

A Health Maintenance Organization

Enrollment in this Plan is limited; see page 9 for requirements.

Serving: Southwestern and Central Pennsylvania.

Enrollment code:

- KL1 Self Only (High Option)**
- KL2 Self and Family (High Option)**
- KL4 Self Only (Standard Option)**
- KL5 Self and Family (Standard Option)**



Serving: Southeastern Pennsylvania.

Enrollment code:

- SU1 Self Only (High Option)**
- SU2 Self and Family (High Option)**
- SU4 Self Only (Standard Option)**
- SU5 Self and Family (Standard Option)**

Serving: New Jersey.

Enrollment code:

- P31 Self Only (High Option)**
- P32 Self and Family (High Option)**
- P34 Self Only (Standard Option)**
- P35 Self and Family (Standard Option)**

Visit the OPM website at <http://www.opm.gov/insure> and this Plan's website at <http://www.aetnaushc.com/feds>

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United States
Office of
Personnel
Management



Aetna U.S. Healthcare

Aetna U.S. Healthcare, Inc., 1425 Union Meeting Road, P.O. Box 3013, Blue Bell, PA 19422, has entered into a contract (CS 1766) with the Office of Personnel Management (OPM) as authorized by the Federal Employees Health Benefits (FEHB) law, to provide a comprehensive medical plan herein called Aetna U.S. Healthcare or the Plan.

This brochure is the official statement of benefits on which you can rely. A person enrolled in the Plan is entitled to the benefits stated in this brochure. If enrolled for Self and Family, each eligible family member is also entitled to these benefits.

Premiums are negotiated with each plan annually. Benefit changes are effective January 1, 1999, and are shown on page 23 of this brochure.

Table of Contents

	Page
Inspector General Advisory on Fraud	3
General Information	3-6
Confidentiality; If you are a new member; If you are hospitalized when you change plans; Your responsibility; Things to keep in mind; Coverage after enrollment ends (Former spouse coverage; Temporary continuation of coverage; Conversion to individual coverage; and Certificate of Creditable Coverage)	
Facts about this Plan	7-10
Information you have a right to know; Who provides care to Plan members? Role of a primary care doctor; Choosing your doctor; Plan website; Referrals for specialty care; For new members; Hospital care; Out-of-pocket maximum; Deductible carryover; Submit claims promptly; Experimental/investigational determinations; Other considerations; Reciprocity; The Plan's service areas	
General Limitations	10-11
Important notice; Circumstances beyond Plan control; Arbitration of claims; Other sources of benefits	
General Exclusions	11
Benefits	12-18
Medical and Surgical Benefits; Hospital/Extended Care Benefits; Emergency Benefits; Mental Conditions/ Substance Abuse Benefits; Prescription Drug Benefits	
Other Benefits	19-20
Dental care; Vision care	
Non-FEHB Benefits	21
How to Obtain Benefits	22-23
How Aetna U.S. Healthcare Changes January 1999	23
Summary of Benefits	27
1999 Rate Information	28

Inspector General Advisory: Stop Health Care Fraud!

Fraud increases the cost of health care for everyone. Anyone who intentionally makes a false statement or a false claim in order to obtain FEHB benefits or increase the amount of FEHB benefits is subject to prosecution for FRAUD. This could result in CRIMINAL PENALTIES. Please review all medical bills, medical records and claims statements carefully. If you find that a provider, such as a doctor, hospital or pharmacy charged your plan for services you did not receive, billed for the same service twice, or misrepresented any other information, take the following actions:

- Call the provider and ask for an explanation — sometimes the problem is a simple error.
- If the provider does not resolve the matter, or if you remain concerned, call your plan at 1-800/537-9384 and explain the situation.
- If the matter is not resolved after speaking to your plan (and you still suspect fraud has been committed), call or write:

THE HEALTH CARE FRAUD HOTLINE 202/418-3300

The Office of Personnel Management
Office of the Inspector General Fraud Hotline
1900 E. Street, N.W., Room 6400
Washington, D.C. 20415

The inappropriate use of membership identification cards, e.g., to obtain services for a person who is not an eligible family member or after you are no longer enrolled in the Plan, is also subject to review by the Inspector General and may result in an adverse administrative action by your agency.

General Information

Confidentiality

Medical and other information provided to the Plan, including claim files, is kept confidential and will be used only: 1) by the Plan and its subcontractors for internal administration of the Plan, coordination of benefit provisions with other plans, and subrogation of claims; 2) by law enforcement officials with authority to investigate and prosecute alleged civil or criminal actions; 3) by OPM to review a disputed claim or perform its contract administration functions; 4) by OPM and the General Accounting Office when conducting audits as required by the FEHB law; or 5) for bona fide medical research or education. Medical data that does not identify individual members may be disclosed as a result of the bona fide medical research or education.

If you are a new member

Use this brochure as a guide to coverage and obtaining benefits. There may be a delay before you receive your identification card and member information from the Plan. Until you receive your ID card, you may show your copy of the SF 2809 enrollment form or your annuitant confirmation letter from OPM to a provider or Plan facility as proof of enrollment in this Plan. If you do not receive your ID card within 60 days after the effective date of your enrollment, you should contact the Plan.

If you made your open season change by using Employee Express and have not received your new ID card by the effective date of your enrollment, call the Employee Express HELP number to request a confirmation letter. Use that letter to confirm your new coverage with Plan providers.

If you are a new member of this Plan, benefits and rates begin on the effective date of your enrollment, as set by your employing office or retirement system. As a member of this Plan, once your enrollment is effective, you will be covered only for services provided or arranged by a Plan doctor except in the case of emergency as described on page 15. If you are confined in a hospital on the effective date, you must notify the Plan so that it may arrange for the transfer of your care to Plan providers. See “If you are hospitalized” on page 4.

