

Dear [insert Veteran name],

The Department of Veterans Affairs (VA) has conducted a special review of traumatic brain injury (TBI) examinations completed between 2007 and 2015 in support of disability compensation claims for TBI. This review revealed a number of initial TBI examinations that were not conducted by a neurologist, psychiatrist, physiatrist, or neurosurgeon. You are receiving this letter because your initial TBI exam was not performed by one of these specialists, and we are offering you the option to undergo a new TBI exam by an appropriate specialist.

To ensure that you have the opportunity to fully support your prior TBI claim, the Secretary of Veterans Affairs has exercised his authority to permit reprocessing of your prior TBI claim if you undergo a new TBI exam conducted by an appropriate specialist. If you would like VA to reprocess your prior TBI claim, you must notify VA within one year of the date of this letter. Upon receiving your request, VA will schedule you for a new TBI exam by an appropriate specialist and, once the exam is completed, VA will reprocess your prior TBI claim. You may also provide copies of medical evidence from private physicians for consideration as part of this review.

If you request reprocessing of your prior TBI claim and are currently service connected for TBI and/or any residuals of TBI, the new decision may result in an increased evaluation, a proposal for a reduced evaluation, or continuation of your prior disability evaluation.

Important: Please note that you have one year from the date of this letter to request a new TBI exam and reprocessing of your prior TBI claim. If you submit a written request, please state that “I am requesting reprocessing under VA’s special TBI review.”

To initiate reprocessing of your prior TBI claim, you can use any of the following options:

If you	Here is what to do.
Telephone	Call our Special Issue Hotline at 1-800-749-8387. If you use a Telecommunications Device for the Deaf (TDD), the Federal number is 711. You will be prompted to choose option “0” if you received this letter.
Write	Complete the attached VA Form 21-4138, <i>Statement in Support of Claim</i> . Please put your full name and VA file number on the letter, and annotate your request by stating that “I am requesting reprocessing under VA’s special TBI review.” VA now uses a centralized mail system. Please mail or fax your written correspondence to the appropriate address listed on the attached <i>Where to Send Your Written Correspondence</i> chart, below.

If you have any questions or require any additional information, please call 1-800-749-8387.

Regional Office Director

Enclosures: VA Form 21-4138
Where to Send Your Written Correspondence

cc: [Insert POA]

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