

SOLDIER READINESS PROCESSING

Thank you for visiting the Soldier Processing Center, Conroy Bowl! When you visit our facility, your stay will be organized by stations.

See the Checklists for Required Documents, or download the DA Form 7425

STATION 1: UNIT ACCOUNTABILITY/RECORDS (UNIT FUNCTION)

At this station Soldier will:

- Check with the Unit Representative for incoming and outgoing accountability.
- Unit Rep will issue SRF packets to the Soldier
- Unit Rep will collect validated DA Form 7425 from the Soldier and check them out fro accountability

STATION 2: WAITING/BRIEFING AREA

At this station Soldier will:

- Soldier will receive briefing.
- Complete SRF/medical forms when necessary

STATION 3: SRP OUT-PROCESSING (SRP ADMIN FUNCTION)

At this station Soldier will:

- Soldier will receive final validation stamp after completion of admin and medical stations.
- Validated DA Form 7425 will them be turn in to Unit representative at station 1.

STATION 4: PERSONNEL (UNIT S1, S2, S3, S4, UNIT LEGAL AND UNIT CHAPLAIN

At this station Soldier will:

- Update your DD 93 and SGLV (S1)
- Validate Unit portion of the DA Form 7425
- Receive wills and powers of attorney (if needed) (LEGAL)
- Receive a Service Members Civil Relief Act Brief (LEGAL)
- Receive the Uniformed Services Employment and Reemployment Act Brief (LEGAL)

STATION 5: ACS (ONLY WHEN A NO-NOTICE SRP IS CONDUCTED

At this station Soldier will:

- Be validated by ACS portion of the DA Form 7425

STATION 6: MPD SFL-TAP (ONLY WHEN A NO-NOTICE SRP IS CONDUCTED

At this station Soldier will:

- Be validated by SFL-TAP portion of the DA Form 7425

STATION 7: FINANCE (ONLY WHEN A NO-NOTICE SRP IS CONDUCTED AND CENTCOM MISSION

At this station Soldier will:

- Be validated by FINANCE portion of the DA Form 7425, EAGLE Cash Card for CENTCOM missions.
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MEDICAL - At this station you will:

- Receive a medical threat brief & health benefits brief
- Receive a hearing brief & be supplied hearing protection
- Receive medical evaluation and records review
- Receive updated vision and hearing screenings
- Receive deployment-required immunizations

COMPLETE A PRE-DEPLOYMENT HEALTH ASSESSMENT (CAC LOGIN REQUIRED)

COMPLETE THE PHARMACY DEPLOYMENT RX FORM (Do not complete the physician portion)

Bring the following:

- A list of all of your current medications
- Red medical alert dog tags (if applicable)
- A 30-90 day supply of your current prescription medications
- A copy of your vaccination records (**FIND THEM ON MEDPROS**)
- A copy of your **HEARING TEST RECORD (ON MEDPROS)**

For more detailed information on the SRP Medical process, please contact Mr. Matt Momiya, Operations Officer, US Army health Clinic Schofield Barracks Hawaii at (808) 433-8502 / (808) 655-8500, email: matthew.s.momiya.civ@mail.mil; or the SRP Medical NCOIC at (808) 655-9053.

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SOLDIER READINESS PROCESSING ADMINISTRATIVE SECTION

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