



# PAYROLL OFFICE LETTER

U. S. Office of Personnel Management

**Number: P-97-14**

**Date: November 10, 1997**

**Subject: 1998 OPEN SEASON INFORMATION**

This letter transmits the information to be used by agency payroll offices for the upcoming Federal Employees Health Benefits (FEHB) Program open season.

## **OFFICIAL EMPLOYEE WITHHOLDING AND AGENCY CONTRIBUTION RATES FOR 1998 (EXHIBIT A);**

The 1998 premium rates are effective with the **first full pay period beginning after December 31, 1997**. These are the official rates and the only ones to be used for withholdings and contributions for pay periods beginning after December 31, 1997. Please update your systems accordingly.

The rates for 1998 are available in four media:

- 1) A printed copy of the rates are included with this letter as **EXHIBIT A**.
- 2) Premium rates and plan addresses for 1998 are available for download on OPM ONLINE, our electronic bulletin board. You may reach OPM ONLINE by modem on (202) 606-4800. Instructions for accessing OPM ONLINE can be found in Payroll Office Letter 95-02 dated January 20, 1995. Select "A" for Retirement and Insurance Forum.
- 3) The OPM web site has the rates that you can download. The OPM Home Page can be accessed via <http://www.opm.gov/asd>. Look for Payroll Office Letter 97-14 to access the rates.
- 4) A 3.5" diskette in ASCII format. To request a copy of the diskette, please call us on (202) 606-0680 or send an email to [finance@opm.gov](mailto:finance@opm.gov).

## CHANGES IN ENROLLMENT CODES

This table provides a listing of health plan enrollment codes that will change beginning with the first full pay period in 1998. These enrollment codes are not available because of terminations, mergers and consolidations or changes in plan service areas. **These events require payroll office action unless employees choose a different health plan during open season.**

Plan Name	Old Code	New Code	Reason For Change
Aetna US Healthcare (consolidation of Aetna - NJ & US Healthcare - Del and NJ)	ZR ----- XK	NK ----- P3	Merger/consolidation of health plans
Aetna US Healthcare (formerly Aetna HP Mid-Atlantic)	ZY, US	V8	Consolidation of service/enrollment area
Aetna US Healthcare (consolidation of Aetna HP - GA & US Healthcare - GA)	F3	2U	Merger/consolidation of health plans
Aetna US Healthcare(consolidation of Aetna HP - PA & US Healthcare - PA)	CT, 4J ----KJ---	KL ----- SU	Merger/consolidation of health plans
BlueChoice	M4	9G	Assignment of new enrollment code
Community Health Plan/Kaiser Permanente <b>NOTE: SEE END OF EXHIBIT FOR VERMONT RESIDENTS</b>	SM	K1	Merger/consolidation of health plans
PacifiCare of California (merged with FHP Health Care)	CQ	CY	Merger/consolidation of health plans
HealthAmerica Pennsylvania	1N	26	Consolidation of service/enrollment area
Healthkeepers (formerly HMO Virginia)	V7, 4V	X8	Consolidation of service/enrollment area
Healthsource Georgia (merged with Healthsource Savannah)	2H	7H	Merger/consolidation of health plans

<b>Plan Name</b>	<b>Old Code</b>	<b>New Code</b>	<b>Reason For Change</b>
Heritage National HP	3T	4T	Consolidation of service/enrollment area
Heritage National HP	3I, 3K, 3L,	3J	Consolidation of service/enrollment area
Heritage National HP	3X	4T	Assignment of new enrollment code
HMOBlue	ZK, ZL	GM	Consolidation of service/enrollment area
HMO-CNY	CE, 4E	EB	Consolidation of service/enrollment area
HMO Health Ohio	MD	None	Reduction of service/enrollment area
HMSA's Community Health Program	F6	9Q	Assignment of new enrollment code
Humana Health Plan (merged with Humana HealthChicago)	GQ	75	Merger/consolidation of health plans
Kaiser Mid Atlantic (merged with Humana Group Health)	50	E3	Merger/consolidation of health plans
Keystone Blue	ZT, ZU	EF	Consolidation of service/enrollment area
Keystone Health Plan Central	ST, Z3	S4	Consolidation of service/enrollment area
PacifiCare of Oklahoma	N1	2N	Consolidation of service/enrollment area
PacifiCare of Texas (merged with FHP of Texas)	VN, T6, 4F	GF	Consolidation of service/enrollment area

