

RATING PROTECTION FILE CHECKLIST

Build one organized record for protection dates, reexamination status, and any proposed action.



PART ONE
Rating history

PART TWO
Current medical and functional record

PART THREE
Notice and deadline control

RULE FILE

A protection argument is only as reliable as the dates and documents behind it. Use this checklist before filing an increase, answering an examination notice, or responding to a proposed reduction or severance.

CHECKLIST 01 | RATING HISTORY

DECISIONS AND CODESHEET

All rating decisions	Include grants, increases, continuations, reductions, severances, restorations, and deferred issues.	COLLECTED / MISSING
Current codesheet	Verify diagnostic codes, percentages, effective dates, combined evaluation, bilateral factor, and future-exam status.	DATE REVIEWED
Protection timeline	Calculate five-year, ten-year, and each twenty-year date separately.	DATES CONFIRMED
Total-rating basis	Identify schedular 100 percent, TDIU, temporary total, or another basis.	BASIS CONFIRMED

CHECKLIST 02 | EVIDENCE

MEDICAL AND FUNCTIONAL RECORD

CARE Longitudinal treatment Collect relevant records before and after the examination or alleged improvement.	EXAMS Prior and current examinations Compare completeness, testing, history, flare-ups, and functional findings.	LAY Lay evidence Prepare a precise typical-day, episode, work, accommodation, and assistance history.	WORK Employment evidence Preserve hours, earnings, leave, accommodations, duties, and interruptions when employability matters.
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CHECKLIST 03 | NOTICE CONTROL

PROPOSED ACTION OR REEXAMINATION

Notice date	Save the complete notice and envelope or electronic delivery record.	MM / DD / YYYY
Action identified	Reduction, severance, reexamination, missed-exam pretermination, or another action.	ACTION TYPE
Hearing deadline	Calendar the applicable 30-day receipt deadline when predetermination rights apply.	DUE DATE
Evidence deadline	Calendar the applicable 60-day response period and retain delivery proof.	DUE DATE

CHECKLIST 04 | QUALITY CONTROL

BEFORE SENDING ANYTHING

MATCH Answer each stated reason Connect every exhibit to the claimed improvement, error, or service-connection issue.	LABEL Index the evidence Use clear file names, dates, page references, and a short cover summary.	PROOF Keep submission proof Save confirmation numbers, fax receipts, certified-mail records, and uploaded copies.
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ONE FILE,
SEVERAL CLOCKS

Keep the protection worksheet with the rating narrative, codesheet, medical evidence, proposal response, final decision, and payment history.

