

# How to enroll in the NALC HBP this Open Season



**Brian Hellman**

**T**his year's Open Season dates are Nov. 14 through Dec. 12. There are several ways to enroll in the NALC Health Benefit Plan.

**Active letter carriers have four ways to enroll in the HBP.**

Use your home computer, tablet, or smartphone to go to <https://liteblue.usps.gov>. You must have your employee ID number. (It's the eight-digit number printed on your earnings statement just above the words "employee ID.") You will also need your USPS Personal Identification Number, or PIN. (It's the same one you use to access PostalEASE.)

Another way to enroll in the HBP is to use PostalEASE. You can get

there three ways:

- The Blue Page (Intranet) at work
- Employee self-service kiosks located at some USPS facilities, or
- PostalEASE by telephone—Call 877-4PS-EASE (877-477-3273) and enter Option 1.

When enrolling by internet, intranet or employee self-service kiosk, simply follow the instructions on the screen. If you prefer to enroll or make changes by phone, call PostalEASE toll-free at 877-4PS-EASE (877-477-3273) and choose Option 1. TTY users can call 866-260-7507.

Have your PostalEASE worksheet completed before you call. When prompted, select Federal Employees Health Benefits. Follow the prompts to enter your employee ID, USPS PIN, and the information you entered on your worksheet. This information will be required:

- Daytime telephone number
- The name of the health plan in which you want to enroll (NALC Health Benefit Plan High Option)
- Health plan code number (322 for Self and Family, 323 for Self Plus One or 321 for Self Only)
- Names, addresses, dates of birth, and Social Security numbers for all eligible family members covered under your enrollment
- Name, policy number and effective date on any other group health insurance in which you or eligible family members are enrolled, including Medicare and Tricare
- If you are changing plans or canceling coverage, enter the code of your current health plan

After completing your entries, write down and save the confirmation number you receive for PostalEASE and the date your enrollment will be processed.

**Annuitants and retirees can enroll by calling Employee Express at 800-332-9798, by going to OPM's Open Season website at <https://retirefehb.opm.gov>, or by submitting a Standard 2809 to your retirement office. You can get additional information at [opm.gov/retirement-services](http://opm.gov/retirement-services).**

If you submit your change by mail, the address is: OPM, Open Season Processing Center, P.O. Box 5000, Lawrence, KS 66046-0500. Annuitants or retirees eligible in the FEHB program should call the Retirement Information Center at 888-767-6738 (TTY: 800-878-5707) for instructions on enrolling.

**Active federal employees of agencies that participate in Employee Express may enroll during the Open Season by going to [employeeexpress.gov](http://employeeexpress.gov) or by calling 478-757-3030. Employees of non-participating agencies should contact their employing office for enrollment instructions.**

## 2017 rates

**Active letter carriers biweekly premium is now Category 2.**

Type of Enrollment	Enrollment Code	Non-Postal Premium				Postal Premium	
		Biweekly		Monthly		Biweekly	
		Gov't Share	Your Share	Gov't Share	Your Share	Category 1 Your Share	Category 2 Your Share
High Option Self Only	321	\$221.67	\$77.40	\$480.29	\$167.70	\$68.17	\$65.09
High Option Self Plus One	323	\$475.79	\$176.19	\$1,030.88	\$381.74	\$156.36	\$149.76
High Option Self and Family	322	\$503.67	\$167.89	\$1,091.29	\$363.76	\$146.06	\$139.35
CDHP Self Only	324	\$160.70	\$53.56	\$348.17	\$116.06	\$46.60	\$44.46
CDHP Self Plus One	326	\$347.62	\$115.87	\$753.17	\$251.06	\$100.81	\$96.17
CDHP Self and Family	325	\$348.40	\$116.13	\$754.86	\$251.62	\$101.04	\$96.39
Value Option Self Only	KM1	\$131.89	\$43.96	\$285.76	\$95.25	\$38.25	\$36.49
Value Option Self Plus One	KM3	\$285.28	\$95.09	\$618.11	\$206.03	\$82.73	\$78.93
Value Option Self and Family	KM2	\$286.06	\$95.35	\$619.79	\$206.60	\$82.96	\$79.14

**Note:** Postal Category 1 rates apply to career bargaining unit employees who are represented by the APWU (including IT/ASC, MDC, OS and NPPN employees) and NRLCA.

Postal Category 2 rates apply to career bargaining unit employees who are represented by NALC, NPMHU and PPO.