#### Department of Veterans Affairs M21-1, Part III, Subpart vi

**Veterans Benefits Administration May 14, 2015**

**Washington, DC 20420**

#### Transmittal Sheet

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| Changes Included in This Revision | The table below describes the changes included in this revision of Veterans Benefits Manual M21-1, Part III, “General Claims Process,” Subpart vi, “Special Authorization Issues.”***Notes***: * Unless otherwise noted, the term “claims folder” refers to the official, numbered, Department of Veterans Affairs (VA) repository – whether paper or electronic – for all documentation relating to claims that a Veteran and/or his/her survivors file with VA.
* Minor editorial changes have also been made to
* update procedures for electronic claims folder processing
* update incorrect or obsolete references
* update the term “notification letter” to “decision notice”
* update obsolete terminology, where appropriate
* clarify block labels and/or block text, and
* bring the document into conformance with M21-1 standards.
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| Reason(s) for the Change | Citation |
| To delete the note in Block d as redundant because the same information regarding eligibility of National Guard or Reserve members already appears in Block d as important bulleted items. | M21-1, Part III, Subpart vi, Chapter 7, Topic 2, Block d (III.vi.7.2.d) |
| To add a note stating the claimant requesting civil service preference must certify and document the Veteran’s inability to work because of a service-connected disability by completing *Standard Form (SF) 15, Application for 10-Point Preference*. | III.vi.7.2.h |
| To add instructions that if the claims folder is an electronic claims folder (eFolder), the request document must be annotated in Veterans Benefits Management System (VBMS). | III.vi.7.7.c |
| To add instructions that if the claims folder is an electronic claims folder (eFolder), the request document must be annotated in VBMS. | III.vi.7.7.d |

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| Rescissions | None |

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| Authority | By Direction of the Under Secretary for Benefits |

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| Signature | Thomas J. Murphy, DirectorCompensation Service |

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