emergency Care in the United States—Call 911 or go to the nearest emergency room.

TRICARE defines emergency care as medical services provided for a sudden or unexpected medical or psychiatric condition, or the sudden worsening of a chronic (ongoing) condition that is threatening to life, limb, or sight and needs immediate medical treatment, or which has painful symptoms that need immediate relief to stop suffering. If you're traveling near a military treatment facility (MTF), you should go to the MTF or military dental treatment facility for emergency services. If you are hospitalized in a civilian facility for more than 24 hours, contact your regional contractor

- Urgent care in the United States—Coordinate with your PCM and/or regional contractor

TRICARE defines urgent care as medical care for a condition that will not result in disability or death if not treated immediately but should be treated within 24 hours to avoid further complications. If you are in a Prime program, you must coordinate urgent care with your primary care manager and/or regional contractor before receiving care. If you are in TRICARE Standard and Extra or TRICARE For Life, you can receive care as you normally would. You should, however, contact your contractor as soon as possible to coordinate any prior authorizations that are needed.

- Emergency or Urgent care Overseas—Contact closest TRICARE Area Office or TRICARE Global Remote Call Center.

You don't need prior authorization for emergency or urgent care but the TRICARE Area Office or TRICARE Global Remote Call Center will help you find the best care available in the overseas area in which you are traveling.

Filling Prescriptions on the Road

You should have all your prescriptions filled before you leave, but if you need a prescription filled while you're traveling in the United States, you have several options:

- If near an MTF, fill the prescription at the MTF pharmacy.
- Find the closest TRICARE network pharmacy.
- If a network pharmacy is not available, you can visit a non-network pharmacy. In this case, you may have to pay up front for your medications and file a claim with Express Scripts, Inc., for reimbursement. For more details, visit the [TRICARE web site](#)
- The mail-order option is not recommended for a prescription you need right away, but if you'll be traveling for a long time, you can arrange for any regular prescriptions to be filled via the mail-order pharmacy.

Your pharmacy coverage is limited overseas:

- TRICARE network pharmacies are only located in the United States, Puerto Rico, Guam and the U.S. Virgin Islands. You can have prescriptions filled at host-nation pharmacies, if necessary. Host-nation pharmacies are treated the same as non-network pharmacies. If you have prescriptions filled at a host-nation pharmacy, you should expect to pay for the total amount up front and file a claim with Wisconsin Physicians Service for partial reimbursement. To learn more about pharmacy claims, visit the [TRICARE web site](#).

- To use the mail-order pharmacy overseas, the prescription must be from a U.S. licensed provider and you must have an APO or FPO address.

If You Have Questions

Your regional contractors and TRICARE Area Offices are available to answer your questions. These offices are listed above. Find even more information about moving, updating DEERS, the TRICARE regions and much more at the [TRICARE web site](#).

Installation Specific Information

Medical Care

Health care services at Fort Leavenworth are for TRICARE Prime beneficiaries. TRICARE Standard and Extra beneficiaries are seen off post. All beneficiaries can use the Pharmacy.

Routine Care -- Munson Army Health Center has a same day appointment system for all patients. This means on the day you need an appointment, you can call the TRICARE Appointment line. Once you have changed your portability to this region and you have been given a primary care manager, you can make a same day appointment on the Munson website. The appointments for that day will open up at 0001 hours.

Family practice physicians at Munson Army Health Center provide routine obstetrical care, with delivery in a local facility. Munson Army Health Center's obstetrician provides high-risk pregnancy care, with delivery in a local facility. Obstetrical care can also be obtained in the civilian community.

Urgent Care -- Munson Army Health Center does not have an emergency room or a walk-in clinic. For minor emergencies, that occur after the clinic closes or on Sunday, contact the on call physician at 913-684-6000.

If directed to the emergency room, there are two local civilian hospitals that have 24 hour staffed emergency rooms; Cushing Memorial Hospital and St. John's Hospital. For emergency treatment active duty soldiers should use the Dwight D. Eisenhower Veterans Administration Medical Center Emergency Room.

Emergency Care -- In a major emergency, any condition that threatens loss of eyesight, limb or life, call 911 without hesitation. If you do seek urgent or emergent care in the civilian sector it is important that you contact your primary care physician within 24 hours so that proper authorization can be put in the system to facilitate payment of the bill. Get in touch with your primary care physician the first duty day after your emergency room visit so that the paperwork can be taken care of.

