Benefits Administration Letter

Number: 05 - 401                                                                                   Date: May 16, 2005


Enrollees in both plans must change to another participating plan in order to continue to receive benefits under the FEHB Program. Enrollees who do not change plans will have no health benefits for the remainder of the 2005 benefit year. The opportunity to change enrollment will begin immediately and continue through July 9, 2005. The effective date of all enrollment changes will be the beginning pay period in which the enrollee makes the change, but no later than July 1 for annuitants and the last pay period in July 2005 for employees. Agencies may accept belated enrollment changes, however, the effective date of all enrollments accepted after July 9, 2005 must be effective the last full pay period in July for employees and July 1, 2005 for annuitants. Effective dates for agencies that have pay periods other than bi-weekly pay periods must be no later than July 1, 2005.

The Plans will send letters to enrollees advising them of this opportunity to change enrollment. We have attached copies of the letters for your information.

Thank you for your cooperation in this matter.

Attachments

Frank D. Titus
Assistant Director
for Insurance Services