



**Retirement and Insurance Service
Benefits Administration Letter**

Number: 00-201

Date: January 10, 2000

**Subject: Federal Employees Health Benefits (FEHB) Program: Special Open Season
for Enrollees of Guam Memorial Health Plan, Enrollment Code ZA**

This is to advise you that Guam Memorial Health Plan, enrollment code ZA, has lost its contract with the Guam Memorial Hospital as of December 31, 1999.

We are authorizing a **special open season** effective immediately for Guam Memorial Health Plan enrollees, during which they may change to another plan.

Enrollees wishing to change plans have until February 7, 2000 to submit a Standard Form (SF) 2809. Enrollment changes made during this special open season, should be made retroactive to the beginning of the first pay period in January. Enrollees who do not change plans, will remain enrolled in Guam Memorial Health Plan, and will have to follow guidelines for obtaining hospital services.

The Plan will send enrollees a letter to advise them of this special open season. We have attached a copy of that letter for your information.

Thank you for your cooperation in this matter.

Attachment

A handwritten signature in cursive script that reads "Abby L. Block".

Abby L. Block, Chief
Insurance Policy
and Information Division

*Civil Service
Retirement
System*

*Federal Employees
Group Life
Insurance*

*Federal Employees
Health Benefits
Program*

*Federal Employees
Retirement
System*

TO FEDERAL ENROLLEES GUAM MEMORIAL HEALTH PLAN HEALTH INSURANCE, LTD (GMHPHIL):

Guam Memorial Health Plan Health Insurance, Ltd. does not have a hospital within its provider network as of December 31, 1999. The Office of Personnel Management has determined that a Special Open Enrollment should be held to allow Federal members the opportunity to select an alternative insurance carrier. The special open enrollment will begin on January 10, 2000 and end February 7, 2000.

You may transfer to another participating health plan during this special open enrollment. You may want to contact your current providers to find out which health plans those providers participate with under the FEHB Program. You may then contact your servicing personnel office to enroll in one of those plans. If you do not change plans, you will need to contact GMHPHIL for their revised procedures for hospital access and benefits.

Please contact your personnel office to obtain a 2000 Guide to Federal Employees Health Benefits Plans. You may request brochures directly from the health plans at the phone numbers appearing in the Guide. You may also visit our 2000 FEHB web site (www.opm.gov/insure) to view a plan's brochure or the FEHB Guide and obtain valuable information to help you choose a health plan.

IF YOU ARE AN EMPLOYEE we strongly encourage you to take a copy of this letter to your personnel office **immediately** and enroll in a new plan. **The effective date of the new coverage will be the first day of the first full pay period in January (January 2 for most Federal employees).**

IF YOU ARE AN ANNUITANT under the Civil Service Retirement System (CSRS) or Federal Employees Retirement System (FERS), you will receive a separate notice with instructions on how to make an enrollment change. **Coverage under your new health plan will begin on January 1, 2000.**

We apologize for the inconvenience and thank you for your cooperation.