

Job Aid for Medal of Honor-Surviving Spouse

Make sure EP 290 is pending with the correct label as shown below.

* EP & Claim Label:

* Modifier:

****How to setup when there is NO running award****

1. Choose the second line of the claim under "Claim Type."

Enter File Number or SSN:

Records Found

All Relationships for CARL PERALTA File Number: 762062637 SSN: 762062637

All Participants

Name	Relationship	File Number	PID	SSN	TIN
PERALTA, CARL	Veteran	762062637	600842839	762062637	
PERALTA, MARY	Spouse		601012323		

All Awards

Award Type	Name	Role	File Number	SSN	TIN
CPD Spouse	PERALTA, CARL	Veteran	762062637	762062637	
CPD Spouse	PERALTA, MARY	Primary			

All Claims

Claim Type	Claim Status	Date of Claim	Name	Role	File Number	SSN	TIN	Jurisdiction
PMC - Medal of Honor - Surviving Spouse	Self Returned	01/05/2021	PERALTA, CARL	Veteran	762062637	762062637		National Work Queue (499)
PMC - Medal of Honor - Surviving Spouse	Self Returned	01/05/2021	PERALTA, MARY	Claimant				National Work Queue (499)

Tools...

Tools and Utilities to support Awards

▼ Veteran Summary

SSN: 762062637

Gender: M

Birth Date: 11/28/1929

Death Date: 07/17/2020

General POA:

SC:

► Military Service

► Rated Issues

► Pending Claims

► Veteran Flashes

► Dependents

► Common Functionality

2. Choose **"Add New Award."**

All Awards

There are no current or proposed awards for this person.

Record Decisions **Add New Award** Decision History Award History [Return to Awards Search](#)

3. Choose **"CPD Spouse"** from the **"Award Type"** drop down and then hit **"Accept."**

Add New Award

Beneficiary: **MARY PERALTA**

* Award Type: CPD Spouse

File Number: 762-06-2637

Validate File Number

Name: **CARL PERALTA**

Accept [Abandon](#)

- Choose **“Record Decisions”** as shown below.

CPD Spouse - 762-06-2637 Mary Peralta

Record Decisions Add New Award Decision History Award History Return to Awards Search

Tools...

Tools and Utilities to support Awards

▼ Veteran Summary

SSN: 762062637
 Gender: M
 Birth Date: 11/28/1929
 Death Date: 07/17/2020
 General POA:
 SC:

► Military Service
 ► Rated Issues
 ► Pending Claims
 ► Veteran Flashes
 ► Dependents
 ► Common Functionality

- Select the claim and choose **“Add”** so that claim is moved to the right (if it is not already on the right) as shown below. Then choose **“Basic Eligibility”** on the left side of the screen.

Record Decisions

★ Main

Apportionments
 Award Adjustments
Basic Eligibility
 Dependency
 Elections
 Financial
 Institutionalizations
 Military Eligibility
 Military Payment Info
 Rating
 Fraud

Select Claims to Associate with the Award Action:

Available Claims:

Claim Types	Name	Claim Date

Selected Claims:

Claim Types	Name	Claim Date
PMC - Medal of Honor - Surviving Spouse	MARY PERALTA	01/05/2021

Display All Claims

Only Generate New Award Lines From:

Generate Award Review Current/Proposed Suspend/Resume Award History Decision History

Diaries Revert to Last Auth Award Priors Return to All Awards

- Choose from the “**Decision**” drop down “**Eligible Medal of Honor Survivor**” and the applicable “**MOD- Month of Death**” decision based on your claim. Input the correct date based on the specifications of your claim. Choose “**Done**” once your choices are input. Then choose “**Return to Main**”.

Record Decisions - Basic Eligibility

- Main
- Apportionments
- Award Adjustments
- Basic Eligibility
- Dependency
- Elections
- Financial
- Institutionalizations
- Military Eligibility
- Military Payment Info
- Rating
- Fraud

Select	Decision Date	Decision	Event Date	Award Effective Date	Pay Grade	Month of Death Amount	Benefit	Service Perk
<input type="checkbox"/>	03/25/2022	Eligible Medal of Honor Surviv	01/05/2021	02/01/2021				
<input type="checkbox"/>	03/25/2022	Denied-Not entitled to MOD						

- Choose “**Generate Award.**”

Record Decisions

- Main
- Apportionments
- Award Adjustments
- Basic Eligibility
- Dependency
- Elections
- Financial
- Institutionalizations
- Military Eligibility
- Military Payment Info
- Rating
- Fraud

Select Claims to Associate with the Award Action:

Available Claims:

Claim Types	Name	Claim Date

Selected Claims:

Claim Types	Name	Claim Date
<input type="checkbox"/> PMC - Medal of Honor - Surviving Spouse	MARY PERALTA	01/05/2021

Display All Claims

Only Generate New Award Lines From:

- Choose **“Continue Generation”** unless you need to add Direct Deposit information then you would choose **“Enter EFT Address.”**

Address Display

CP Payment Address
 MARY PERALTA
 1000 HOME DRIVE
 HEPHZIBAH GA 30815

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Payment Will Be Sent to the CP Payment Address.
 Selecting Continue Generation Will Generate the Award.

