



The following established style guidelines reflect the long-standing practices of developers and editors of content for the Wounded Warrior program. They are consistent with the rules and guidance outlined in The Associated Press Stylebook and reflective of Office of Military Community and Family Policy style and usage preferences.

Content Tips

- Pay attention to the overall organization and flow of an article. Information and ideas should be logically organized, and there should be some sense of continuity or flow from one idea to the next.
- Avoid redundancy.
- Write in a way that doesn't assume the reader is either male or female. Keep it neutral.
- Write in relationship-neutral terms, such as "partner," "spouse" or "couple."
- Flesh out and clarify statements and ideas.
- Ensure that subheads reflect the content of the following text.
- Focus on the positive side of content as much as possible.
- Keep the wide audience range in mind, including service members, veterans, family members, leaders and service providers.
- Use "softening" or qualifying words, such as "generally," "may be," "can be" or "might," to avoid making blanket statements about how people feel, react, etc.
- Use "wounded warrior" instead of "Wounded Warrior."

Things to Avoid

- Referring to the Wounded Warrior Care Center or Wounded Warrior Resource Center.
- Referring to Wounded Warrior Program.
- Referring to the Defense and Veterans Brain Injury Center, use [Traumatic Brain Injury Center of Excellence](#).
- Using clinical jargon or phrases like "as best you can."
- Using Heroes to Hometowns content.
- Making assumptions.
- Telling people what they should/need to/must/ought/can't/won't do.
- Telling people what they always/never do.



- Overusing athlete photos.

Abbreviations and Acronyms

Abbreviation or acronym	Full title
AFW2	Air Force Wounded Warrior Program
ARCP	Army Recovery Care Program
DEA	Survivors' and Dependents' Educational Assistance Program
IDES	Integrated Disability Evaluation System
PTSD	post-traumatic stress disorder
RW	recovering warrior
TAP	Transition Assistance Program
TBI	traumatic brain injury

Preferred Terms

Acceptable
military life (instead of military lifestyle)
some or many (instead of most or all)
can or may or might (instead of will or are)
often or generally (instead of always)
tend to (instead of usually)



Acceptable

partner, spouse (instead of husband, wife)

Definitions

Term	Definition
adaptive sports	Reconditioning activities and competitive athletic opportunities to help all wounded, ill and injured service members improve their physical and mental quality of life throughout the continuum of recovery and transition. For more information, visit the Military Adaptive Sports Program website and the Department of Veterans Affairs Office of National Veterans Sports Programs and Special Events .
Air Force Wounded Warrior Program	A program that provides personalized care, services and advocacy to seriously or very seriously wounded, ill or injured Total Force recovering service members and their caregivers and families. Air Force Wounded Warrior Program . Also known as AFW2.
Army Recovery Care Program	A program that transitions soldiers, their families and/or caregivers back to the force and/or to veteran status through a comprehensive program of medical care, rehabilitation, professional development and achievement of personal goals. Army Recovery Care Program (formerly known as the Army Wounded Warrior Program and Warrior Care and Transition Program). Also known as ARCP.

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Term	Definition
caregiver stakeholders	Organizations, agencies and programs that work together or independently to provide support to the caregivers of wounded, ill or injured service members.
Integrated Disability Evaluation System	A joint effort between the War Department and the Department of Veterans Affairs to evaluate medical examinations and determine fitness for duty for wounded, ill or injured service members. The IDES ratings are used to determine DOW and VA compensation and benefits. Integrated Disability Evaluation System. Also known as IDES.
Invictus Games	An international sporting event for wounded, injured and/or ill service members, both active duty and veterans. The United Kingdom's Prince Harry founded the Invictus Games Foundation after attending the 2013 Warrior Games in Colorado.
Marine Corps Wounded Warrior Regiment	A program that provides leadership and ensures access to support, recovery and nonmedical care for combat and noncombat wounded, ill and injured Marines, sailors attached to Marine units and their family members to maximize their recovery as they return to duty or transition to civilian life. Marine Corps Wounded Warrior Regiment
military caregiver	Someone who is providing care for a service member or veteran who was wounded, injured or fell ill as a direct consequence of military service. Learn more about Veterans Affairs support for caregivers and Military OneSource caregiver support services.

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Term	Definition
post-traumatic stress disorder	A mental health diagnosis that can occur after someone goes through a traumatic event such as war, assault or disaster. Also known as PTSD.
recovering warrior	A wounded, ill or injured service member in the recovery process. Also known as RW.
Survivors' and Dependents' Educational Assistance Program	A federally funded Veterans Affairs program providing education and training benefits to family members of service members who have been permanently and totally disabled or who have died while on active duty as a result of a service-connected condition. Survivors' and Dependents' Educational Assistance Program . Also known as DEA.
Transition Assistance Program	A program with both service branch and Veterans Affairs components designed to smooth the transition from active duty to the civilian sector. Transition Assistance Program . Also known as TAP.
traumatic brain injury	An acquired injury to the brain caused by an external physical force resulting in total or partial functional disability or psychosocial impairment. Also known as TBI.
Vet Centers	Community-based Veterans Affairs counseling centers that provide a broad range of social and psychological services, including professional readjustment counseling and outreach and referral services. These centers are for eligible veterans, active-duty service members (including National Guard and reserve components) and their families to help them make a satisfying post-war readjustment to civilian life.

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Term	Definition
	Vet Centers
Warrior Games	A War Department-sponsored annual event designed to enhance the recovery and rehabilitation of wounded warriors through adaptive sports. Warrior Games
wounded, ill or injured	The War Department recognizes three care categories per DOW policy to identify a recovering warrior: Category 1: An RW labeled with a mild injury or illness, likely to return to duty in less than 180 days Category 2: An RW labeled with a serious injury or illness, unlikely to return to duty in less than 180 days Category 3: An RW labeled with a severe or catastrophic injury or illness, likely to be medically separated from the military

Official Resources

War Department policy

- [Department of Defense Instruction 1300.24, "Recovery Coordination Program \(RCP\)," Dec. 1, 2009](#)
- [Department of Defense Instruction 1300.27, "Guidance on the Use of Service Dogs by Service Members," Jan. 7, 2016](#)
- [Department of Defense Instruction 6025.22, "Assistive Technology \(AT\) for Wounded, Ill, and Injured Service Members," Jan. 30, 2015](#)
- [Department of Defense Instruction 6025.23, "Health Care Eligibility Under the Secretarial Designee \(SECDES\) Program and Related Special Authorities," Sept. 16, 2011, Incorporating Change 2, Effective May 28, 2020](#)

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Legislation or regulations

- [Americans with Disabilities Act of 1990, as amended in 2008](#)

Military OneSource websites

- [Caregiver Support Services](#)
- [Understanding the Americans With Disabilities Act](#)
- [Wounded, Ill or Injured & Their Caregivers](#)
- [Wounded Warrior Programs](#)
- [Wounded Warrior Specialty Consultation](#)

Service resources

- [Army Recovery Care Program](#)
- [Marine Corps Wounded Warrior Regiment](#)
- [Navy Wounded Warrior](#)
- [Air Force Wounded Warrior Program](#)
- [U.S. Special Operations Command Warrior Care Program](#)

Government resources

- [Department of War Wounded, Ill or Injured Compensation and Benefits Handbook](#)
- [Integrated Disability Evaluation System](#)
- [Invictus Games Foundation](#)
- [Military Adaptive Sports Program](#)
- [Warrior Care Recovery Coordination Program](#)
- [Warrior Games](#)