Plan Name	Old Code	New Code	Reason For Change
Partners HMO	ZM	RN	Consolidation of service/enrollment area
Principal HC of Kansas City	N3	None	Reduction of service/enrollment area
SecureCare of Iowa	3S	3Q	Consolidation of service/enrollment area
United HC of Florida	1X	None	Reduction of service/enrollment area
United HealthCare of Louisiana (formerly Community Health Network of Louisiana)	S6	None	Reduction of service/enrollment area
United HealthCare of Louisiana (formerly Community Health Network of Louisiana)	S8	RY	Consolidation of service/enrollment area
United HealthCare Select (merged with United HealthCare HMO)	FJ	FP	Merger/consolidation of health plans
Wellcare of New York	ZV	X4	Consolidation of service/enrollment area

*Vermont residents enrolled in Community Health Plan/Kaiser Permanente, enrollment code K1, must have their enrollment transferred to enrollment code 8M unless the employee chooses a different health plan during open season.*

## **PLANS THAT HAVE DISCONTINUED ENROLLMENT**

The following presents the 24 health plans that have ceased participation in the Program effective December 31, 1997. They will not be available for Federal employees and annuitants, effective with the first full pay period in 1998. **Do not accept enrollments for these plans. Individuals currently enrolled in a discontinued plan must enroll in an alternate plan of their choice during open season. Failure to do so could result in serious financial hardship resulting from the loss of health benefits coverage.** Please take the necessary steps to ensure that all current members enrolled in these plans are informed of their need to enroll in another plan during the open season.

<b>Plan Name</b>	<b>Old Code</b>	<b>New Code</b>
Advantage Health Plan - Louisiana	1A, 2A	None
Atrium Health Plan - Wisconsin	CV	None
CIGNA HC of North Carolina	XP, U1	None
CIGNA HC of Pennsylvania	XU	None
Healthsource CMHC - Massachusetts	J1	None
Healthsource Kentucky	8H	None
Healthsource Maine	MY	None
Healthsource North Texas	6H	None
HMO Arizona BlueSelect	5T, 5V	None
HMOBlue - Tennessee	6C	None
MetraHealth of Georgia	WE	None
MetraHealth of Louisiana	X7	None
PACC HMO - Oregon & Washington	2P	None
PCA Health Plans of AL	WV,XS,XY	None
Principal HC Carolinas	1P	None
Principal HC of Delaware	WS	None
Principal HC of Florida	2Z, C2	None
Principal HC Indiana	XE	None
Principal Louisiana	RP	None
Prudential HealthCare HMO - Colorado	9C	None
QualMed Plans for Health - Colorado	MT	None
Queen's Island Care - Hawaii	F9	None
United HealthCare of AL	NY,NJ,NL	None
US Healthcare - Virginia	1U	None

