

# Reintegration Tip Sheet for Military Service Members

## How to Navigate Your Reintegration to the Workplace

The Department of Veterans Affairs (VA) welcomes you home and is grateful for your service to our nation. It is now our responsibility to provide you with the support you need to successfully reintegrate to your VA career. *VA for Vets* provides centralized, on-demand access to a wide array of work-related reintegration support services. From coaches to reintegration guides, webinars to checklists, the *VA for Vets* program will simplify your transition back into the workplace.

The following tips will help you to prepare for a successful return to your VA career:

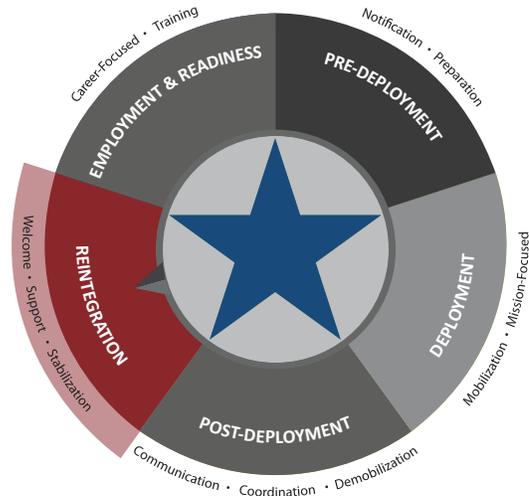
### Inform Your Supervisor

Contact your supervisor with the expected date you will be returning to work. Touch base with your coach, if applicable.

### Reconnect With Your HR Professional

Contact the human resources (HR) professional who helped with your deployment. If that person is no longer available, ask your supervisor or coach to help you locate the appropriate contact. Set up a meeting with an HR professional when you return to discuss your entitlements, benefits and leave, and for assistance with required forms.

- **Ask about leave:** You may be entitled to additional leave if you were deployed as part of the Global War on Terror. Find out if you are eligible for five paid work days of excused absence. Refer to the Office of Personnel Management's (OPM's) Guidance on the [Return to Civilian Employment for Activated Military Members](#).



- **Re-enroll in Federal Employees Health Benefits (FEHB):** If you discontinued FEHB during military duty, an HR professional can help you reinstate it. Refer to OPM's FEHB Frequently Asked Questions.
- **Review your SF-50:** Look up your Standard Form 50 (SF-50) in your Electronic Official Personnel Folder (eOPF) to validate that your Leave Without Pay (LWOP) status was correctly coded as LWOP-US to indicate military leave. Annual leave should not be accounted for on your SF-50, only LWOP.

### Review Your Rights

- **Know your rights under the Uniformed Services Employment and Re-employment Rights Act (USERRA):** USERRA guarantees you a job with the same status and pay rate you had when you left for deployment. You are also entitled to training to update your skills. Review Employer Support for Guard and Reserve's (ESGR's) [Frequently Asked Questions](#) about USERRA.
- **Check out Veteran programs and entitlements**  
You may be eligible for education assistance, home loans and vocational rehabilitation.

### Get Support

- **Access VA for Vets:** Take advantage of on-demand reintegration resources, including coaches, online training, checklists, guides and other reintegration support tools.
- **Use the Yellow Ribbon Program**  
Contact your local [Yellow Ribbon Program](#) for family support and reintegration activities.

### Welcome Back

As a military Veteran, your experiences will allow you to better understand and serve our country's Veterans. We, at VA, thank you for your continued service.

### Have Questions? Need Help?

Visit [VA for Vets](#) to access personalized, 24/7 support resources:

- **Coaches** – Contact a [trained coach](#) to discuss your deployment and reintegration questions one-on-one.
- **Virtual Collaboration Tool** – Interact with your coach, supervisor or HR professional in a personalized virtual workspace.
- **Training** – Attend online training programs through VA's Talent Management System to learn about deployment roles and your rights under USERRA.
- **Resources** – Use checklists, deployment and reintegration guides, resource directories, contact lists and other [VA for Vets](#) resources to plan for a successful reintegration process.
- **Videos and Events** – View videos and online webinars about the [VA for Vets](#) program and the hot topics surrounding the reintegration to the workplace.

## What is "VA for Vets?"

*VA for Vets* is a comprehensive program designed to attract, retain and support Veteran employees at the Department of Veterans Affairs (VA). We are dedicated to helping Veterans find jobs that maximize their military skills, while offering them effective career management tools to develop professionally. Come see how *VA for Vets* is connecting Veterans to the information, resources and tools they need to succeed at VA.

