



Benefits Delivery at Discharge (BDD) Claim Assistance

The County of Ventura Veteran Services Office is at the Fleet and Family Service Center, every Wednesday, 0800 – 1600.

You can schedule your first appointment as early as 210 days prior to separation/retirement.

To schedule an appointment, please call 805-477-5155.

What to provide when scheduling an appointment:

- Full name, social security number (SSN), and date of birth
- Current address – zip code will be used to schedule compensation and pension exams approximately 45 days after claim is received by VA. If relocating, provide new address and date of intended move.
- Military entrance date and separation date
- Pay grade at separation/retirement
- Characterization of discharge, if known
- Dependent information (include SSN, date of birth and marriage dates)

What to bring the day of the appointment:

- ❑ A digital copy of your service medical/dental records on a USB thumb drive or CD that will be certified mailed to the Veterans Benefits Administration and not returned. If you have been seen in the community, we encourage you to obtain a copy of those records. Please **DO NOT** place any documents other than your service medical/dental records on the USB thumb drive.

What to bring the day of the appointment: (continued)

- A typed list of all conditions you want to file for on this claim on a plain sheet of paper.
- Please ensure all printed documents are single-sided.
- Separation Health Assessment, Part A (completed, printed and signed) *
[VA.gov/resources/separation-health-assessment-for-service-members/](https://www.va.gov/resources/separation-health-assessment-for-service-members/)
- If filing a claim that includes posttraumatic stress disorder, please complete, print single-sided and sign VA form 21-0781 [VA.gov/find-forms/about-form-21-0781/](https://www.va.gov/find-forms/about-form-21-0781/) and bring to the appointment. *

* NOTE: When completing these forms, ensure everything you typed is visible on the printed copy. The online version allows you to type a paragraph but only two lines may be visible when printed.

Copies of:

- Marriage certificate
- Birth certificates for dependent children
- Divorce decrees (or death certificates) and dates and locations of all prior marriages for you and your current spouse
- Social security cards for all dependents
- Voided check or direct deposit slip** – required for all first-time claims

What to expect the day of the appointment:

- You should expect the appointment to take 45 minutes to an hour.
- Our veterans claims officer will walk you through the process of filing your BDD claim, generate all required application forms and answer any questions you may have.
- A follow up appointment, if not already scheduled, will be addressed to review claimed conditions and sign application documents.

Thank you for your service to a grateful nation.