Dental Services

Smith Dental Clinic is open to Active Duty Service Members. Retirees may be seen on a "stand by" basis. Family members must be seen by local Dentists. All local Dentists accept the military Dental Plans.

Health Care - Special Needs

Exceptional Family Member Program

The [Exceptional Family Member Program](#) (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

Military Treatment Facility

The clinics and services available at [Military Treatment Facilities](#) vary by location. Before you move, identify the MTF that will serve you, visit the MTF's website to learn about the clinics and services available and to get relevant contact information.

Moving to a New TRICARE Region

If you anticipate a move to another [TRICARE region](#), work with your local TRICARE Service Center (TSC) or case manager before your move to ensure the transition is as smooth as possible. On arrival at the new duty location, your sponsor should contact the Beneficiary Counseling and Assistance Coordinator (BCAC) or TSC to ensure the transition plans are in place and to obtain authorizations for TRICARE [Extended Care Health Option](#) (ECHO) services, if applicable.

Beneficiary Counseling and Assistance Coordinator (BCAC)

All TRICARE Regional Offices and most MTFs are staffed with [BCACs](#) (formerly known as Health Benefits Advisors.) [BCACs](#) provide information, guidance and assistance on benefit options, TRICARE Prime enrollment, special authorizations, status of claims and eligibility, plus assistance with referrals and appointments. If you or your family member has a more severe medical need, contact your assigned [case manager](#).

Case Management

Case management involves a team of health care professionals who help you and your family to find solutions to complex health problems. It is important to inform your case manager if you are moving as he/she will connect you with the case manager at your new location.

Extended Care Health Option (ECHO)

TRICARE [ECHO](#) provides financial assistance to beneficiaries of active duty service members who qualify based on specific mental or physical disabilities. ECHO offers an integrated set of services and supplies beyond the basic TRICARE program. ECHO is administered by regional contractors in the TRICARE North, South, and West Regions and by TRICARE Regional Offices in overseas locations.

Transporting Medical Equipment

Your [Installation Transportation Office](#) has special procedures to follow for the transportation of medical equipment that is necessary for medical treatment required by the sponsor or family member. Some types of medical equipment may be shipped in the same manner as Professional Books, Papers, and Equipment (PBP&E).

Federal and State Health Care Programs

Medicaid - [Medicaid](#) pays for medical assistance for certain individuals and families with low incomes and resources. State Medicaid programs are usually administered by departments of social service or departments of medical assistance.

Supplemental Security Income (SSI) - [SSI](#) is a cash assistance program intended to meet basic needs for food, clothing and shelter for those who are aged, blind or disabled. It provides cash to meet basic needs for food, clothing, and shelter. Families must reapply upon each move to another state.

Title V of the Social Security Act - Many states have services for children with special health care needs that are funded by the Maternal and Child Health Services Block Grant, or [Title V](#). State departments of health web sites and local health departments will provide information on state health benefits for children with special health care needs. The Maternal and Child Health Bureaus' web site has Title V information organized by State that provide you with [Title V points of](#)

[contact](#) and other pertinent information.

Other Important Resources

Debt Collection Assistance Officer (DCAO) - TRICARE has a [DCAO](#) assigned to TRICARE Regional Offices and MTFs worldwide to help beneficiaries understand and get assistance with debt collection problems related to TRICARE. Individuals who have received a notice from a collection agency or a negative credit report because of a medical or dental bill should be referred to the nearest [DCAO](#).

Family Voices - [Family Voices](#) is a national, grassroots clearinghouse for information and education concerning the health care of children with special health needs. Family Voices also has [State points of contacts](#) with useful links to State programs and organizations.

Installation Specific Information

Exceptional Family Member Program (EFMP)

Enrollment in the Exceptional Family Member Program (EFMP) benefits the entire family by allowing an accurate assessment of career and family needs during assignment decisions. All sponsors enrolled in the EFMP are still subject to world-wide assignments. Family members seeking assignment with their sponsor are now required to be screened and if necessary, enrolled in the EFMP. Only after screening requirements have been met will approval be given to family members for travel.

The EFMP is intended to provide services to EFMs of all ages, with one or more of the following conditions:

- chronic medical problem (Hospitalization twice a year or more for the same condition)
- Consults doctor four times a year or more for the same condition i.e. allergies, seizures, cancer, drug and alcohol abuse etc.
- High risk newborns
- physical disabilities
- emotional disorders
- special education needs (speech, occupational therapy, learning difficulties, physical impairments)
- asthma (within last five years.)