**NEW HEALTH PLANS FOR 1998**

<b>State</b>	<b>Plan Name</b>	<b>Code</b>	<b>General Location</b>
AL	VIVA Health Plan	4B	Birmingham area
AR	QCA Health Plan	8Q	Little Rock area
FL	Aetna US Healthcare	8A	Tampa Bay/Jacksonville/Orlando
FL	Beacon Health Plans	4K	Palm Beach, Dade, Broward, Orange, Seminole, & Osceola counties
IL	Mercy Health Plans/Premier	7M	Southwest IL
IL	OSF Health Plans	9F	Boone, Bureau, DeKalb, Fulton, Henderson, Henry, Kane, Knox, LaSalle, Livingston, McDonough, McHenry, McLean, Mercer, Ogle, Peoria, Stark, Stephenson, Tazewell, Warren, Winnebago, & Woodford counties
KS	Exclusive Healthcare	8K	Kansas City area
LA	Vantage Health Plan	7V	Caldwell, East Carroll, Franklin, Jackson, Lincoln, Madison, Morehouse, Ouachita, Richland, Tensas, Union, West Carroll, & Winn parishes
ME	NYLCare Health Plans - ME	9M	All of Maine
MO	Exclusive Healthcare	8K	Kansas City area
MO	Mercy Health Plans/Premier	7M	East, Central, Southwest MO
MS	Integrity Health Plan of MS	4G	Central/Northern Mississippi
NC	QualChoice-North Carolina	7Q	Northwestern NC
NJ	Physicians Health Services of NJ	7B	All of New Jersey
NV	Exclusive Healthcare	7E	Las Vegas/Reno
OH	HealthAssurance HMO	5X	Belmont, Jefferson, Mahoning, & Trumbull counties
OH	SummaCare	5W	Northern Ohio
OK	CommunityCare HMO	7C	South central Oklahoma

<b>State</b>	<b>Plan Name</b>	<b>Code</b>	<b>General Location</b>
OK	Foundation HealthPlan	6G	Most of Oklahoma
PR	United HealthCare of Puerto Rico	7U	All of Puerto Rico
SD	Mutual of Omaha of South Dakota	8S	Greater Sioux Falls area
TN	Aetna US Healthcare	6J	Nashville/middle TN areas
TN	American Medical Security Health Plan	4U	Knoxville, Nashville, and Memphis areas
TX	Aetna US Healthcare	5B	Houston/San Antonio areas
TX	Certus HealthCare	3Y	Aransas, Bee, Cameron, Hidalgo, Jim Wells, Kleberg, Nueces, and San Patricio counties.
TX	Exclusive Healthcare	6E	Dallas/Ft. Worth
TX	WellChoice	3Z	San Antonio area
WA	First Choice Health Plan	5G	Seattle area
WI	Green Bay Health Protection Plan	4L	Northeast WI
WI	North Central Health Protection Plan	8R	Central/Northcentral WI
WV	HealthAssurance HMO	6L	Barbour, Brooke, Doddridge, Hancock, Harrison, Lewis, Marion, Marshall, Monongalia, Ohio, Preston, Taylor, Upshur, and Wetzel counties
WV	Super Blue HMO	8T	The cities of Charleston, Parkersburg, Morgantown, Beckley, Clarksburg, Wheeling, Lewiston, Freemont, and Bluefield

## PLANS THAT WILL CHANGE NAMES IN 1998

Aetna and US Healthcare plans are merging and being renamed as Aetna US Healthcare for 1998.

State	Old Plan Name	Code	New Plan Name
AL, MS	PrimeHealth	AA	PrimeHealth of Alabama
AZ	Partners Health Plan-AZ (merging with) Samaritan Health Plan	TD, QS, 2S	HealthPartners Health Plans
CA	Kaiser of Southern California (merging with) Kaiser of Northern California	62, 59	Kaiser California
CO	FHP Colorado	D6	PacifiCare of Colorado
CO	Frontier Community HP	6F	Aetna US Healthcare
GA	PCA Health Plans of Georgia	WU	HPC Health Plans of Georgia
KS,MO	MetraHealth of Kansas City	4M	United HealthCare of Midwest
KY	Healthwise of Kentucky	DU	United HealthCare of Kentucky
LA	Community Health Network of Louisiana	S6,S8,R Y	United HealthCare of Louisiana
MD	Chesapeake Health Plan	BL	United HealthCare of the Mid-Atlantic
MN	HealthPartners Select	53	HealthPartners Classic
MN,ND	Northern Plains Health Plan	2R	Altru Health Plan
NC	Maxicare North Carolina (merging with) Maxicare South Carolina	Q5, TA	Maxicare North Carolina
NC	PHP - North Carolina	XM	United Health Care of NC
NY	MetraHealth of New York	3M	United HealthCare of New York
OH	FHP of Ohio	R8	PacifiCare of Ohio
OR	HMO Oregon	7A	Regence HMO Oregon
PA	Geisinger Health Plan	N9	Penn State Geisinger Health Plan
PA	Prudential HealthCare HMO - Philadelphia	VV	Prudential HealthCare HMO - Pennsylvania