Selecting Enter EFT Address Will Allow you To Change the Address Using an EFT Format.

If the Address Change Requires a Postal Format, Please Change the Address Using the Change of Address Process in Share.

Selecting Cancel Generation will return you to Record Decisions.

- This screen should come up. Your award is processed and ready to be authorized.

No Current Award Proposed Award - Net Effect \$18,287.49

Select	Effective	Svc Pd	Benefit	Award Basis	Award Gross	Added to Gross	Total WH	Award Net	Sp Mthly Ent	# Minor	# Helpless	# School	IVAP	MAPR	Inst Adj	Tort Adj	Tort Bal	Other Adj
<input checked="" type="radio"/>	02/01/2021	Korean Conflict	MOHS		\$1,406.73			\$1,406.73										
<input type="radio"/>	02/01/2023	Korean Conflict	MOHS		\$1,489.73			\$1,489.73										

Display from Earliest Changed Line on this Award Display All Award Lines

Award Reasons
 Entitled to MOD Benefit

Beneficiary	Beneficiary Type	Amount
MARY PERALTA	Primary Beneficiary	\$1,406.73

Beneficiary	Fiduciary	Pay Status	Last Paid On	Paid Through	Pending Suspend/Resume Action	Net Effect	Retro Pay Date
Mary Peralta		Active				\$18,287.49	02/01/2021

*****How to setup when there is a RUNNING AWARD*****

1. Choose the second line of the claim under "Claim Type."

Records Found

All Relationships for VANITA LAURALEE TOUHEY File Number: 666026304 SSN: 666026304

All Participants

Name	Relationship	File Number	PID	SSN	TIN
TOUHEY, VANITA LAURALEE	Veteran	666026304	600958873	666026304	
ONE, SPOUSE	Spouse		600958874	822857621	

All Awards

Award Type	Name	Role	File Number	SSN	TIN
CPD Spouse	TOUHEY, VANITA LAURALEE	Veteran	666026304	666026304	
CPD Spouse	ONE, SPOUSE	Primary		822857621	

All Claims

Claim Type	Claim Status	Date of Claim	Name	Role	File Number	SSN	TIN	Jurisdiction
PMC - Medal of Honor - Surviving Spouse	Returned by Other User	01/05/2021	TOUHEY, VANITA LAURALEE	Veteran	666026304	666026304		National Work Queue (499)
PMC - Medal of Honor - Surviving Spouse	Returned by Other User	01/05/2021	ONE, SPOUSE	Claimant		822857621		National Work Queue (499)

Tools and Utilities to support Awards

- ▼ Veteran Summary
 - SSN: 666026304
 - Gender: F
 - Birth Date: 08/23/1945
 - Death Date: 10/31/2018
 - General POA:
 - SC:
- ▶ Military Service
- ▶ Rated Issues
- ▶ Pending Claims
- ▶ Veteran Flashes
- ▶ Dependents
- ▶ Common Functionality

2. You should see the current running award for the claimant. Choose "Record Decisions" shown below.

CPD Spouse - 666-02-6304 SPOUSE ONE

Select	Effective	Sy Pd	Benefit	Award Basis	Award Gross	Added to Gross	Total W/H	Award Net	Sp Mth Ent	# Minor	# Helpless	# School	IVAP	MAPR	Inst Adj	Tort Adj
<input type="radio"/>	12/01/2019	Gulf War	Improved Death Pension		\$746.00			\$746.00	AA					\$5,783.00	\$14,742.00	
<input type="radio"/>	12/01/2020	Gulf War	Improved Death Pension		\$762.00			\$762.00	AA					\$5,789.00	\$14,934.00	

Display from Earliest Changed Line on this Award Display All Award Lines

Award Reasons
Original Award

Beneficiary	Beneficiary Type	Amount
SPOUSE ONE	Primary Beneficiary	\$695.00

Beneficiary	Fiduciary	Pay Status	Last Paid On	Paid Through	Pending Suspend/Resume Action
SPOUSE ONE		Active	04/01/2022	03/31/2022	

Tools...

Tools and Utilities to support Awards

- ▼ Veteran Summary
 - SSN: 666026304
 - Gender: F
 - Birth Date: 08/23/1945
 - Death Date: 10/31/2018
 - General POA:
 - SC:
- ▶ Military Service
- ▶ Rated Issues
- ▶ Pending Claims
- ▶ Veteran Flashes
- ▶ Dependents
- ▶ Common Functionality

- Select the claim and choose **“Add”** so that claim is moved to the right (if it is not already on the right) as shown below. Then choose **“Basic Eligibility”** on the left side of the screen.