The EFMP is a mandatory enrollment program that identifies long term medical and special educational needs of family members and ensures assignment consideration of those needs when transferring. Enrollment is done through Munson Army Health Center at Gentry Clinic.

The Army Community Services EFMP also provides a Special Education Workshop series that covers topics such as:

- Special Education Law
- How to be an Effective Education Advocate
- Strategies to Help Uncover Causes of Challenging Behaviors
- Stress Management

The Ft Leavenworth ACS EFMP also sponsors a support group called S.N.U.G. (Special Needs United Group). Call ACS for dates and times for workshops and support group meetings.

The EFMP at Ft Leavenworth has compiled a resource book for individuals with special needs. The book identifies resources available both locally and nationally.

Education - Special Education/EIS

Exceptional Family Member Program

The [Exceptional Family Member Program](#) (EFMP) is mandatory for all family members who have been identified with a special medical or educational need. Enrolling in the EFMP ensures that the family member's medical needs will be considered during the assignment coordination process.

Children from Birth to Three Years of Age

The Individuals with Disabilities Education Act (IDEA) requires all States and territories to provide [early intervention services](#) to children from birth to age three who are developmentally delayed, or who are at high risk of being developmentally delayed. Early intervention services may be provided by local school districts or health departments. There is no common name across States for the programs, but you may hear them referred to as Part C programs (because Part C is the section of the IDEA that pertains to early intervention).

The [National Early Childhood Technical Assistance Center](#) provides a list of State Part C directors and funded programs at their web site. [Military OneSource](#) can identify local early intervention programs for you.

- Parents of children who receive early intervention services should hand-carry a copy of the Individual Family Service Plan (IFSP) and most current evaluation reports to the new location.

Children from 3 through 21 Years of Age

The Individuals with Disabilities Education Act (IDEA) requires all States and Territories to provide [special education services](#) to children who are from 3 through 21 year of age. Each local school district has a special education director, and each school should have a case study committee or school based committee (terms differ) that attends to special education students' needs.

Parents of children receiving special education and related services should hand-carry all pertinent school and medical documents to include their children's Individualized Education Program (IEP) and current testing and evaluation reports to the new school.

The IDEA requires that if a child transfers to a district in the same state, the receiving school must provide comparable services to those in the child's IEP from the sending district's until the new school develops and implements a new IEP. If a child transfers to another State, the receiving district must provide comparable services to those in the child's IEP from the sending district until the receiving district completes an evaluation and creates a new IEP.

Others who can help you:

- **Parent Training and Information Centers** Each state is home to at least one Parent Training and Information Center (PTI). PTIs serve families of children and young adults from birth to age 22 with all disabilities: physical, cognitive, emotional, and learning. They help families obtain appropriate education and services for their children with disabilities; work to improve education results for all children; train and inform parents and professionals on a variety of topics; resolve problems between families and schools or other agencies; and connect children with disabilities to community resources that address their needs. [The Technical Assistance Alliance for Parent Centers](#) provides addresses and phone number of the centers in your state.
- **STOMP (Specialized Training of Military Parents)** is a federally funded Parent Training and Information (PTI) Center established to assist military families who have children with special education or health needs. The staff of the [STOMP Project](#) are parents of children who have disabilities and have experience in raising their children in military communities and traveling with their spouses to different locations.

6316 So. 12th St.
Tacoma, WA 98465
253-565-2266 (v/tty)
1-800-5-PARENT (v/tty)
Fax: 253-566-8052
[Email](#)

Installation Specific Information

Fort Leavenworth School District is one of six school districts participating in a Special Education Cooperative. As a part of the Leavenworth County Special Education Cooperative, the children of Fort Leavenworth residents will have access to all programs should a child need them.

The programs are:

1. Classrooms for the educable mentally handicapped, grades K-12
2. Classrooms for the trainable mentally handicapped, grades K-12
3. Learning disabilities resource rooms, severely multiple handicapped classroom, speech therapy, school psychological services, personal and social adjustment, hearing impaired, orthopedically handicapped, gifted, occupational therapy, and hospital and home-bound instruction.

On Base Services

The services provided on post include TMH, EMH II, and SMH classes. All schools on post also have learning disabilities resource rooms, the services of a speech therapist, gifted facilitator, and a school psychologist.

