

DEPARTMENT OF THE ARMY
HEADQUARTERS, JOINT READINESS TRAINING CENTER AND FORT POLK
FORT POLK, LOUISIANA 71459

CIVILIAN PERSONNEL
BULLETIN NO. 21-00

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**RULES GOVERNING FEDERAL EMPLOYEES' HEALTH BENEFITS PROGRAM
(FEHB) CHANGE UNDER PREMIUM CONVERSION**

In response to a number of inquiries regarding the effect of premium conversion effective 8 October 2000, on the rules governing the FEHB and premium deductions, the Office of Personnel Management (OPM) has advised that for the most part, it's business as usual. Only a few situations change under premium conversion:

- ◆ An employee participating in premium conversion will not be allowed to cancel coverage or change from self and family to self only unless the cancellation or change is due to a "qualifying life event" and the request is filed timely OR during an FEHB open season.
- ◆ The deduction for FEHB will be the amount converted to pre-tax. This includes deductions for retroactive coverage, payback of premiums from a prior period of LWOP and other adjustments.
- ◆ At the option of the agency, an employee going on LWOP may be allowed to pre-pay FEHB premiums prior to beginning the LWOP. DFAS has determined that the option to pre-pay when an employee goes on LWOP will not be available in DOD at this time.
- ◆ Reemployed annuitants enrolled in the FEHB Program are eligible to automatically participate in premium conversion, provided they are employed in a position that normally conveys eligibility for FEHB coverage and are in an agency covered by OPM's premium conversion plan.

OPM has created a series of questions and answers regarding premium conversion on their web site: www.opm.gov/insure/health/pretaxfehb. This site is the first and best source for up to date information on premium conversion and will assist you in deciding whether or not you want to participate in premium conversion. We encourage all employees to check it for updates and answers to questions regarding any aspect of premium conversion. If you can't find the answer you

are seeking, you can email OPM at fehbg@opm.gov and they will respond with an answer.

Employees who opt to waive participation in Premium Conversion must submit the waiver form to the CPAC not later than **6 October 2000. This date replaces the previously published date of 7 October 2000.** After 6 October 2000, employees may waive participation in premium conversion (or elect to participate, if they previously waived) only during the annual FEHB open season period, or during the calendar year, if they experience a qualifying life event. Waiver forms are available in the CPAC, and employees may contact Ms. Sherri Collier at 531-4020 to obtain the form.

DONALD R. MALLETT
Director, Civilian Personnel
Advisory Center

PREMIUM CONVERSION WAIVER NOTICE

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