

# Navy Region Northwest Casualty Assistance and Funeral Honors CACO Training



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https://cnrnw.cnic.navy.mil/Operations-and-Management/Funeral-Honors/CACO-Resources/



### **CACO Qualification**



#### To qualify as a CACO, you must be:

- An E7 or above with at least 2 years of active-duty service.
- An E6 may qualify with the Commanding Officer's (CO's) permission.

#### **Requirements for CACO Students**

- Obtain and review the <u>CACO Student Manual</u> and the <u>PCR User Guide</u>.
- Register for the three Casualty Assistance trainings available in JKO (Joint Knowledge Online).
- Attend CACO Training, which requires a minimum of 8 hours.
- Complete the JKO trainings within 2 weeks after attending CACO Training.

#### **Certification Process**

Once you have submitted your JKO certificates to the Region, you will receive your CACO Certificate.



# **Casualty Assistance Program**



#### **Reference Overview:**

- REF 1: DoD Instruction 1300.18: Department of Defense Casualty Instruction.
- REF 2: MILPERSMAN 1770 Series. PERS-00C owns the Navy's Casualty policy
- REF 3: CNICINST1770.2B CNIC Mandates and funds the CACO Program.
- REF 4: COMNAVREGNWINST1770.1F Region works with CACOs and Commands.

#### **Regions Across Navy Worldwide:**

- Train CACOs.
- Assign CACOs.
- Assist Next of Kin (NOK) via CACOs.
- Support Commands via Command Representatives.



# **Casualty Process and Support**



- Commands: Initiates the casualty process with a Personal Casualty Report (PCR) per
   MILPERSMAN 1770-030 via DCIPS. Time: within 4 hours of being appraised of the death.
- Regions: Act on PCR directions and assign CACOs.
- CACOs: Work with regions to ensure NOK receive all benefits then turnover to Navy Gold Star.
- Command Representatives: Collaborate with Region to fulfill Command responsibilities.
- Case Duration: Two to Six weeks depending on the type of NOK being assisted.
- Navy Gold Star: Takes over NOK care after all monetary benefits are provided.
- **Commands** must report when members are diagnosed with a terminal illness or have been admitted to the hospital, example: Motorcycle Accident. These are SI or VSI cases.
- Only **ACDU** deaths and **DUSTWUN** cases require a NOK notification via uniformed CACOs as directed by Region.

# **DD Form 1300**

**Report of Casualty** 





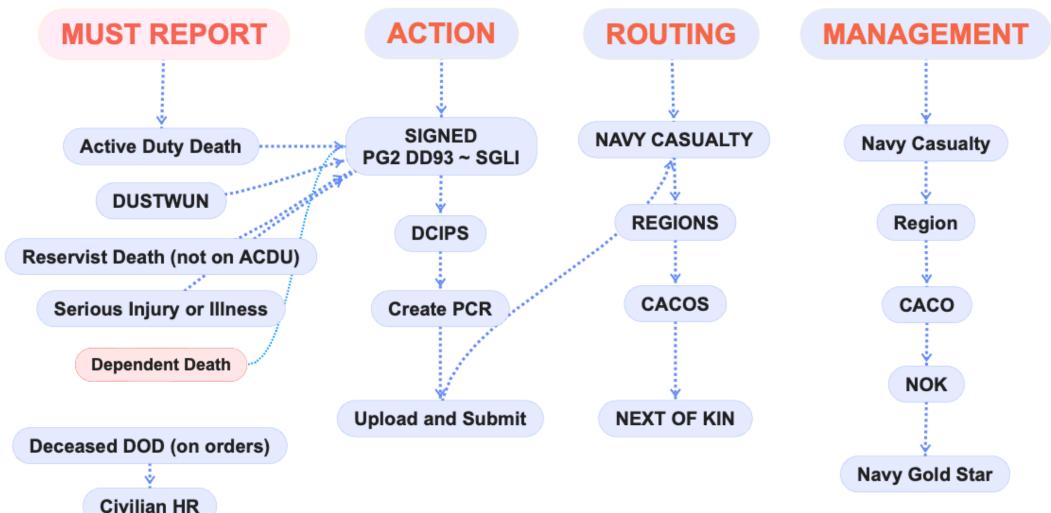
REPORT OF CASUALTY		COMMA	DEPARTMENT OF THE NAVY COMMANDER NAVY PERSONNEL COMMAND MILLINGTON, TN 38055-6210				REPORT CONTROL SYMBOL DD-P&R(AR)1664	
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3. SERVICE IDEN	TIFICATION			(27,393)		***		
a. NAME (Last; First,	b. SOCIAL SECURITY NO.		c. RANK	d. PAY GRADE	e. OCCUPATIONAL CODE RATING 11.05			
			MIDSHP					
f. COMPONENT	g. BRANCH	fi. ORGANIZA	ORGANIZATION					
Regular USN			United States Naval Academy					
4. CASUALTY INF	U. 150.000.0000					91400 B	30 W 20 W	
a. TYPE	b. STATUS	c. CATEGORY	TEGORY d. DATE OF CASUALTY e. PLACE OF CASUALTY				Υ.	
Nonhostile	Deceased	Рел	iding	01 Jan 2024 Gulfport, MS				
g. DUTY STATUS Active Duty/On Leave							h. BODY RECOVERED Yes	
5. BACKGROUND					8000 WARRES			
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e. ETHNICITY							f. SEX	
U.S./Canadian Indian							Male	
g, RELIGIOUS PREP								
No Religious Pr					2077/10/2020			
6. ACTIVE DUTY I								
a. PLACE OF ENTRY		b. DATE OF ENTRY		RECORD AT TIME	OF ENTRY			
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7. INTERESTED P	ERSONS/REMARKS (	iame, Address, and Reis	tionship) (Conf	nue on separate sh	eet, if necessary,			
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**** End of Inter	ested Persons ****			and the second s				







