

Subject: All CPF E-mail - Reservists & Health Benefits  
Sent: Monday, 24 May 2004

The purpose of this E-mail is to provide you with an update regarding three reservists issues relating to their Federal Employees Health Benefits (FEHB).

### **RESERVISTS AND RETROACTIVE REFUND OF FEHB PREMIUMS FOR EMPLOYEES CALLED UP FOR ACTIVE DUTY IN SUPPORT OF A CONTINGENCY OPERATION ON/AFTER 8 DEC 95**

On 20 Apr 04, the Office of the Deputy Secretary of Defense issued a letter establishing procedures for DoD agencies to reimburse the employee's share of the health benefit premiums for any covered employee who was called to active duty for more than 30 days in support of a contingency operation on or after 8 Dec 95. BEST received the final DoD procedures, along with the FEHB premium refund application, on 13 May 04. BEST is in the process of finalizing the marketing/procedural information which will be done via a Public Affairs article, BEST bulletin, BEST newsletter article, and updates to the BEST Homepage. Stay tuned for more information!

### **RESERVISTS, PERFORMANCE AWARDS & HEALTH BENEFIT DEDUCTIONS**

Good news! In Apr 04, BEST was notified that DFAS instituted a fix to prevent reservists on LWOP-US from having erroneous health insurance deductions taken from their 2004 Performance Award. If any reservist receives a 2004 Performance Award and has a health benefit premium deducted, request the employee (or your office) contact BEST to resolve the issue.

### **RESERVISTS RETURNING FROM ACTIVE DUTY & HEALTH BENEFIT DEDUCTIONS/DEBTS**

For employees called up in support of a contingency operation, the Air Force should pay both the employee and agency health insurance premiums. Many players ensure a reservist doesn't encounter erroneous health benefit deductions/debts upon their return from active duty:

- Management/Supervisor Timely Submits the LWOP-US Request for Personnel Action (RPA)
- Employee or CPF Submits Employee's Orders/Checklist to BEST
- BEST Processes the Employee's Health Benefits Election and Notifies DFAS (Manual Process) the Employee is in Support of a Contingency Operation
- DFAS Updates Payroll Record (Manual Process), Which Ensures Eligible Employees Do Not Incur a Debt for Health Benefit Premiums

Due to the manual process described above some reservists experience problems. As a reminder -- if you have reservists returning from active duty and would like to work with BEST with the goal of ensuring they are not erroneously charged a health benefits debt, request your staff:

- Ensure a LWOP-US RPA was submitted/processed for the employee
- Provide BEST a spreadsheet of employees returning from active duty (name, SSAN, & date returning from active duty)

Spreadsheets should be sent to [laurie.lynch@randolph.af.mil](mailto:laurie.lynch@randolph.af.mil) and [maria.molly@randolph.af.mil](mailto:maria.molly@randolph.af.mil).

BEST submitted a systems enhancement request to automate the manual processes in DCPDS and has worked with DFAS to submit the same enhancement to the DCPS system. From our perspective, if we can automate the process we can eliminate the majority of the problems reservists experience with their health benefits premiums. We are hopeful the DCPDS/DCPS reservists health benefits data elements will be available in the Jul/Aug 04 timeframe which should alleviate the majority of the manual processing errors.

As always -- we appreciate your support.

Chief, Special Operations Division  
AFPC/DPCM