<b>State</b>	<b>Old Plan Name</b>	<b>Code</b>	<b>New Plan Name</b>
SC	Maxicare North Carolina (merging with) Maxicare South Carolina	TA, Q5	Maxicare North Carolina
TN	Heritage National Healthplan of Tennessee	4T	Heritage National Healthplan
TX	MetraHealth of Texas	U3	United HealthCare of Texas
UT	FHP-UTAH	KU	PacifiCare of Utah
VA	US Healthcare	Z1	Aetna US Healthcare
VA	HMO Virginia	X8	Healthkeepers

**PLANS WITH CHANGES IN ENROLLMENT AREAS AND NEW ENROLLMENT CODES.**

The following presents plans which will add significant parts of enrollment areas and create new enrollment codes in 1998. Please review this list carefully, as some require payroll office actions.

**Iowa**

Health Alliance HMO will expand its current service and enrollment area to include the Central Iowa area. This new geographic area will have a separate enrollment code (7X).

**South Carolina**

Maxicare North Carolina will expand its current service and enrollment area to include the counties in the Greenville-Spartanburg and Columbia areas. This new geographic area will have a separate enrollment code (TA).

**Texas**

FIRSTCARE will expand its current service and enrollment area to include Bell, Bosque, Brazos, Burlson, Burnet, Coryell, Falls, Freestone, Grimes, Hamilton, Hill, Houston, Lampasas, Lee, Leon, Limestone, Llano, Madison, McLennan, Milam, Mills, Navarro, Robertson, San Saba, Somervell, Walker, and Washington counties. This new geographic area will have a separate enrollment code (6U).

**Wisconsin**

CompCare will expand its current service and enrollment area to include Northwest and Northcentral Wisconsin. This new geographic area will have a separate enrollment code (6X).

## **PLANS WITH CHANGES IN ENROLLMENT AREAS NOT REQUIRING ANY PAYROLL OFFICE ACTION.**

### **Alabama**

PrimeHealth of Alabama, code AA, has added the counties of Autauga, Bibb, Blount, Bullock, Chilton, Clarke, Colbert, Coosa, Cullman, Dallas, Elmore, Escambia, Franklin, Jackson, Jefferson, Lauderdale, Lawrence, Limestone, Lowndes, Macon, Madison, Marion, Marshall, Montgomery, Morgan, Shelby, St. Clair, Talladega, Tallapoosa, Tuscaloosa, Walker, Winston, and Washington.

### **Arkansas**

Prudential HC HMO-Arkansas, code VY, has added the counties of Benton, Carroll, Crawford, Logan, Madison, Sebastian, and Washington.

### **Arizona**

Health Plan of Nevada, code NM, has added Mohave county.

### **California**

Omni Healthcare, code HN, has added Del Norte, Humbolt, Merced, San Francisco, San Mateo, Santa Clara, and Sonoma counties.

### **Florida**

Healthplan Southeast, code 3E, will expand to include the cities of Gainesville/Ocala, Jacksonville, Panama City, Pensacola, and Tallahassee.

PCA Health Plans of Florida, code PJ, has added Columbia, DeSoto, Putnam, and Union counties.

### **Georgia**

Prudential HealthCare HMO- Atlanta, code EZ, will expand to include the counties of Floyd and Hall.

### **Illinois**

United HealthCare Select, code H8, will expand to include Williamson county. BCI, code 3B, eliminated Vermilion county from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

## **Indiana**

Aetna US Healthcare, formerly Aetna HP-Midwest, code XC, will expand to include the Indianapolis area.

Physicians HP of Northern Indiana, code DQ, will expand to include Kosciusko and Wabash counties.

