



*Retirement and Insurance Service
Payroll Office Letter*

Number: P-00-25

Date : October 17, 2000

SUBJECT: FEHB Clearinghouse

Management control over the Federal Employees Health Benefits Program (FEHB) depends to a great extent on the existence of an effective enrollment reconciliation process between agencies and participating carriers. Currently, the enrollment reconciliation process is based upon the quarterly enrollment reports that you submit to the FEHB carriers that cover your employees. The carriers will contact you if they conclude that their enrolment records differ from yours.

To enhance the reconciliation process and eliminate this cumbersome procedure, we have recently contracted with the National Finance Center (NFC) to develop and maintain the "FEHB Clearinghouse." Under the Clearinghouse concept, both FEHB carriers and payroll offices will submit enrollment data to NFC. NFC will, in turn, reconcile the two sets of data and generate reports of discrepancies with the probable corrective action.

We believe that by involving you in the Clearinghouse development process from the onset, we can better assure its successful implementation. Therefore, we are seeking payroll officials to work with us, NFC, and representatives from the FEHB carrier community to develop the systemic, policy and procedural requirements that will underlie the Clearinghouse.

If you would like to help us develop the Clearinghouse, please email us at finance@opm.gov or contact Kenneth Harris of this office directly. Mr. Harris can be emailed at ktharris@opm.gov or reached on 202-606-4851.

A handwritten signature in black ink, appearing to read "Robert A. Yuran".

Robert A. Yuran, Chief
Financial Policy Staff
Retirement and Insurance Service