

FORT CAMPBELL, KY CHILD, YOUTH & School SERVICES (CYSS)
Parent Central Services (PCS)
Bldg 5384 Tennessee & 5th Street (Behind Hourly Care)
(270) 798-0674 (270) 798-2962 Fax

PCS OFFICE HOURS

Mon-Thu 0800-1800 (Walk Ins & Appointments)

Friday 0800-1700 (appointments only)

To expedite your CYS registration process, please have the following information available.

Items / Information to Bring To Complete Registration:

- **Proof of Child Eligibility** (i.e. DEERS Enrollment, Birth Certificate with Sponsor's name, Legal Guardianship papers, or Child Military ID Card)

- **Parent(s) Home and Work Information** (Need street address, Unit name, phone numbers, AKO email address)

- **Proof of Parent(s) Income** (i.e. LES and/or last 3 Pay Stubs)
[Needed to determine DOD Fee Category for CDC, FCC or SAS fees]

- **Local Emergency and Child Release Designees** (minimum of 2)
[Need names and phone numbers]

- **Family Care Plan DA Form 5840/5305**(Required for Single/Dual Military)

- **Child's Official Shot Record**

- **Deployment or WTU Orders**
- **ERB/ORB or Proof of 5th group/160th**(phone roster/memo)
- **Rear Detachment Memo** (with start date and end date)
(Families receive Total Army Strong Benefits)

Forms To Be Completed BEFORE/DURING/AFTER Your Registration

- **Health Screening Tool**
(To record/evaluate child's allergies, medical/physical conditions, etc)

- **Child Health Assessment**
(CYSS Form needed with Dr Signature and Clinic Stamp
(Due within 30 days of Registration, every 3 years for Reregistration or every year for Sports Participation)

- **Medical Action Plans (MAP)**
[Required for special diets, allergies, respiratory condition etc.]

- **DOD Child Care Fee Application**

New to Fort Campbell CYSS

Pre Register, download forms and print TAX STATEMENTS on line at:

www.fortcampbellmwr.com

- Click on the "Facilities & Programs" tab
 - Look for the CYS Services, click on "Parent Central Services"
- Click on "Online Services" & "Online Pre-registration Services"