Prudential HealthCare HMO-Cincinnati, code S3, will expand to include Dearborne county.

Prudential HealthCare HMO-Indiana, code 2I, will expand to include Allen, LaPorte, Morgan, and St. Joseph counties.

## **Kansas**

Prudential HC HMO-Kansas City, code 1K, will expand its service area to include Shawnee county.

United HC of the Midwest, code 4M, will expand its service area to include the Topeka area.

## **Kentucky**

Aetna US Healthcare, formerly Aetna HP-Ohio, code RD, will expand to include eleven new counties.

Bluegrass Family Health, code 2B, will expand to include Adair, Green, Morgan, Pulaski, and Taylor counties.

United HC of Ohio, code VC, will expand to include Central/Northeast/South Central Ohio.

## **Massachusetts**

Matthew Thornton Health Plan, code NX, will expand to include the remaining cities and towns in the counties of Essex, Middlesex, and Suffolk. The service area will expand to include the communities of Brookline, Dedham, Dover, Hull, Milford, Milton, Needham, Norwood, Quincy, and Wellesley.

## **Michigan**

Care Choices, code KZ, eliminated Clinton, Eaton, Ingham, Monroe, and Shiawassee counties from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

## **Mississippi**

United HealthCare of MS, code QV, eliminated George, Hancock, Harrison, Jackson, Pearl River, and Stone counties from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

Prudential HealthCare HMO-Memphis, code UB, will expand to include Marshall county.

PrimeHealth of Alabama, code AA, will expand to include George, Hancock, Harrison, Jackson, Pearl River, and Stone counties.

United HealthCare of MS, code QV, will expand to include six counties in southwest Mississippi.

## **Missouri**

BlueChoice, code 9G, will expand to include the City of St. Louis and the Central and Southwest counties of the state.

United HealthCare Choice, code VB, will expand to include the counties of Chariton, Knox, Lewis, Linn, Monroe, Pettis, Saline, Schuyler, Scotland, Shelby, and Sullivan.

United HealthCare Choice, code VB, eliminated Barry, Christian, Greene, Howell, Lawrence, McDonald, Taney, and Webster counties from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

United HealthCare Select, code H8, will expand to include the counties of Cape Girardeau, Mississippi, Scott, Texas, and Wright.

United HealthCare Select, code H8, eliminated Barry, Cass, Christian, Clay, Dade, Dallas, Greene, Jackson, Jasper, Johnson, Lafayette, Lawrence, McDonald, Newton, Platte, Stone, and Webster counties from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

## **New Mexico**

FHP New Mexico, code P2, eliminated San Juan county from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

## **New York**

Oxford Health Plans (NY), code GC, will expand to include Dutchess County.  
WellCare of New York, code X4, will expand to include Westchester County.

## **North Carolina**

Partners HP of North Carolina, code EQ, will expand to include Ashe, Caldwell, Franklin, Granville, Polk, Stanly, and Vance counties.

WellPath Select, code 2E, will expand to include the North Carolina counties of Burke, Davidson, Davie, Forsyth, Guilford, Iredell, Lee, Rowan, Stanly, Stokes, Surry, and Yadkin.

## **Ohio**

Prudential HealthCare HMO-Cincinnati, code S3, will expand to include Brown, Clarke, Clinton, Greene, Miami, and Montgomery counties.

Prudential HealthCare HMO-Northern Ohio, code Q9, will expand to include Portage and Stark counties.

United HC of Ohio, code 3U, will expand to include Northern Kentucky.

Aetna US Healthcare, formerly Aetna HP-Ohio, code RD, will expand to include 32 new counties in Ohio.

Pacificare of Ohio, code R8, will expand to include Brown county.

## **Oklahoma**

Healthcare Oklahoma, code 6U, will expand to include the Oklahoma City, Tulsa, and Lawton areas.

Prudential HC HMO - Tulsa, code RS, will expand to include additional zip codes in Mayes, Pawnee, Wagoner, Okmulgee, Rogers, and Osage counties.