FEHB plans may not refuse to provide benefits for any condition you or a covered family member may have solely on the basis that it was a condition that existed before you enrolled in a plan under the FEHB Program.

General Information *continued*

If you are hospitalized

If you change plans or options, benefits under your prior plan or option cease on the effective date of your enrollment in your new plan or option, unless you or a covered family member are confined in a hospital or other covered facility or is receiving medical care in an alternative care setting on the last day of your enrollment under the prior plan or option. In that case, the confined person will continue to receive benefits under the former plan or option until the earliest of (1) the day the person is discharged from the hospital or other covered facility (a move to an alternative care setting does not constitute a discharge under this provision), or (2) the day after the day all inpatient benefits have been exhausted under the prior plan or option, or (3) the 92nd day after the last day of coverage under the prior plan or option. However, benefits for other family members under the new plan will begin on the effective date. If your plan terminates participation in the FEHB Program in whole or in part, or if the Associate Director for Retirement and Insurance orders an enrollment change, this continuation of coverage provision does not apply; in such case, the hospitalized family member's benefits under the new plan begin on the effective date of enrollment.

Your responsibility

It is your responsibility to be informed about your health benefits. Your employing office or retirement system can provide information about: when you may change your enrollment; who "family members" are; what happens when you transfer, go on leave without pay, enter military service, or retire; when your enrollment terminates; and the next open season for enrollment. Your employing office or retirement system will also make available to you an FEHB Guide, brochures and other materials you need to make an informed decision.

Things to keep in mind

- The benefits in this brochure are effective on January 1 for those already enrolled in this Plan; if you changed plans or plan options, see "If you are a new member" on page 3. In both cases, however, the Plan's new rates are effective the first day of the enrollee's first full pay period that begins on or after January 1 (January 1 for all annuitants).
- Generally, you must be continuously enrolled in the FEHB Program for the last five years before you retire to continue your enrollment for you and any eligible family members after you retire.
- The FEHB Program provides Self Only coverage for the enrollee alone or Self and Family coverage for the enrollee, his or her spouse, and unmarried dependent children under age 22. Under certain circumstances, coverage will also be provided under a family enrollment for a disabled child 22 years of age or older who is incapable of self-support.
- A member with Self Only coverage who is expecting a baby or the addition of a child may change to a Self and Family enrollment up to 60 days after the birth or addition. The effective date of the enrollment change is the first day of the pay period in which the child was born or became an eligible family member. The enrollee is responsible for his or her share of the Self and Family premium for that time period; both parent and child are covered only for care received from Plan providers, except for emergency benefits.
- You will not be informed by your employing office (or your retirement system) or your Plan when a family member loses eligibility.
- You must direct questions about enrollment and eligibility, including whether a dependent age 22 or older is eligible for coverage, to your employing office or retirement system. The Plan does not determine eligibility and cannot change an enrollment status without the necessary information from the employing agency or retirement system.
- An employee, annuitant, or family member enrolled in one FEHB plan is not entitled to receive benefits under any other FEHB plan.
- Report additions and deletions, including divorces, of covered family members to the Plan promptly.
- If you are an annuitant or former spouse with FEHB coverage and you are also covered by Medicare Part B, you may drop your FEHB coverage and enroll in a Medicare prepaid plan when one is available in your area. If you later change your mind and want to reenroll in FEHB, you may do so at the next open season, or whenever you involuntarily lose coverage in the Medicare prepaid plan or move out of the area it serves.

Most Federal annuitants have Medicare Part A. If you do not have Medicare Part A, you may enroll in a Medicare prepaid plan, but you will probably have to pay for hospital coverage in addition to the Part B premium. Before you join the plan, ask whether they will provide hospital benefits and, if so, what you will have to pay.

You may also remain enrolled in this Plan when you join a Medicare prepaid plan.

General Information *continued*

Contact your local Social Security Administration (SSA) office for information on local Medicare prepaid plans (also known as Coordinated Care Plans or Medicare HMOs) or request it from SSA at 1-800/638-6833. Contact your retirement system for information on dropping your FEHB enrollment and changing to a Medicare prepaid plan. See page 21 for information on the Medicare prepaid plan offered by this Plan.

- Federal annuitants are not required to enroll in Medicare Part B (or Part A) in order to be covered under the FEHB Program nor are their FEHB benefits reduced if they do not have Medicare Part B (or Part A).

Coverage after enrollment ends

When an employee's enrollment terminates because of separation from Federal service or when a family member is no longer eligible for coverage under an employee or annuitant enrollment, and the person is not otherwise eligible for FEHB coverage, he or she generally will be eligible for a free 31-day extension of coverage. The employee or family member also may be eligible for one of the following:

Former spouse coverage

When a Federal employee or annuitant divorces, the former spouse may be eligible to elect coverage under the spouse equity law. If you are recently divorced or anticipate divorcing, contact the employee's employing office (personnel office) or retiree's retirement system to get more facts about electing coverage.

Temporary continuation of coverage (TCC)

If you are an employee whose enrollment is terminated because you separate from service, you may be eligible to temporarily continue your health benefits coverage under the FEHB Program in any plan for which you are eligible. Ask your employing office for RI 79-27, which describes TCC, and for RI 70-5, the FEHB Guide for individuals eligible for TCC. Unless you are separated for gross misconduct, TCC is available to you if you are not otherwise eligible for continued coverage under the Program. For example, you are eligible for TCC when you retire if you are unable to meet the five-year enrollment requirement for continuation of enrollment after retirement.

