
FEHB Program Carrier Letter

All Carriers

U.S. Office of Personnel Management
Office of Insurance Programs

Letter No. 2000- 40

Date: August 25, 2000

Fee-for-service [34] Experience-rated HMO [36] Community-rated [37]

Subject: Fall Conference Registration and Synopsis

The Office of Personnel Management (OPM) and the American Association of Health Plans (AAHP) are once again collaborating on a conference to address program-wide as well as HMO and fee-for-service plan specific issues under the Federal Employees Health Benefits (FEHB) Program. Please read the following information carefully for important details. We encourage all FEHB carriers to attend.

October 16, 2000:

We have scheduled a special pre-conference meeting for the afternoon of Monday, **October 16, 2000**, at the Office of Personnel Management (1900 E Street, NW, Washington, DC 20415).

This will be a joint meeting for health plan and Employee Assistance Program (EAP) administrators. We urge you to be represented at this meeting. As we draw closer to mental health and substance abuse parity implementation in 2001, it is important that key participants have the chance to meet each other and discuss processes. The special pre-conference meeting will be in two parts:

1. From **2:00 to 3:00 PM**, we will have an FEHB Program introduction for EAP administrators. While you are welcome to attend this introduction, it is more important for you to be represented at the second part of the meeting.
2. After the meeting -- from approximately **3:00 to 5:30 PM** -- we want health plans and the EAP administrators to talk together informally at booths, similar to health fairs. We would like as many plans as possible to staff booths, so that the EAP administrators will have the opportunity to talk with representatives from a variety of plans. The ideal plan representatives to staff these booths would be people who will administer the mental health and substance abuse parity benefits, including from contracted Managed Behavioral Healthcare Organizations if appropriate. Please **reserve your space with us by August 31 (we have extended this date for your convenience)** to ensure we have enough spaces reserved. There is no cost for you to attend or reserve a booth at this Pre-Conference Meeting. You should RSVP for the Pre-Conference Meeting to Dennis Horner, DAHORNER@OPM.GOV (preferred) or 202-606-0004. **Please note that this RSVP is for the Pre-Conference Meeting only and that the actual conference registration procedures are listed below.**

October 17-18, 2000:

These are the dates of the conference hosted jointly by OPM and AAHP. We are excited for the opportunity to bring to you our new initiatives and for you to bring to us new ideas for the advancement and quality improvement of the FEHB Program. Topics will include patient safety and preventable medical error initiatives, mental health and substance abuse parity, plan performance measures, and other Program updates and initiatives.

A final schedule for the conference is still being prepared, however, we want to provide beginning and ending times of the conference so you may arrange travel schedules appropriately. The conference begins with registration starting at **7:30 AM on October 17** with a full day of information sessions beginning at 9:00 AM and ending with a reception starting at approximately 6:00 PM that evening. On **October 18**, sessions will begin at approximately 9:00 AM and with the **conference concluding at approximately 3:00 PM** that afternoon.

Location:**Marriott Metro Center**

775 12th Street, NW
Washington, DC 20006
Tel: 202-737-2200
Fax: 202-824-6106

Hotel Reservations:

The conference guest room rate for either a single or a double room is \$165.00 plus 14.5% room tax, and this group rate is available through Friday **September 15, 2000**. Please contact the Marriott reservations center at **(800) 228-9290** for reservations and indicate that you will be attending the "OPM/AAHP Fall Conference." The hotel is located in downtown Washington, D.C. near the Metro Center subway stop, with easy access to Reagan National Airport.

Conference Registration:

AAHP is handling the arrangements for conference registration. The registration fee is \$320.00. Conference registration policies and the registration form are available on the AAHP web site. To ensure that we can complete processing of your registration in advance of the conference, please submit your registration form and payment to AAHP by Friday, **September 29, 2000**.

To access the conference registration information on the AAHP web site, go to <http://www.aahp.org>. In the menu at the top of the screen, place your cursor on "Conferences & Training." A list of submenus will be displayed. Click on "2000 Conference Schedule and Registration." You will be able to access the registration materials from this page. You may register on the web site, or by

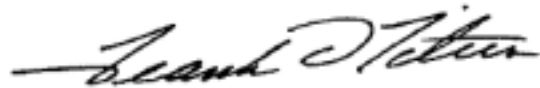
calling 877-291-AAHP. For further information about registration, please call the AAHP membership and customer action center at (202) 778-3269.

If you have technical questions about how to access the registration form and related information on the AAHP web site, please call the AAHP Online Hotline at 877-291-AAHP or email your question to aahp@aahp.org.

If you have other questions concerning the OPM/AAHP Fall Conference, please contact Tricia Pergal at pperгал@aahp.org or (202) 778-3295.

We look forward to seeing you at the Fall Conference!

Sincerely,

A handwritten signature in black ink, appearing to read "Frank D. Titus". The signature is written in a cursive style with a horizontal line extending to the left.

Frank D. Titus
Assistant Director
for Insurance Programs