## **Oregon**

PacifiCare of Oregon, code SS, will expand to include Columbia County.

PacifiCare of Oregon, code SS, eliminated Douglas, Josephine and Lincoln counties from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

Regence HMO Oregon, formerly HMO Oregon, code 7A, will expand to include Gilliam, Morrow, and Sherman counties.

## **Pennsylvania**

Oxford Health Plans (PA), code 3W, will expand to include Berks County.

## **South Carolina**

WellPath Select, code 2E, will expand to include Chester, Greenville, Lancaster, Spartanburg, and York counties.

Kaiser of North Carolina, code QT, will expand its service area to include the Rock Hill area.

## **Tennessee**

Prudential HealthCare HMO - Memphis, code UB, will expand to include Crockett and Dyer counties.

Prudential HealthCare HMO - Nashville, code UA, will expand to include Smith and Trousdale counties

United HealthCare of TN, code QR, eliminated the Nashville area from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

## **Texas**

NYLCare Health Plan of the Southwest, code V2, will expand to include Bowie, Cass, Harrison, and Marion counties.

HMO Blue, code 4Y, will expand to include Bastrop and El Paso counties.

HMO Blue, code 4Z, will expand to include the Dallas/Ft. Worth Metroplex; Central/South/Southeast/Northeast Anderson County, Cherokee and Smith counties.

PacifiCare of Texas, formerly FHP of Texas (code 4F), code GF, eliminated Austin, Brazoria, Brazos, Chambers, Colorado, Grimes, Hardin, Jasper, Jefferson, Liberty, Matagorda, Newton, Orange, Polk, San Jacinto, Tyler, Walker, Waller, Washington, and Wharton counties from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

## **Utah**

IHC SelectMed, code 6S, will expand to include Cache County.

## **Vermont**

MVP Health Plan, code VW, will expand to include Addison, Franklin, Grand Isle, Lamoille, and Washington counties.

## **Virginia**

CIGNA HealthCare of the Mid-Atlantic, code XF, will expand to include Frederick and Warren counties.

## **Washington**

NYLCare HP of NorthWest, code 8N, will expand to include Clallam, Cowlitz, Grays Harbor, Kitsap, Lewis, Mason, Okanogan, Pend Orielle, Spokane, Stevens, and Thurston counties.

PacifiCare of Washington, code WB, eliminated Adams, Grant, and Lincoln counties from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

## **West Virginia**

CareLink, code 4C, eliminated Barbour, Doddridge, Harrison, Lewis, McDowell, Mercer, Monongalia, Pocahontas, Preston, Taylor, Upshur, and Webster counties from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

Health Plan of the Upper Ohio Valley, code U4, will expand to include Doddridge, Lewis, Gilmer, and Upshur counties.

## **Wisconsin**

Group Health Cooperative of South Central WI, code WJ, will expand to include all of Jefferson County; Dodge County zip codes 53579, 53094, and 53036; Walworth County zip code 53190; and Rock County zip codes 53190 and 53563.

Unity Health Plans, code W4, eliminated Monroe and Outagamie counties from its service area. Current enrollees in the discontinued areas who do not change health plans during open season will have to travel to the plan's remaining service area to obtain medical care in order to receive full benefits from the plan for 1998.

## **HEALTH PLANS WHICH WILL REDUCE SIGNIFICANT PARTS OF ENROLLMENT AREAS AND WILL ELIMINATE ENROLLMENT CODES IN 1998.**

### **Florida**

United HC of Florida eliminated the Pensacola region (code 1X) from their service area. Current enrollees in the discontinued area who do not change health plans during open season will not have health benefits for 1998. **The 1X enrollment code will not be valid for 1998.**

### **Kansas**

Principal HC of Kansas City eliminated Douglas, Franklin, Jackson, Jefferson, Johnson, Leavenworth, Miami, Shawnee and Wyandotte counties (code N3) from its service area. Current enrollees in the discontinued area who do not change health plans during open season will not have health benefits for 1998. **The N3 enrollment code will not be valid for 1998.**