Your TCC begins after the initial free 31-day extension of coverage ends and continues for up to 18 months after your separation from service (that is, if you use TCC until it expires 18 months following separation, you will only pay for 17 months of coverage). Generally, you must pay the total premium (both the Government and employee shares) plus a 2 percent administrative charge. If you use your TCC until it expires, you are entitled to another free 31-day extension of coverage when you may convert to nongroup coverage. If you cancel your TCC or stop paying premiums, the free 31-day extension of coverage and conversion option are not available.

Children or former spouses who lose eligibility for coverage because they no longer qualify as family members (and who are not eligible for benefits under the FEHB Program as employees or under the spouse equity law) also may qualify for TCC. They also must pay the total premium plus the 2 percent administrative charge. TCC for former family members continues for up to 36 months after the qualifying event occurs, for example, the child reaches age 22 or the date of the divorce. This includes the free 31-day extension of coverage. When their TCC ends (except by cancellation or nonpayment of premium), they are entitled to another free 31-day extension of coverage when they may convert to nongroup coverage.

NOTE: If there is a delay in processing the TCC enrollment, the effective date of the enrollment is still the 32nd day after regular coverage ends. The TCC enrollee is responsible for premium payments retroactive to the effective date and coverage may not exceed the 18- or 36-month period noted above.

Notification and election requirements

Separating employees — Within 61 days after an employee's enrollment terminates because of separation from service, his or her employing office will notify the employee of the opportunity to elect TCC. The employee has 60 days after separation (or after receiving the notice from the employing office, if later) to elect TCC.

Children — You must notify your employing office or retirement system when a child becomes eligible for TCC within 60 days after the qualifying event occurs, for example, the child reaches age 22 or marries.

Former spouses — You or your former spouse must notify the employing office or retirement system of the former spouse's eligibility for TCC within 60 days after the termination of the marriage. A former spouse may also qualify for TCC if, during the 36-month period of TCC eligibility, he or she loses spouse equity eligibility because of remarriage before age 55 or loss of the

General Information *continued*

qualifying court order. This applies even if he or she did not elect TCC while waiting for spouse equity coverage to begin. The former spouse must contact the employing office within 60 days of losing spouse equity eligibility to apply for the remaining months of TCC to which he or she is entitled.

The employing office or retirement system has 14 days after receiving notice from you or the former spouse to notify the child or the former spouse of his or her rights under TCC. If a child wants TCC, he or she must elect it within 60 days after the date of the qualifying event (or after receiving the notice, if later). If a former spouse wants TCC, he or she must elect it within 60 days after any of the following events: the date of the qualifying event or the date he or she receives the notice, whichever is later; or the date he or she loses coverage under the spouse equity law because of remarriage before age 55 or loss of the qualifying court order.

Important: The employing office or retirement system must be notified of a child's or former spouse's eligibility for TCC within the 60-day time limit. If the employing office or retirement system is not notified, the opportunity to elect TCC ends 60 days after the qualifying event in the case of a child and 60 days after the change in status in the case of a former spouse.

Conversion to individual coverage

When none of the above choices are available — or chosen — when coverage as an employee or family member ends, or when TCC coverage ends (except by cancellation or nonpayment of premium), you may be eligible to convert to an individual, nongroup contract. You will not be required to provide evidence of good health and the plan is not permitted to impose a waiting period or limit coverage for preexisting conditions. If you wish to convert to an individual contract, you must apply in writing to the carrier of the plan in which you are enrolled within 31 days after receiving notice of the conversion right from your employing agency. A family member must apply to convert within the 31-day free extension of coverage that follows the event that terminates coverage, e.g., divorce or reaching age 22. Benefits and rates under the individual contract may differ from those under the FEHB Program.

Certificate of Creditable Coverage

Under Federal law, if you lose coverage under the FEHB Program, you should automatically receive a Certificate of Group Health Plan Coverage from the last FEHB Plan to cover you. This certificate, along with any certificates you receive from other FEHB plans you may have been enrolled in, may reduce or eliminate the length of time a preexisting condition clause can be applied to you by a new non-FEHB insurer. If you do not receive a certificate automatically, you must be given one on request.

Facts about this Plan

This Plan is a comprehensive medical plan, sometimes called a health maintenance organization (HMO). When you enroll in an HMO, you are joining an organized system of health care that arranges in advance with specific doctors, hospitals and other providers to give care to members and pays them directly for their services. Benefits are available only from Plan providers except during a medical emergency. Members are required to select a personal doctor from among participating Plan primary care doctors. Services of a specialty care doctor can only be received by referral from the selected primary care doctor. There are no claim forms when Plan doctors are used.

Your decision to join an HMO should be based on your preference for the plan's benefits and delivery system, not because a particular provider is in the plan's network. You cannot change plans because a provider leaves the HMO.

Because the Plan provides or arranges your care and pays the cost, it seeks efficient and effective delivery of health services. By controlling unnecessary or inappropriate care, it can afford to offer a comprehensive range of benefits. In addition to providing comprehensive health services and benefits for accidents, illness and injury, the Plan emphasizes preventive benefits such as office visits, physicals, immunizations and well-baby care. You are encouraged to get medical attention at the first sign of illness.

Information you have a right to know

All carriers in the FEHB Program must provide certain information to you. If you did not receive information about this Plan, you can obtain it by calling the Carrier at 1-800-537-9384 or you may write the Carrier at 1425 Union Meeting Road, P.O. Box 3013, Blue Bell, PA 19422. You may also contact the Carrier by fax at 1-215-775-5870 or at its website at <http://www.aetnaushc.com/feds>.