Off Base Services

All other services not provided in the Fort Leavenworth Schools are available in the Leavenworth City Schools and transportation will be provided by the Board of Education.

Special Preschool Program - On Base

A special preschool program for developmentally delayed children for qualifying 3 through 5 year olds is run by the co-op but is on post. If you are concerned and would like to have your child screened, please call 913-727-1755. Army Community service keeps an Exceptional Family Member Program (EFMP) resource file on local and surrounding area agencies and their fees, if any. Contact ACS/EFMP at 913-684-2800/2821 for informatin on your specific needs.

The Gifted and Talented Program

The Gifted and Talented program is primarily a "pull-out" program in grades 1-6 and a scheduled class in 7-9. Kansas eligibility for gifted program placement requires a student to have:

1. A current standardized individual test of intelligence with a composite rank at the 97th percentile or above on national norms, (i.e. WICS III, Stanford-Binet)
2. A current standardized achievement score with a composite rank at the 95th percentile or above on national norms, (i.e. Iowa Test of Basic Skills)
3. A current Individualized Education Program (I.E.P.) that documents a student has been provided enrichment or acceleration beyond that offered within the regular classroom.

For further information regarding any of the Special Education Programs, contact the director at 913-727-1755 or ACS/EFMP at 913-684-2800/2821.

Contact Information

615 McClellan Ave
Fort Leavenworth, KS 66027-2303
Phone 913-684-2800
Phone (DSN) 312-552-2800
Fax 913-684-2859
Fax (DSN) 312-552-2859

[Email](#)
[Website](#)

Automotive Services

Automotive Services
335 Kansas Ave
Fort Leavenworth, KS 66027
Phone 913-651-6541
Fax 913-651-6625

Monday - Sunday 8:00 a.m. - 5:30 p.m.

Beauty/Barber Shops

Beauty/Barber Shop
310 Kansas Ave
Fort Leavenworth, KS 66027
Phone 913-651-6753 / 913-651-3815

[Website](#)
Monday - Sunday 9:00 a.m. - 6:00 p.m.

Chapels

Command Chaplain's Office
600 Thomas Ave.
Fort Leavenworth, KS 66027
Phone 913-684-2210
Phone (DSN) 312-552-2210
Fax 913-684-8994
Fax (DSN) 312-552-8994

[Email](#)
[Website](#)
Monday - Friday 7:30 am - 4:30 pm
Saturday and Sunday - closed
Holidays - closed

Adult Education Centers

Army Education Center
120 Dickman Ave
Fort Leavenworth, KS 66027
Phone 913-684-2496
Phone (DSN) 312-552-2496
Fax 913 684-7350
Fax (DSN) 312-552-7350

[Email](#)
[Website](#)
Monday - Friday 7:30 am - 4:30 pm
Saturday and Sunday - closed

Barracks/Single Service Member Housing

Barracks/Single Service Member Housing
401 Cody Road
Fort Leavenworth, KS 66027
Phone 913-684-4468
Phone (DSN) 312-552-4468
Fax 913-684-4466
Fax (DSN) 312-552-4466

Open 24/7

Beneficiary Counseling Assistance Coordinators

Beneficiary Counseling
550 Pope Ave
Fort Leavenworth, KS 66027
Phone 913-684-6105
Phone (DSN) 312-684-6105
Fax 913-684-6207
Fax (DSN) 312-684-6207

[Website](#)
Monday - Friday 7:30 a.m. - 4:30 p.m.

Child Development Centers

Child Development Center
120 Dickman
Fort Leavenworth, KS 66027-1241
Phone 913-684-9351
Phone (DSN) 312-552-9351
Fax 913-684-9392
Fax (DSN) 312-552-9392

[Email](#)
[Website](#)
Monday - Friday 6:00 am - 6:00 pm
Saturday and Sunday - closed
Holidays - closed

Child and Youth Registration and Referral*Child Youth Registration and Referral*

120 Dickman

Fort Leavenworth, KS 66027

Phone 913-684-5138

Phone (DSN) 312-552-5138

Fax 913-684-9392

Fax (DSN) 312-552-9392

[Email](#)[Website](#)**Citizenship and Immigration Services***Citizenship and Immigration Services*

