MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DEPARTMENT OF VETERANS AFFAIRS
AND
THE DEPARTMENT OF DEFENSE

SUBJECT: Federal Health Care Resources Sharing Database

This Memorandum of Understanding (MOU) rescinds the "Federal Health Care Resources Sharing Database" MOU between the Department of Veterans Affairs (VA) and Department of Defense (DoD), dated May 4, 1994.

I. AUTHORITY

38 U.S.C., Section 8111 authorizes health care resources sharing between the Department of Veterans Affairs and the Department of Defense.

II. PURPOSE

This MOU is intended to facilitate effective management of the VA and DoD Health Care Resources Sharing Program through the use of an automated joint database. This MOU establishes the objectives, policies, and guidelines for collecting, maintaining, generating, and using data in the Federal Health Care Resource Sharing Database. This MOU delineates Departmental responsibility for development, maintenance, and operations.

III. OBJECTIVES

A. Provide a data repository for all VA/DoD sharing agreements and TRICARE contracts.

B. Provide VA and DoD management with an automated tool for planning, evaluating, and supporting the VA/DoD Health Care Resources Sharing Program.

C. Provide accurate and timely information for management and various stakeholder requests.

IV. POLICY

A. The Federal Health Care Resources Sharing Database shall be located on the DoD/VA Sharing Database section of the U.S. Government Collaboratorium (hereafter referred to as "eRoom"), a collaborative web-based workspace.

B. The DoD/VA Program Coordination Office (DVPCO) - DoD or the VA/DoD Sharing Office - VA will approve all VA and DoD users' access to the database for reading and printing reports.

C. Both VA and DoD will monitor the database to ensure the current data is available and accurate. All active sharing agreement data will remain in the database at all times. Active sharing agreement documents will be linked to the database for user access. Inactive sharing agreement data will be kept in the database for a one-year period. All inactive sharing agreement data and documents older than one year will be archived for seven years, with retrieval within 48 hours.

D. The database will provide aggregate data for reports to the Congress and other stakeholder reports as requested.

E. Any external request for information received by either Department will be coordinated with the other Department prior to release of data.

V. RESPONSIBILITIES

A. VA will:

1. Enter all approved sharing agreement information into the database.
2. Serve as the database manager; serve as the point of contact for inquiries and resolution of problems, update database files, and coordinate software and policy changes with DoD through the VA/DoD Sharing Office, VA.

B. DoD will:

1. Provide oversight of user access for both DoD and VA to the database and security of the eRoom via the TRICARE Management Activity (TMA) Network Operations Office.
2. Conduct overall program management for DoD and serve as a point of contact for inquiries and resolution of problems for DoD through DVPCO.

C. Both DoD and VA will:

1. Provide ongoing support and upgrades, when applicable, to the database.
2. Conduct a mutual reconciliation on all data fields within the database annually.
3. Develop and publish a user manual to be disseminated on the eRoom.

VI. GUIDELINES FOR INDIVIDUAL SHARING AGREEMENTS BETWEEN DOD AND VA ENTITIES

A. Both DoD and VA will conduct a mutual reconciliation on all data fields within the database annually. Renewed and amended agreements will maintain the original agreement number with an alpha version suffix.

B. All agreements must identify terms for reimbursement or reimbursements in kind.

C. All services specified in the agreements will be based on a standardized list of services jointly approved by VA and DoD.

VII. EFFECTIVE DATE

A. This MOU will be effective as of the date on which both parties have signed this MOU.

B. A review of this MOU will be conducted annually to determine continued applicability or the need for modification.

C. This MOU may be terminated by either party with 30 days written notice to the other party or may be terminated without notice upon the mutual written consent of both parties.

D. This MOU will remain effective until terminated in accordance with the provisions of paragraph C.

MAY 8 2006

Michael J. Kussman, MD, MS, MACP
Principal Deputy Under Secretary for Health
Department of Veterans Affairs

APR 27 2006

Stephen L. Jones
Principal Deputy Assistant Secretary
Department of Defense