Information that must be made available to you includes:

- Disenrollment rates for 1997.
- Compliance with State and Federal licensing or certification requirements and the dates met. If noncompliant, the reason for noncompliance.
- Accreditations by recognized accrediting agencies and the dates received.
- Carrier's type of corporate form and years in existence.
- Whether the carrier meets State, Federal and accreditation requirements for fiscal solvency, confidentiality and transfer of medical records.

Who provides care to Plan members?

This Plan is an individual-practice prepayment Plan. Plan participating providers are neither agents nor employees of the Plan. They are independent doctors who practice in their own offices. Covered benefits are available only from those doctors and from participating hospitals and participating pharmacies. The Plan arranges with doctors and hospitals to provide medical care for both the prevention of disease and the treatment of serious illness.

You must select a primary care doctor for each covered family member. Your primary care doctor must be a family or general practitioner, pediatrician or medical internist. You must contact your primary care doctor for a referral before seeing any other doctor or obtaining specialty services. A wide variety of Board eligible and Board certified specialists are participating Plan doctors. Your Plan primary care doctor or the specialist to whom you were referred admits you to his/her hospital for elective procedures.

Role of a primary care doctor

The first and most important decision each member must make is the selection of a primary care doctor. The decision is important since it is through this doctor that all other health services, particularly those of specialists, are obtained. It is the responsibility of your primary care doctor to obtain any necessary authorizations from the Plan before referring you to a specialist or making arrangements for hospitalization. Services of other providers are covered only when you have been referred by your primary care doctor, with the following exception: open access to Plan participating gynecologists is available for the diagnosis and treatment of gynecological problems and one routine gynecological exam and Pap smear each calendar year.

Choosing your doctor

You must select a primary care doctor from the provider directory that corresponds to the enrollment code you selected.

The Plan's provider directory lists participating primary care doctors (general or family practitioners, pediatricians, and internists), with their locations and phone numbers, and notes whether or not the doctor is accepting new patients. Directories are updated on a regular basis and are available at the time of enrollment or upon request by calling or writing the Member Relations Department, Aetna U.S. Healthcare, 1425 Union Meeting Road, P.O. Box 3013, Blue Bell, PA 19422 — Telephone: 1-800/537-9384; you can also find out if your doctor participates with this Plan by calling this number. If you are interested in receiving care from a specific provider who is

Facts about this Plan *continued*

listed in the directory, call the provider to verify that he or she still participates with the Plan and is accepting new patients. Important note: When you enroll in this Plan, services (except for emergency benefits) are provided through the Plan's delivery system; the continued availability and/or participation of any one doctor, hospital, or other provider cannot be guaranteed.

If you enroll, you will be asked to complete a primary care doctor selection form and send it directly to the Plan, indicating the name of the primary care doctor(s) you selected for you and each member of your family. Members may change their doctor selection by notifying the Plan 30 days in advance.

If you are receiving services from a doctor who leaves the Plan, the Plan will provide payment for covered services until the Plan can make reasonable and medically appropriate provisions for the assumption of such services by a participating doctor.

Plan website

For the most current list of Plan participating providers, please refer to our Internet Website at www.aetnaushc.com/feds. After logging onto our website, click on DocFind.[®] This easy-to-use electronic directory gives you up-to-date provider information. Based on your criteria, a list of providers should appear when available. Clicking directly on the address of the provider gives you detailed information about that provider. DocFind is available 24 hours a day, 7 days a week.

Referrals for specialty care

Except in a medical emergency, or for direct access benefits, or when a primary care doctor has designated another doctor to see patients when he or she is unavailable, you must contact your primary care doctor for a referral before seeing any other doctor or obtaining special services. Referral to a participating specialist is given at the primary care doctor's discretion; if specialists or consultants are required beyond those participating in the Plan, the primary care doctor will make arrangements for appropriate referrals.

When you receive a referral from your primary care doctor, you must return to the primary care doctor after the consultation. All follow-up care must be provided or authorized by the primary care doctor. On referrals, the primary care doctor will give specific instructions to the consultant as to what services are authorized. If additional services or visits are suggested by the consultant, you must first check with your primary care doctor and obtain another referral. Otherwise you will be responsible for the costs that you incur for services received.

If you have a chronic, complex, or serious medical condition that causes you to see a Plan specialist frequently, your primary care doctor will develop a treatment plan with you and your health plan that allows an adequate number of direct access visits with that specialist. The treatment plan will permit you to visit your specialist without the need to obtain further referrals.

For new members

If you are already under the care of a specialist who is a Plan participant, you must still obtain a referral from a Plan primary care doctor for the care to be covered by the Plan. If the doctor who originally referred you prior to joining this Plan is now your primary care doctor, you should call to explain that you now belong to this Plan and ask that a "referral form" be sent to the specialist for your next appointment.

If you are selecting a new primary care doctor, you must schedule an appointment so the primary care doctor can decide whether to treat the condition directly or refer you back to the specialist.

Hospital care

If you require hospitalization, your primary care doctor or authorized specialist will make the necessary arrangements and continue to supervise your care.

Out-of-pocket maximum

Copayments are required for a few benefits. However, copayments will not be required for the remainder of the calendar year after your out-of-pocket expenses for services provided or arranged by the Plan reach 100% of annual premium per Self Only enrollment or 100% of annual premium per Self and Family enrollment (including your premium and the Government's share) under the High Option and \$1,500 per Self Only and \$3,000 per Self and Family enrollment under the Standard Option. This copayment maximum does not include costs of prescription drugs.