615 McClellan Avenue

Fort Leavenworth, KS 66027

Phone 913-684-2800

Phone (DSN) 312-552-2800

Fax 913-684-2859

Fax (DSN) 312-552-2859

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

Civilian Personnel Office*Civilian Personnel Office*

821 McClellan Avenue

Fort Leavenworth, KS 66027

Phone 913-684-2151

Phone (DSN) 312-552-2151

Fax 913-684-3463

Fax (DSN) 312-552-3464

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

Commissary/Shoppette*Commissary*

310 Kansas Ave

Fort Leavenworth, KS 66027

Phone 913-684-4903

Phone (DSN) 312-552-4903

Fax 913-684-4428

Fax (DSN) 312-552-4428

[Email](#)[Website](#) [Website](#)

Monday 10:30 am - 5:30 pm

Tuesday, Wednesday, Thursday, Friday 10:30 am - 7:00

pm

Saturday 9:00 am - 6:00 pm

Sunday 11:00 am - 6:00 pm

Emergency Relief Services*Army Emergency Relief*

615 McClellan Ave

Fort Leavenworth, KS 66027-2303

Phone 913-684-2800 / 913-684-4357

Phone (DSN) 312-552-2800

Fax 913-684-2859

Fax (DSN) 312-552-2859

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

Exceptional Family Member Program/Special Needs*ACS Exceptional Family Member Program*

615 McClellan Ave.

Fort Leavenworth, KS 66027

Phone 913-684-2800 / 913-684-2871

Phone (DSN) 312-552-2800

Fax 913-684-2859

Fax (DSN) 312-552-2859

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

Exchange(s)*AAFES*

330 Kansas Ave

Ft Leavenworth, KS 66027

Phone 913-651-7273 / 913-651-7271

Fax 913-758-1752

[Email](#)[Website](#)

Monday -Thursday & Saturday 9:00 am - 7:00 pm

Friday 9:00 am - 9:00 pm

Sunday 10:00 am - 7:00 pm

Family Advocacy Program*Army Community Service Family Advocacy Program*

615 McClellan Ave

Fort Leavenworth, KS 66027-2303

Phone 913-684-2822 / 913-684-2800

Phone (DSN) 312-552-2800

Fax 913-684-2859

Fax (DSN) 312-552-2859

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

Family Center

Army Community Service
 615 McClellan Avenue
 Fort Leavenworth, KS 66027
 Phone 913-684-2800/HELP
 Phone (DSN) 312-552-2800/HELP
 Fax 913-684-2859
 Fax (DSN) 312-552-2859

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm
 Saturday and Sunday - closed
 Holidays - closed

Financial Institutions

Armed Forces Bank, N.A.
 Fort Leavenworth - Main
 320 Kansas Avenue
 P. O. Box 3400
 Fort Leavenworth, KS 66027-3400
 Phone 913-682-9090
 Fax 913-682-7802

[Website](#)

Monday - Thursday 9:00 am - 4:00 pm
 Friday 9:00 am - 5:00 pm
 Saturday and Sunday - closed

Golf Courses

Trails West Golf course
 306 Cody Rd
 Fort Leavenworth, KS 66027
 Phone 913-684-3994
 Phone (DSN) 312-552-3994
 Fax 913-651-3725

[Email](#)[Website](#)

Monday - Friday 7:00 am - 8:00 pm

Hospital/Medical Treatment Facility(s)

Munson Army Health Center
 550 Pope Ave
 Fort Leavenworth, KS 66027
 Phone 913-684-6000
 Phone (DSN) 312-552-6000
 Fax 913-684-6128
 Fax (DSN) 312-552-6128

[Email](#)[Website](#)

Monday - Friday 7:30 a.m. - 4:30 p.m.

Family Child Care/Child Development Homes

Family Child Care
 120 Dickman Ave
 Fort Leavenworth, KS 66027
 Phone 913-684-9351
 Phone (DSN) 312-552-9351
 Fax 913-684-5133
 Fax (DSN) 312-552-5133

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm
 Saturday and Sunday - closed
 Holidays - closed

Financial Institutions

Frontier Credit Union
 301 Kansas Ave.
 Fort Leavenworth, KS 66027
 Phone 913-651-6575
 Fax 913-680-0809

Monday - Friday 9:00 am - 5:00 pm
 Saturday and Sunday - closed

Gymnasiums/Fitness Centers

Gruber Fitness Center/Sports Office
 200 Reynolds Ave
 Fort Leavenworth, KS 66027
 Phone 913-684-5120
 Phone (DSN) 312-552-5120
 Fax 913-684-3214
 Fax (DSN) 312-552-3214

[Email](#)[Website](#)

Monday - Friday 5:30 a.m. - 8:00 p.m.
 Saturday, Sunday and Holidays 8:00 a.m. - 6:00 p.m.

