

TSA Open Season

November 12 – December 10, 2018



Visit Human Capital at: <https://ishare.tsa.dhs.gov/OFFICES/HUMANCAPITAL> Check out HRAccess at: <https://hraccess.tsa.dhs.gov> Phone: 1.877.TSA.7990 (1.877.872.7990)
 Email: helpdesk@mailserver-hraccess.tsa.dhs.gov Fax: 1.877.TSA.7993 (1.877.872.7993)

FEDERAL EMPLOYEES HEALTH BENEFITS (FEHB) QUICK REFERENCE GUIDE

Online References	How to Enroll/Change Plans	Options for Eligible Employees	Comments
<p>Follow the Office of Personnel Management (OPM) link here for Federal Employees Health Benefits (FEHB):</p> <ul style="list-style-type: none"> Premiums Enrollment Form Significant Plan Changes 	<p>Go to the HCAccess website, linked here, and click on MyEPP, or go directly to the MyEPP website, linked here.</p> <p>Using MyEPP is preferred, as it allows for quicker processing and receipt of new cards.</p> <p>You can also submit a Standard Form (SF) 2809, Health Benefits Election Form (linked here), by fax, email, or mail. Only the November 2015 version of the SF-2809 will be accepted.</p> <p>Fax: 1-877-872-7993</p> <p>Email: Helpdesk@mailserver-hraccess.tsa.dhs.gov</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>Mail: TSA Human Resource Service Center 6363 Walker Lane, Suite 400 Alexandria, VA. 22310</p> <p>HCAccess must receive the SF-2809 by December 10 (end of Open Season and last day to make elections).</p>	<p>Cancel your existing healthcare coverage*</p> <p>Enroll in a healthcare plan</p> <p>Change healthcare plan**</p> <p>Change option**</p> <ul style="list-style-type: none"> Self Self Plus One Self & Family <p>Change enrollment in premium conversion</p> <p>* If you cancel your coverage, it will end on January 5, 2019. The only way to cancel coverage is to complete and submit a Standard Form (SF) 2809. You are permitted to cancel enrollment through MY EPP for Open Season only. ** This may not be permissible if coverage is canceled or mandated by a court Order.</p>	<p>The effective date of Open Season elections (except cancellations) is January 6, 2019.</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 HCAccess link here, and read Benefits Administration Letter (BAL) 18-403.</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 Blue Cross and Blue Shield Benefit Plan FEP Blue Focus, Plan in 2019.</p> <p>Note: If you retire before Open Season changes become effective, complete an SF-2809 and submit it to your retirement specialist.</p> <p>Receipt of new ID Cards: Allow 6-8 weeks after January 7, 2019.</p>