You should maintain accurate records of the copayments made, as it is your responsibility to determine when the copayment maximum is reached. You are assured a predictable maximum in out-of-pocket costs for covered health and medical needs. Copayments are due when service is rendered, except for emergency care.

Facts about this Plan *continued*

Deductible carryover

If you changed to this Plan during open season from a plan with a deductible and the effective date of the change was after January 1, any expenses that would have applied to that plan's deductible will be covered by your old plan if they are for care you got in January before the effective date of your coverage in this Plan. If you have already met the deductible in full, your old plan will reimburse these covered expenses. If you have not met it in full, your old plan will first apply your covered expenses to satisfy the rest of the deductible and then reimburse you for any additional covered expenses. The old plan will pay these covered expenses according to this year's benefits; benefit changes are effective January 1.

Submit claims promptly

When you are required to submit a claim to this Plan for covered expenses, submit your claim promptly. The Plan will not pay benefits for claims submitted later than December 31 of the calendar year following the year in which the expense was incurred, unless timely filing was prevented by administrative operations of Government or legal incapacitation, provided the claim was submitted as soon as reasonably possible.

Experimental/investigational determinations

The Plan's medical policy review group uses the Hays Medical Technology Assessment Service, HCFA's policy manual, FDA decisions, etc., to determine which medical procedures are experimental and/or investigational.

Other considerations

Plan providers will follow generally accepted medical practice in prescribing any course of treatment. Before you enroll in this Plan, you should determine whether you will be able to accept treatment or procedures that may be recommended by Plan providers.

Reciprocity

When you are beyond a 50-mile radius from home and desire nonemergency or nonurgent care, you can visit a participating primary care doctor in another state or location throughout the Plan's national HMO network. Please call 1-800/537-9384 for provider information. You will be able to choose from 3 primary care doctors in that area and will receive authorization for one visit which includes any tests or X rays required in connection with that visit. Any subsequent visits must be coordinated through your own primary care doctor. You pay a \$5 copay under High Option or a \$15 copay under Standard Option per visit. This benefit is good for up to 30 days away from home.

The Plan's service areas

The service areas for this Plan, where Plan providers and facilities are located, is described below. Plan providers and facilities in your Service area must be used. You must live or work in one of the service areas to enroll in this Plan. Benefits for care outside a service area are limited to emergency services, as described on page 15 and under the reciprocity benefit.

If you or a covered family member moves outside the service area, you may enroll in another approved plan. It is not necessary to wait until you move or for the open season to make such a change; contact your employing office or retirement system for information if you are anticipating a move.

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Adams, Allegheny, Armstrong, Beaver, Blair, Butler, Cambria, Carbon, Clarion, Cumberland, Dauphin, Erie, Fayette, Franklin, Greene, Jefferson, Lawrence, Lackawanna, Lancaster, Lebanon, Luzerne, Lycoming, Mercer, Monroe, Northumberland, Perry, Pike, Schuylkill, Snyder, Somerset, Susquehanna, Washington, Wayne, Westmoreland and York counties



10/96

This service area has full accreditation from the NCQA. See the FEHB Guide for more information on NCQA.

Facts about this Plan *continued*



6/96

This service area has full accreditation from the NCQA. See the *FEHB Guide* for more information on NCQA.

Serving: Southeastern Pennsylvania

Enrollment Code:

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- SU2 Self and Family (High Option)**
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- SU5 Self and Family (Standard Option)**

Berks, Bucks, Chester, Delaware, Lehigh, Montgomery, and Northampton counties and Philadelphia



12/97

This service area has full accreditation from the NCQA. See the *FEHB Guide* for more information on NCQA.

Serving: All of New Jersey

Enrollment Code:

- P31 Self Only (High Option)**
- P32 Self and Family (High Option)**
- P34 Self Only (Standard Option)**
- P35 Self and Family (Standard Option)**

The State of New Jersey

General Limitations

Important notice

Although a specific service may be listed as a benefit, it will be covered for you only if, in the judgment of your Plan doctor, it is medically necessary for the prevention, diagnosis, or treatment of your illness or condition. **No oral statement of any person shall modify or otherwise affect the benefits, limitations and exclusions of this brochure, convey or void any coverage, increase or reduce any benefits under this Plan or be used in the prosecution or defense of a claim under this Plan.** This brochure is the official statement of benefits on which you can rely.

Circumstances beyond Plan control

In the event of major disaster, epidemic, war, riot, civil insurrection, disability of a significant number of Plan providers, complete or partial destruction of facilities, or other circumstances beyond the Plan's control, the Plan will make a good faith effort to provide or arrange for covered services. However, the Plan will not be responsible for any delay or failure in providing service due to lack of available facilities or personnel.

Arbitration of claims

Any claim for damages for personal injury, mental disturbance or wrongful death arising out of the rendition of or failure to render services under this contract must be submitted to binding arbitration.

Other sources of benefits

This section applies when you or your family members are entitled to benefits from a source other than this Plan. You must disclose information about other sources of benefits to the Plan and complete all necessary documents and authorizations requested by the Plan.

Medicare

If you or a covered family member is enrolled in this Plan and Medicare Part A and/or Part B, the Plan will coordinate benefits according to Medicare's determination of which coverage is primary. However, this Plan will not cover services, except those for emergencies, unless you use Plan providers. You must tell your Plan that you or your family member is eligible for Medicare. Generally, that is all you will need to do, unless your Plan tells you that you need to file a Medicare claim.