Household Goods/Transportation Office (inbound)

Transportation Office
 450 Pope Avenue
 Fort Leavenworth, KS 66027
 Phone 913-684-5656
 Phone (DSN) 312-552-5656
 Fax 913-684-2351
 Fax (DSN) 312-552-2351

[Email](#)[Website](#)

Monday - Friday 7:30 am - 5:00 pm
 Saturday and Sunday - closed
 Holidays - closed

Household Goods/Transportation Office (outbound)

Transportation Office
 450 Pope Avenue
 Fort Leavenworth, KS 66027
 Phone 913-684-5656
 Phone (DSN) 312-552-5656
 Fax 913-684-2351
 Fax (DSN) 312-552-2351

[Email](#)
[Website](#)

Monday - Friday 7:30 am - 5:00 pm
 Saturday and Sunday - closed
 Holidays - closed

Housing Referral Office/Housing Privatization

Housing Referral Office/Housing Privatization
 549 Kearney Avenue
 Fort Leavenworth, KS 66027
 Phone 913-684-5684
 Phone (DSN) 312-552-5684
 Fax 913-684-5670
 Fax (DSN) 312-552-5670

[Email](#)
[Website](#)

Monday - Friday 7:30 am - 4:30 pm
 Saturday and Sunday - closed

Information and Referral Services

Information and Referral
 615 McClellan Ave
 Fort Leavenworth, KS 66027-2303
 Phone 913-684-HELP / 913-684-2800
 Phone (DSN) 312-552-HELP/2800
 Fax 913-684-2859
 Fax (DSN) 312-552-2859

[Email](#)
[Website](#)

Monday - Friday 7:30 am - 4:30 pm
 Saturday and Sunday - closed
 Holidays - closed

Library

Combined Arms Research Library
 250 Gibbon Ave
 Eisenhower Hall
 Ft. Leavenworth, KS 66027
 Phone 913-758-3101
 Phone (DSN) 312-585-3053
 Fax 913-758-3014
 Fax (DSN) 312-585-3014

[Email](#)
[Website](#)

Monday - Thursday 7:00 am - 9:00 pm
 Friday 7:00 am - 4:30 pm
 Saturday - Sunday 10:00 am - 5:00 pm

Housing Office/Government Housing

Post Housing Office
 549 Kearney
 Fort Leavenworth, KS 66027-1360
 Phone 913-682-6300 / 913-684-3052 (off post)
 Fax 913-682-6394

[Email](#)
[Website](#)

Monday - Friday 7:30 am - 5:00 pm
 Saturday and Sunday - closed

ID/CAC Card Processing

ID and CAC Card Processing
 861 McClellan Ave.
 Fort Leavenworth, KS 66027
 Phone 913-684-4452
 Phone (DSN) 312-552-4452
 Fax 913-684-4456
 Fax (DSN) 312-552-4456

[Email](#)
[Website](#)

Monday - Friday 7:30 am - 4:30 pm
 Saturday and Sunday - closed
 Holidays - closed

Legal Services/JAG

Legal Services/JAG
 415 Custer
 Fort Leavenworth, KS 66027
 Phone 913-684-4941
 Phone (DSN) 312-552-4941
 Fax 913-684-3029
 Fax (DSN) 312-552-3029

[Email](#)
[Website](#)

Monday - Friday 7:30 am - 4:30 pm
 Saturday and Sunday - closed
 Holidays - closed

Loan Closet

Loan Closet
 615 McClellan Avenue
 Fort Leavenworth, KS 66027
 Phone 913-684-2800
 Phone (DSN) 312-552-2800
 Fax 913-684-2859
 Fax (DSN) 312-552-2859

[Email](#)
[Website](#)

MWR (Morale Welfare and Recreation)*MWR Office*

600 Thomas Ave
Bldg 198, Rm 137
Fort Leavenworth, KS 66027
Phone 913-684-1666

Phone (DSN) 312-552-1666

Fax 913-684-4327

Fax (DSN) 312-552-4327

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

New Parent Support Program*New Parent Support Program*

Phone 913-684-2800

Fax 913-684-2859

Military Clothing Sales*Military Clothing Sales*

330 Kansas Avenue
Fort Leavenworth, KS 66027
Phone 913-651-7271
Fax 913-651-1752

[Email](#)[Website](#)

