

# TSA Open Season

November 14 - December 12, 2016



## Quick Reference Guide

## FEHB

Online References	How to Enroll/Change Plans	Options for Eligible Employees	Comments
<p><b>Follow</b> the Office of Personnel Management (OPM) link <a href="#">here</a> for Federal Employees Health Benefits (FEHB):</p> <ul style="list-style-type: none"> <li>Premiums</li> <li>Enrollment Form</li> <li>Significant Plan Changes</li> </ul>	<p><b>Go to</b> the OHCAccess website, linked <a href="#">here</a>, and click on MyEPP, or <b>go directly</b> to the MyEPP website, linked <a href="#">here</a>.</p> <p>You can also submit a Standard Form (SF) 2809, Health Benefits Election Form (linked <a href="#">here</a>), by fax, email, or mail.</p> <p><b>Fax:</b> 1-877-872-7993</p> <p><b>Email:</b> <a href="mailto:Helpdesk@mailserver-hraccess.tsa.dhs.gov">Helpdesk@mailserver-hraccess.tsa.dhs.gov</a></p> <p>If you email your personal information, please be sure to encrypt or password protect it. The password should be sent in a separate email.</p> <p><b>Mail:</b> TSA OHCAccess Shared Service Center Suite 200 2650 Park Tower Drive Vienna, VA. 22180-7300</p> <p>OHCAccess must receive the SF-2809 by December 12 (end of Open Season and last day to make elections).</p>	<p><b>Cancel</b> your existing healthcare coverage*</p> <p><b>Enroll</b> in a healthcare plan</p> <p><b>Change</b> healthcare plan**</p> <p><b>Change option**</b></p> <ul style="list-style-type: none"> <li>Self</li> <li>Self Plus One</li> <li>Self &amp; Family</li> </ul> <p><b>Change enrollment in premium conversion</b></p> <p>* If you cancel your coverage, it will end on January 7, 2017. The only way to cancel coverage is to complete and submit a Standard Form (SF) 2809. You cannot cancel coverage via EPP. Please be aware that the Affordable Care Act mandates that employees who can afford healthcare must carry it or pay a fee for any uncovered month.</p> <p>** This may not be permissible if coverage is mandated by a court order.</p>	<p>The effective date of Open Season elections (except cancellations) is <b>January 8, 2017</b>.</p> <p>If you are already enrolled in FEHB, your enrollment will automatically continue. However, benefits, premiums, and carrier participation may change.</p> <p>To view changes, follow the OPM link <a href="#">here</a>, and read Benefits Administration Letter (BAL) 16-404.</p> <p>If your current plan is scheduled to terminate or discontinue coverage in your area, take action during Open Season. If you do not take action, you will be placed in the Standard Option of the GEHA Benefit Plan in 2017.</p> <p><b>Receipt of new ID Cards:</b> Allow 6-8 weeks after January 8, 2017.</p>

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## FEDVIP

Online References	How to Enroll	Options for Eligible Employees	Comments
<p><b>Follow</b> the OPM link <a href="#">here</a> for Federal Employees Dental and Vision Insurance Program (FEDVIP) dental information or <a href="#">here</a> for FEDVIP vision information.</p> <p>The pages offer:</p> <ul style="list-style-type: none"> <li>Premiums</li> <li>Brochures</li> <li>Comparison Tool</li> </ul>	<p><b>Go to</b> the OHCAccess website, linked <a href="#">here</a>, and click on and click on “FEDVIP Program” under Important Links, or <b>go directly</b> to the BENEFEDS website, linked <a href="#">here</a>.</p> <p>You can also call 1-877-888-3337.</p>	<p><b>Cancel</b> your existing dental and/or vision coverage*</p> <p><b>Enroll</b> in a dental and/or vision plan</p> <p><b>Change</b> carrier/plan</p> <p><b>Change</b> coverage</p> <ul style="list-style-type: none"> <li>Self</li> <li>Self Plus One</li> <li>Self &amp; Family</li> </ul> <p>* If you cancel your coverage, it will end on December 31, 2016.</p>	<p>The effective date of Open Season elections/changes (not cancellations) is <b>January 1, 2017</b>.</p> <p>If you are already enrolled in FEDVIP, your enrollment will automatically continue. Benefits, premiums, and carrier participation may change. Review your plan’s 2017 brochure for details.</p>

## Quick Reference Guide

# FSAFEDS

Online References	How to Enroll	Options for Eligible Employees	Comments
<p><b>Follow</b> the OPM link <a href="#">here</a> for Federal Flexible Spending Account Program (FSAFEDS):</p> <ul style="list-style-type: none"> <li>Frequently Asked Questions (FAQs)</li> <li>Savings Calculator</li> <li>Paperless Reimbursement</li> </ul>	<p><b>Go to</b> the OHCAccess website, linked <a href="#">here</a>, and click on FSAFEDS, or <b>go directly</b> to the FSAFEDS website, linked <a href="#">here</a>.</p> <p>You can also call 1-877-372-3337 (TTY: 1-866-353-8058).</p>	<p><b>Enroll</b> in any FSA</p> <p><b>Re-enroll</b> in any FSA</p>	<p>The effective date of Open Season elections is <b>January 1, 2017</b>.</p> <p><b>Re-enrollment is not automatic.</b> Employees must take action during Open Season.</p> <p>Employees who were enrolled in a Health Care Flexible Spending Account (HCFSA) and/or Limited Expense Health Care Flexible Spending Account (LEX HCFSA) in the 2016 coverage year are allowed to carryover up to \$500 of unspent funds to 2017 by re-enrolling in an HCFSA and/or LEX HCFSA. This does not apply to a Dependent Care Flexible Spending Account (DCFSA).</p>