Group health insurance and automobile insurance

This coordination of benefits (double coverage) provision applies when a person covered by this Plan also has, or is entitled to benefits from, any other group health coverage, or is entitled to the payment of medical and hospital costs under no-fault or other automobile insurance that pays benefits without regard to fault. Information about the other coverage must be disclosed to this Plan.

When there is double coverage for covered benefits, other than emergency services from non-Plan providers, this Plan will continue to provide its benefits in full, but is entitled to receive payment for the services and supplies provided, to the extent that they are covered by the other coverage, no-fault or other automobile insurance or any other primary plan.

One plan normally pays its benefits in full as the primary payer, and the other plan pays a reduced benefit as the secondary payer. When this Plan is the secondary payer, it will pay the lesser of (1) its benefits in full or (2) a reduced amount which, when added to the benefits payable by the other

General Limitations *continued*

coverage, will not exceed reasonable charges. The determination of which health coverage is primary (pays its benefits first) is made according to guidelines provided by the National Association of Insurance Commissioners. When benefits are payable under automobile insurance, including no-fault, the automobile insurer is primary (pays its benefits first) if it is legally obligated to provide benefits for health care expenses without regard to other health benefits coverage the enrollee may have. This provision applies whether or not a claim is filed under the other coverage. When applicable, authorization must be given this Plan to obtain information about benefits or services available from the other coverage, or to recover overpayments from other coverages.

CHAMPUS

If you are covered by both this Plan and the Civilian Health and Medical Program of the Uniformed Services (CHAMPUS), this Plan will pay benefits first. As a member of a prepaid plan, special limitations on your CHAMPUS coverage apply; your primary provider must authorize all care. See your CHAMPUS Health Benefits Advisor if you have questions about CHAMPUS coverage.

Medicaid

If you are covered by both this Plan and Medicaid, this Plan will pay benefits first.

Workers' compensation

The Plan will not pay for services required as the result of occupational disease or injury for which any medical benefits are determined by the Office of Workers Compensation Program (OWCP) to be payable under workers' compensation (under section 8103 of title 5, U.S.C.) or by a similar agency under another Federal or State law. This provision also applies when a third party injury settlement or other similar proceeding provides medical benefits in regard to a claim under workers' compensation or similar laws. If medical benefits provided under such laws are exhausted, this Plan will be financially responsible for services or supplies that are otherwise covered by this Plan. The Plan is entitled to be reimbursed by OWCP (or the similar agency) for services it provided that were later found to be payable by OWCP (or the agency).

DVA facilities, DoD facilities, and Indian Health Services

Facilities of the Department of Veterans Affairs, the Department of Defense, and the Indian Health Service are entitled to seek reimbursement from the Plan for certain services and supplies provided to you or a family member to the extent that reimbursement is required under the Federal statutes governing such facilities.

Other Government agencies

The Plan will not provide benefits for services and supplies paid for directly or indirectly by any other local, State, or Federal Government agency.

Liability insurance and third party actions

If a covered person is sick or injured as a result of the act or omission of another person or party, the Plan requires that it be reimbursed for the benefits provided in an amount not to exceed the amount of the recovery, or that it be subrogated to the person's rights to the extent of the benefits received under this Plan, including the right to bring suit in the person's name. If you need more information about subrogation, the Plan will provide you with its subrogation procedures.

General Exclusions

All benefits are subject to the limitations and exclusions in this brochure. **Although a specific service may be listed as a benefit, it will not be covered for you unless your Plan doctor determines it is medically necessary to prevent, diagnose, or treat your illness or condition.** The following are excluded:

- Care by non-Plan doctors or hospitals except for authorized referrals or emergencies (see Emergency Benefits);
- Expenses incurred while not covered by this Plan;
- Services furnished or billed by a provider or facility barred from the FEHB Program;
- Services not required according to accepted standards of medical, dental, or psychiatric practice;
- Procedures, treatments, drugs, or devices that are experimental or investigational;
- Procedures, services, drugs, and supplies related to sex transformations; and
- Procedures, services, drugs, and supplies related to abortions except when the life of the mother would be endangered if the fetus were carried to term or when the pregnancy is the result of an act of rape or incest.

Medical and Surgical Benefits

What is covered

A comprehensive range of preventive, diagnostic and treatment services is provided by Plan doctors and other Plan providers. This includes all necessary office visits and, within the service area, house calls will be provided if in the judgment of the Plan doctor such care is necessary and appropriate.

High Option — You pay a \$5 copay per visit at your primary doctor office, specialist office, or for laboratory tests and X rays; \$10 copay for a doctor's house call, nothing for home visits by nurses and health aids.

Standard Option — You pay a \$10 copay per visit at your primary care doctor office; \$15 copay per visit for specialist office visit, laboratory tests and X rays, or for a doctor's house call, nothing for home visits by nurses and health aids.

The following services are included and are subject to the office visit copay:

- Preventive care, including well-baby care and periodic checkups.
- Mammograms are covered as follows: for women age 35 through 39, one mammogram during these five years; for women age 40 through 49, one mammogram every one or two years; for women age 50 through 64, one mammogram every year; and for women age 65 and above, one mammogram every two years. In addition to routine screening, mammograms are covered when prescribed by the doctor as medically necessary to diagnose or treat your illness.
- Routine immunizations and boosters.
- Consultations by specialists.
- Diagnostic procedures, including laboratory tests and X rays.
- Complete obstetrical (maternity) care for all covered females, including prenatal, delivery and postnatal care by a Plan doctor (after the first visit, office visit copays are waived for obstetrical care). The mother, at her option, may remain in the hospital up to 48 hours after a regular delivery and 96 hours after a cesarean delivery. Inpatient stays will be extended if medically necessary. If enrollment in the Plan is terminated during pregnancy, benefits will not be provided after coverage under the Plan has ended. Ordinary nursery care of the newborn child during the covered portion of the mother's hospital confinement for maternity will be covered under either a Self Only or Self and Family enrollment; other care of an infant who requires definitive treatment will be covered only if the infant is covered under a Self and Family enrollment.
- Voluntary sterilization and family planning services, including Norplant implantations and IUD insertions.
- Diagnosis and treatment of diseases of the eye.
- Allergy testing and treatment, including testing and treatment materials (such as allergy serum).
- The insertion of internal prosthetic devices, such as pacemakers and artificial joints.
- Cornea, heart, heart-lung, lung (single and double), skin, tissue, kidney, liver and pancreas transplants; allogeneic (donor) bone marrow transplants; autologous bone marrow transplants (autologous stem cell and peripheral stem cell support) for the following conditions: acute lymphocytic or non-lymphocytic leukemia; advanced Hodgkin's lymphoma; advanced non-Hodgkin's lymphoma; advanced neuroblastoma; breast cancer; multiple myeloma; epithelial ovarian cancer; and testicular, mediastinal, retroperitoneal and ovarian germ cell tumors. Related medical and hospital expenses of the donor are covered when the recipient is covered by the Plan.
- Women who undergo mastectomies may, at their option, have this procedure performed on an inpatient basis and remain in the hospital up to 48 hours after the procedure.
- Dialysis.
- Chemotherapy, radiation therapy, and inhalation therapy.
- Surgical treatment of morbid obesity.
- Durable medical equipment, such as wheelchairs and hospital beds, orthopedic devices, such as braces, and prosthetic devices, such as artificial limbs, and lenses following cataract removal are covered. Prosthetic devices which are worn externally and replace all or part of an internal body organ or an external body part are covered. Coverage includes repair and replacement when due to growth or normal wear and tear. Replacement, repairs and maintenance not provided for under a manufacturer's warranty or purchase agreement will be covered.

CARE MUST BE RECEIVED FROM OR ARRANGED BY PLAN DOCTORS.

Medical and Surgical Benefits *continued*

- Home health services of nurses and health aides, including intravenous fluids and medications, when prescribed by your Plan doctor who will periodically review the program for continuing appropriateness and need.
- All necessary medical or surgical care in a hospital or extended care facility from Plan doctors and other Plan providers, at no additional cost to you.

Limited benefits

Oral and maxillofacial surgery is provided for nondental surgical and hospitalization procedures for congenital defects, such as cleft lip and cleft palate, and for medical or surgical procedures occurring within or adjacent to the oral cavity or sinuses including, but not limited to, treatment of fractures and excision of tumors and cysts and removal of bony-impacted wisdom teeth. All other procedures involving the teeth or intra-oral areas surrounding the teeth are not covered, including any dental care involved in treatment of temporomandibular joint (TMJ) pain dysfunction syndrome.

Reconstructive surgery will be provided to correct a condition resulting from a functional defect or from an injury or surgery that has produced a major effect on the member's appearance and if the condition can reasonably be expected to be corrected by such surgery.

Short-term rehabilitative therapy (physical, speech, occupational, and pulmonary) is provided on an outpatient basis for up to two consecutive months per condition if beginning with the first day of treatment, significant improvement can be expected; **you pay** a \$5 copay under **High Option** and a \$15 copay under **Standard Option** per visit. Speech therapy is limited to treatment of certain speech impairments of organic origin. Occupational therapy is limited to services that assist the member to achieve and maintain self-care and improved functioning in other activities of daily living. Inpatient rehabilitation is covered under Hospital/Extended Care Benefits.

Diagnosis and treatment of infertility, including artificial insemination, are covered; **you pay** a \$5 copay under **High Option** and a \$15 copay under **Standard Option** per visit. The following types of artificial insemination are covered: intravaginal insemination (IVI), intracervical insemination (ICI), and intrauterine insemination (IUI). The cost of donor sperm is not covered. Clomiphene Citrate is covered under the Prescription Drug Benefit. Injectable fertility drugs are not covered. Artificial insemination or surgery for infertility must be preauthorized. Member must contact the Infertility Program Case Manager at 1-800/575-5999 before these treatments are rendered. Infertility care is not covered when the female's follicle-stimulating hormone (FHS) level is above 19 mIU/ml.

Cardiac rehabilitation on an outpatient basis following angioplasty, cardiovascular surgery, congestive heart failure, or a myocardial infarction, is covered for up to three visits a week for a total of 18 visits; **you pay** a \$5 copay under **High Option** and a \$15 copay under **Standard Option** per visit.

Chiropractic services are provided for up to 20 visits per calendar year; **you pay** a \$5 copay under **High Option** and a \$15 copay under **Standard Option** per visit.

What is not covered

- Physical examinations that are not necessary for medical reasons, such as those required for obtaining or continuing employment or insurance, attending school or camp, or travel.
- Immunizations and boosters for travel or work-related exposure.
- Reversal of voluntary, surgically induced sterility.
- Treatment for infertility when the cause of the infertility was a previous sterilization.
- Surgery primarily for cosmetic purposes.
- Homemaker services.
- Hearing aids.
- Transplants not listed as covered.
- Long-term rehabilitative therapy.
- Foot orthotics.
- Dental implants.
- Refractive eye surgery, such as radial keratotomy.
- Blood and blood derivatives, except blood derived clotting factors, and the storage of the patient's own blood for later administration.

CARE MUST BE RECEIVED FROM OR ARRANGED BY PLAN DOCTORS.