Monday - Thursday & Saturday 9:00 am - 7:00 pm

Friday 9:00 am - 9:00 pm

Sunday 10:00 am - 7:00 pm

New Parent Support Program*New Parent Support Program*

615 McClellan Avenue
Fort Leavenworth, KS 66027

Phone 913-684-2800

Phone (DSN) 312-552-2800

Fax 913-552-2859

Fax (DSN) 312-552-2859

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

Non-appropriated Funds (NAF) Human Resources*NAF Human Resources*

821 McClellan Avenue
Fort Leavenworth, KS 66027

Phone 913-684-2747

Phone (DSN) 312-552-2747

Fax 913-684-2947

Fax (DSN) 312-552-2947

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

Personal Financial Management Services*ACS Consumer Affairs and Financial Readiness Program*

615 McClellan Ave
Fort Leavenworth, KS 66027-2303

Phone 913-684-2800

Phone (DSN) 312-552-2800

Fax 913-684-2859

Fax (DSN) 312-552-2859

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

Personnel Support Office*Personnel Support Office*

861 McClellan Avenue
Fort Leavenworth, KS 66027

Phone 913-684-2651

Phone (DSN) 312-552-2651

Fax 913-684-3555

Fax (DSN) 312-552-3555

[Email](#)[Website](#)

Monday - Friday 8:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

Relocation Assistance Program*Army Community Service Relocation Readiness Program*

615 McClellan Ave
Fort Leavenworth, KS 66027-2303

Phone 913-684-2800

Phone (DSN) 312-552-2800

Fax 913-684-2859

Fax (DSN) 312-552-2859

[Email](#)[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Saturday and Sunday - closed

Holidays - closed

Restaurants/Fast Food

Food Court at PX
 310 Kansas Avenue
 Fort Leavenworth, KS 66027
 Phone 913-651-7271

[Email](#)

[Website](#)

Monday - Saturday 10:30 am - 6:00 pm
 Sunday 11:00 am - 5:00 pm

School Age Care

School Age Services
 320 Pope Ave
 Fort Leavenworth, KS 66027
 Phone 913-684-7518 / 913-684-7519 / 913-684-7527
 Phone (DSN) 312-552-7518
 Fax 913-684-7521
 Fax (DSN) 312-552-7521

[Email](#)

[Website](#)

Spouse Education, Training and Careers

Spouse Employment
 615 McClellan Avenue
 Fort Leavenworth, KS 66027
 Phone 913-684-2800
 Phone (DSN) 312-552-2800
 Fax 913-684-2859
 Fax (DSN) 312-552-2859

[Email](#)

[Website](#)

Monday - Friday 7:30 am - 4:30 pm
 Saturday and Sunday - closed
 Holidays - closed

Transition Assistance Program

Army Career and Alumni Program
 428 McPherson ave
 FTLVNWT, KS 66027
 Phone 913-684-3032/3072
 Phone (DSN) 312-552-2227
 Fax 913-684-2599
 Fax (DSN) 312-552-2599

[Email](#)

[Website](#)

Monday - Friday 7:30 am - 4:30 pm\
 Saturday and Sunday - closed
 Holidays - closed

Retirement Services

Retirement Services
 861 McClellan Avenue
 Fort Leavenworth, KS 66027
 Phone 913- 684-2651
 Phone (DSN) 312-552-2651
 Fax 913-684-3555
 Fax (DSN) 312-552-3555

[Email](#)

[Website](#)

Monday - Friday 8:30 am - 4:30 pm
 Saturday and Sunday - closed
 Holidays - closed

School Liaison Office/Community Schools

Fort Leavenworth School Liaison Officer
 600 Thomas Ave.
 Fort Leavenworth, KS 66027
 Phone 913-684-1655
 Phone (DSN) 312-552-1655
 Fax 913-684-4327
 Fax (DSN) 312-552-4327

[Email](#)

[Website](#)

Monday - Friday 7:30 am- 4:30 pm
 Saturday and Sunday - closed
 Holidays - closed

Temporary Lodging/Billeting

Hoge Barracks, Temporary Lodging and Welcome Center
 210 Grant Ave.
 Fort Leavenworth, KS 66027-1308
 Phone 913-684-4091 / 913-651-9522
 Phone (DSN) 312-552-4091
 Fax 913-684-4097
 Fax (DSN) 312-552-4097