The screenshot shows the 'Record Decisions' interface. On the left is a navigation menu with 'Basic Eligibility' selected. The main area is titled 'Select Claims to Associate with the Award Action:'. It features two tables: 'Available Claims' (currently empty) and 'Selected Claims' (containing one entry: 'PMC - Medal of Honor - Surviving Spouse' with name 'SPOUSE ONE' and claim date '01/05/2021'). Below the tables are buttons for 'Add' and 'Remove'. At the bottom, there are several action buttons: 'Generate Award', 'Review Current/Proposed', 'Suspend/Resume', 'Award History', 'Decision History', 'Diaries', 'Revert to Last Auth Award', 'Priors', and 'Return to All Awards'.

- Input **“Decision”** for **“Eligible Medal of Honor Survivor”** this should be the only line that you need to add. You should not need to delete or add any other lines unless in the rare occasion the MOD decision line is missing. Once your decisions are input based on the specifications of your claim. Choose **“Done”** and then choose **“Return to Main.”**

The screenshot shows the 'Record Decisions - Basic Eligibility' interface. On the left, 'Basic Eligibility' is selected in the navigation menu. The main area contains a table with the following data:

Select	Decision	Decision	Event Date	Award Effective Date	Pay Grade	Month of Amount	Benefit	Service Pay
<input type="checkbox"/>	09/01/2021	Denied-Not entitled to MC						
<input type="checkbox"/>	09/01/2021	Eligible for Improved Deat	10/31/2018	11/01/2018				
<input type="checkbox"/>	03/25/2022	Eligible Medal of Honor Si	01/05/2021	02/01/2021				

On the right side of the table, there are buttons for 'Add', 'Delete', 'Undo', 'History', 'Done', and 'Return To Main'.

5. Choose **“Generate Award.”**

Record Decisions

★ Main

- Apportionments
- Award Adjustments
- Basic Eligibility
- Dependency
- Elections
- Financial
- Institutionalizations
- Military Eligibility
- Military Payment Info
- Rating
- Fraud

Select Claims to Associate with the Award Action:

Available Claims:

Claim Types	Name	Claim Date
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Display All Claims

Only Generate New Award Lines From:

Selected Claims:

Claim Types	Name	Claim Date
<input type="checkbox"/> PMC - Medal of Honor - Surviving Spouse	SPOUSE ONE	01/05/2021

6. Choose **“Continue Generation”** unless you need to add Direct Deposit information then you would choose **“Enter EFT Address.”**

Address Display

CP Payment Address
SPOUSE ONE
123 AUTOMATION LN
CHARLESTON SC 29401

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Payment Will Be Sent to the CP Payment Address.
Selecting Continue Generation Will Generate the Award.

Selecting Enter EFT Address Will Allow you To Change the Address Using an EFT Format.

If the Address Change Requires a Postal Format, Please Change the Address Using the Change of Address Process in Share.

Selecting Cancel Generation will return you to Record Decisions.

7. This screen should come up, your award is processed and ready to be authorized. You will see that the claimant is still receiving their original benefit and the MOHP survivors' benefit has been added to their award.

In this example the claimant is now receiving \$2,168.73 which is the survivor pension rate of (\$762.00 + \$1,406.73 the rate for 2021 MOHP survivor's benefit).

Current Award
Proposed Award - Net Effect \$18,749.49

Select	Effective	Svc Pd	Benefit	Award Basis	Award Gross	Added to Gross	Total W/H	Award Net	Sp Mthly Ent	# Minor	# Helpless	# School	IVAP	MAPR	Inst Adj	Tort Adj	Tort Bal	Other Adj
<input type="radio"/>	12/01/2019	Gulf War	Improved Death Pension		\$746.00			\$746.00	AA				\$5,783.00	\$14,742.00				
<input type="radio"/>	12/01/2020	Gulf War	Improved Death Pension		\$762.00			\$762.00	AA				\$5,789.00	\$14,934.00				
<input type="radio"/>	02/01/2021	Gulf War	MOHS		\$2,168.73			\$2,168.73	AA				\$5,789.00	\$14,934.00				

Display from Earliest Changed Line on this Award Display All Award Lines

Award Reasons
 Original Award

Beneficiary	Beneficiary Type	Amount
SPOUSE ONE	Primary Beneficiary	\$695.00

Beneficiary	Fiduciary	Pay Status	Last Paid On	Paid Through	Pending Suspend/Resume Action	Net Effect	Retro Pay Date
SPOUSE ONE		Active	03/01/2022	02/28/2022		\$18,749.49	02/01/2021

Return Award
Gen eDoc
Decision History
Award History
GAO
Gen Letter
Return to Search
Return to Record Decisions