### **Louisiana**

United HealthCare of Louisiana (formerly Community Health Network of Louisiana) eliminated the New Orleans area (S6) from its service area. Current enrollees in the discontinued area who do not change health plans during open season will not have health benefits for 1998. **The S6 enrollment code will not be valid for 1998.**

### **Missouri**

Principal HC of Kansas City eliminated Cass, Clay, Clinton, Dekalb, Henry, Jackson, Johnson, Lafayette, Platte, and Ray counties (code N3) from its service area. Current enrollees in the discontinued area who do not change health plans during open season will not have health benefits for 1998. **The N3 enrollment code will not be valid for 1998.**

### **Ohio**

HMO Health Ohio eliminated the Northwest and Southwest regions (code MD) from its service area. Current enrollees in the discontinued area who do not change health plans during open season will not have health benefits for 1998. **The MD enrollment code will not be valid for 1998.**

## **SPECIAL SITUATIONS REQUIRING PAYROLL OFFICE ACTIONS.**

Enrollees in this plan under the 1997 enrollment code shown below should check their plan brochure to determine which 1998 code they should be under. Employees in this 1997 enrollment code who should change codes, but do not, **will have to travel** to the area served by their enrollment code to obtain medical care in order to receive full benefits from the plan.

<b>Plan Name</b>	<b>1997 CODE</b>	<b>1998 CODES</b>
Humana Medical Plan - Florida (Orlando)	P5	7F
(Jacksonville)		P5

<b>Plan Name</b>	<b>1997 Code</b>	<b>Part Being Transferred</b>	<b>1998 Code</b>
Foundation Health, A Florida Health Plan	5C	Palm Beach County	5E
Foundation Health, A Florida Health Plan	5C	Charlotte, Lee, Martin, and St. Lucie counties	5D

## **ADDRESSES FOR HEALTH PLANS (EXHIBIT B).**

Benefits Administration Letters in the 400 Series (e.g. BAL 97-402, BAL 97-403, etc.) contain additional information about the Federal Employees Health Benefits (FEHB) Program and the upcoming open season.

## **TIMELY PROCESSING OF ENROLLMENT DOCUMENTS**

Several carriers participating in the FEHB Program have expressed difficulty in reconciling their enrollment records with agency payroll offices. The principal vehicle upon which the carriers rely to maintain an accurate roster is the Health Benefits Registration Form (SF2809). Section S19-2 of the FEHB Handbook for Personnel and Payroll Offices requires that the SF2809 be processed in a timely manner and not accumulated by agencies for more than one week before forwarding to the carriers. In addition, it is critical that agencies ensure that the "losing" and "gaining" carriers receive timely copies of the SF2809. Your accurate and timely processing of SF2809's during the open season will help decrease the number of enrollment discrepancies encountered during the reconciliation process.

## **PAYROLL OFFICE ADDRESSES**

We used the address we have on file for your payroll office to mail this letter. If this address is incorrect or needs updating, please notify us promptly by writing to:

**U.S. Office of Personnel Management  
Retirement and Insurance Group  
Financial Management Division, Room 3H35  
1900 E Street, N.W.  
Washington, D.C. 20415-0001**

## **INQUIRIES**

Each agency is required to designate a Health Benefits Officer who functions as OPM's point of contact with the agency and acts as spokesperson for the agency on health benefits matters. We request that agencies involve their Health Benefits Officer in any matter they would like to bring to our attention. If you have a matter related to the financial administration of the health benefits program which you would like to discuss with us, please contact our Financial Management Division on (202) 606-0680 or via email, [finance@opm.gov](mailto:finance@opm.gov).

Sincerely,



Robert A. Yuran, Chief  
Financial Policy Staff  
Retirement and Insurance Service

Enclosures (2)

Please note - Contact us by phone or email to request Enclosures:

Exhibit A - 1998 FEHBP rates.

Exhibit B - Addresses for Health Plans.