[Email](#)

[Website](#)

Monday - Sunday 24 hours a day

Travel Office

Travel Office
 168 Pope Avenue
 Fort Leavenworth, KS 66027
 Phone 913-684-3236
 Phone (DSN) 312-552-3236
 Fax 913-682-2725

[Email](#)

[Website](#)

Monday - Friday 7:30 am - 5:00 pm
 Saturday and Sunday - closed
 Holidays - closed

VA Facilities*VA Facilities*

4101 S 4th Street
Leavenworth, KS 66048

Phone 913-682-2000 / 1-800-952-8387

Fax 913-758-4107

[Website](#)

Veterinary Services*Post Vet Clinic*

831 McClellan Ave
Bldg 88

Fort Leavenworth, KS 66027

Phone 913-684-6510

Phone (DSN) 312-552-6510

Fax 913-684-6549

Fax (DSN) 312-552-6549

[Email](#)

[Website](#)

Monday - Friday 7:30 am - 4:00 pm

Clinic Hours Tues/Thurs by appt

Saturday and Sunday - closed

Holidays - closed

Victim Advocate Services*Victim Advocate Services*

615 McClellan Avenue
Fort Leavenworth, KS 66027

Phone 913-684-2800

Phone (DSN) 312-552-2800

Fax 913-684-2859

Fax (DSN) 312-552-2859

[Email](#)

[Website](#)

Monday - Friday 7:30 am - 4:30 pm

Available to Victims 24/7

Welcome/Visitors Center*Hoge Barracks, Temporary Lodging and Welcome Center*

210 Grant Ave.

Fort Leavenworth, KS 66027-1308

Phone 913-684-4091 / 913-651-9522

Phone (DSN) 312-552-4091

Fax 913-684-4097

Fax (DSN) 312-552-4097

[Email](#)

[Website](#)

Monday - Sunday 24 hours a day

Women, Infants, and Children (WIC & WIC-O)*WIC*

500 Eisenhower Road
Suite 102

Leavenworth, KS 66048

Phone 913-250-2040

Fax 913-250-2039

[Email](#)

[Website](#)

Monday - Friday 8:00 am - 5:00 pm

Saturday and Sunday - closed

Youth Programs/Centers*Harrold Youth Center*

45 Biddle Blvd
Ft Leavenworth, KS 66027

Phone 913-684-5115 / 913-684-5118

Phone (DSN) 312-552-5115

Fax 913-684-5133

Fax (DSN) 312-552-5133

[Email](#)

[Website](#)

Monday - Friday office hours 9:30 am - 5:30 pm

Monday - Fri day Open Rec 5:30 pm - 8:00 pm

Saturday 1:00 pm - 6:00 pm

Sunday - closed

Major Units

500th MP Detachment

Contact Information:

Staff

COM: 913-684-4582

DSN: 312-552-4582

COM FAX: 913-684-4589

705th Military Police Battalion

Contact Information:

Staff

COM: 913-758-5827

DSN: 312-585-5827

COM FAX: 913-758-5829

Headquarters Combined Arms Center

Contact Information:

Staff

COM: 913-684-5621

DSN: 312-552-5621

COM FAX: 913-684-0048

CGSC

Contact Information:

Staff

COM: 913-684-3443

DSN: 312-552-3443

COM FAX: 913-684-3499

USDB

Contact Information:

Staff

COM: 913-758-5825

DSN: 312-585-5825

DENTAC

Contact Information:

Staff

COM: 913-684-5003

DSN: 312-552-5003

COM FAX: 913-684-6609

35th Infantry Division (M)

Contact Information:

Staff

COM: 913-758-5001

DSN: 312-585-5001

COM FAX: 913-758-5083

902nd Military Intelligence Group

Contact Information:

Staff

COM: 913-684-7861

DSN: 312-552-7861

Office of the Garrison Commander

Contact Information:

Staff

COM: 913-684-2993/3732

DSN: 312-552-2993

COM FAX: 913-684-1765

308th Military Battalion

Contact Information:

Staff

COM: 913-684-7861

DSN: 312-552-7861

COM FAX: 913-684-7867

MEDDAC

Contact Information:

Staff

COM: 913-684-6000

DSN: 312-552-6000

COM FAX: 913-684-6110

Veterinary Command

Contact Information:

Staff

COM: 913-684-6510

DSN: 312-552-6510