#### REPORTING AND CASE MANAGEMENT







# So.... Where do CACOs come from?

#### **Parent Command**

• If the NOK Resides within 50 Miles from the Command

#### **Naval Installations**

 Designated by Regional Commander to support NOK in their AOR





#### CACO FLOW

**WEEK THREE WEEK TWO WEEK ONE** VISIT 2 VISIT 1 VISIT 3 VISIT 4 **NOTIFICATION SIGNATURES UNPAID PAY DAYS AHEAD BINDER** PCR - DD93 - SGLI **DEATH GRATUITY FUNERAL (MAO)** SBP DIC **OPNAV 1** TRAVEL EFT HHG / PCS **OPNAV 2 VOIDED CHECK SGLI FUNERAL PAY** DISCUSS **GOLD STAR GOLD STAR OPNAV 3** 

CACO, COMMAND REP, REGION, PERS, DFAS, WORK FOR THE COMMON GOAL



IDENTIFY REPORT PCR DD93 SGLI

LINE OF DUTY

**ESCORT** 

PERS EFF HHG CO LETTERS EDVR REP REGION PERS



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#### Command Responsibilities & Next ok Kin Benefits

Locate Remains

Identify Remains

Retrieve / Upload PG2 and SGLI

Make Reports in DCIPS (DUSTWUN)

Call Navy Casualty (PERS-00C)

Call Mortuary Affairs (MAO)

Triad to PERS-00C

HHG Designation Letter

Inventory Board (PERSEFF)

Escort

Line of Duty Investigation

Provide Uniform (MAO)

CO Statement for CNO

CO Condolence Letter

**Command Memorial** 

Police Report

Locate the Vehicle

Ship HHG

**Return Mail to Sender** 

Adjust EDVR

**Progress Meetings** 

Care Package for PNOK

Command

NOK

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Notification (PCR SGLI & Forms)

Collect NOK Personal Info - Form 1770-1/2/3

Death Gratuity - Form - 375

**Disposition of Remains - Form 3045** 

365 BAH Form - Form 1174

Unpaid Pay - Form 1174

Days Ahead Binder - Benefit Package

DD Form 1300 (no DD-214)

SBP - DCI (monthly pension)

SGLI - Form 8283

Social Security Funeral Allowance

Flag and Wooden Flag Case

MGIB Refund

Funeral Travel - DTS

**Memorial Travel - DTS** 

Funeral Pay From 1375 & CEFT

**VA Headstone** 

Travel Claim Form 1352-2

**Presidential Memorial Certificate** 

PCS Move - Storage

W2 via US Mail

**TSP Refund** 

New ID DEERS (DD 1300)

**TRICARE - DENTAL** 

Investigations

Gold Star turnover