Hospital/Extended Care Benefits

What is covered

Hospital care

The Plan provides a comprehensive range of benefits with no dollar or day limit when you are hospitalized under the care of a Plan doctor. **You pay nothing. All necessary services are covered,** including:

- Semiprivate room accommodations; when a Plan doctor determines it is medically necessary, the doctor may prescribe private accommodations or private duty nursing care.
- Specialized care units, such as intensive care or cardiac care units.

Extended care

The Plan provides a comprehensive range of benefits with no dollar or day limit when full-time skilled nursing care is necessary and confinement in a skilled nursing facility is medically appropriate as determined by a Plan doctor and approved by the Plan. **You pay nothing. All necessary services are covered,** including;

- Bed, board and general nursing care.
- Drugs, biologicals, supplies, and equipment ordinarily provided or arranged by the skilled nursing facility when prescribed by a Plan doctor.

Hospice care

Supportive and palliative care for a terminally ill member is covered in the home or hospice facility. Services include inpatient and outpatient care, and family counseling; these services are provided under the direction of a Plan doctor who certifies that the patient is in the terminal stages of illness, with a life expectancy of approximately six months or less.

Ambulance service

Benefits are provided for ambulance transportation ordered or authorized by a Plan doctor.

Limited benefits

Inpatient dental procedures

Hospitalization for certain dental procedures is covered when a Plan doctor determines there is a need for hospitalization for reasons totally unrelated to the dental procedure; the Plan will cover the hospitalization, but not the cost of the professional dental services. Conditions for which hospitalization would be covered include hemophilia and heart disease; the need for anesthesia, by itself, is not such a condition.

Acute inpatient detoxification

Hospitalization for medical treatment of substance abuse is limited to emergency care, diagnosis, treatment of medical conditions, and medical management of withdrawal symptoms (acute detoxification) if the Plan doctor determines that outpatient management is not medically appropriate. See page 16 for nonmedical substance abuse benefits.

What is not covered

- Personal comfort items, such as telephone and television.
- Blood and blood derivatives, except blood derived clotting factors, and the storage of the patient's own blood for later administration.
- Custodial care, rest cures, domiciliary or convalescent care.

CARE MUST BE RECEIVED FROM OR ARRANGED BY PLAN DOCTORS.

Emergency Benefits

What is a medical emergency?

A medical emergency is the sudden and unexpected onset of a condition or an injury that you believe endangers your life or could result in serious injury or disability, and requires immediate medical or surgical care. Some problems are emergencies because, if not treated promptly, they might become more serious; examples include deep cuts and broken bones. Others are emergencies because they are potentially life-threatening, such as heart attacks, strokes, poisonings, gunshot wounds, or sudden inability to breathe. There are many other acute conditions that the Plan may determine are medical emergencies — what they all have in common is the need for quick action.

Emergencies within the Service Area

If you are in an emergency situation, please call your primary care doctor. In extreme emergencies or if you are unable to contact your doctor, contact the local emergency system (e.g., the 911 telephone system) or go to the nearest hospital emergency room. Be sure to tell the emergency room personnel that you are a Plan member so they can notify your primary care doctor. You or a family member must notify your primary care doctor as soon as possible after receiving emergency care. It is your responsibility to ensure that your primary care doctor has been timely notified.

If you need to be hospitalized, the Plan must be notified as soon as possible. If you are hospitalized in non-Plan facilities and a Plan doctor believes care can be better provided in a Plan hospital, you will be transferred when medically feasible with any ambulance charges covered in full.

Benefits are available for care from non-Plan providers in a medical emergency only if delay in reaching a Plan provider would result in death, disability or significant jeopardy to your condition.

To be covered by this Plan, any follow-up care recommended by non-Plan providers must be approved by the Plan or provided by Plan providers.

Plan pays . . .

Reasonable charges for emergency services to the extent the services would have been covered if received from Plan providers.

You pay . . .

\$10 under **High Option** and \$15 under **Standard Option** per after hours doctor's visit; \$35 under **High Option** or **Standard Option** per hospital emergency room or outpatient department visit, or per urgent care center visit for emergency services that are covered benefits of this plan. If the emergency results in admission to a hospital, the copay is waived.

Emergencies outside the Service Area

Benefits are available for any medically necessary health service that is immediately required because of injury or unforeseen illness.

If you need to be hospitalized, the Plan must be notified as soon as possible. If a Plan doctor believes care can be better provided in a Plan hospital, you will be transferred when medically feasible with any ambulance charges covered in full.

To be covered by this Plan, any follow-up care recommended by non-Plan providers must be approved by the Plan or provided by Plan providers.

Plan pays . . .

Reasonable charges for emergency services to the extent the services would have been covered if received from Plan providers.

You pay . . .

\$10 under **High Option** and \$15 under **Standard Option** per after hours doctor's visit; \$35 under **High Option** or **Standard Option** per hospital emergency room or outpatient department visit, or per urgent care center visit for emergency services that are covered benefits of this plan. If the emergency results in admission to a hospital, the copay is waived.

What is covered

- Emergency care at a doctor's office or an urgent care center.
- Emergency care as an outpatient or inpatient at a hospital, including doctors' services.
- Ambulance service approved by the Plan.

What is not covered

- Elective care or nonemergency care.
- Emergency care provided outside the service area if the need for care could have been foreseen before leaving the service area.
- Medical and hospital costs resulting from a normal full-term delivery of a baby outside the service area.

Filing claims for non-Plan providers

With your authorization, the Plan will pay emergency benefits directly to the providers of your emergency care upon receipt of their claims. Physician claims should be submitted on the HCFA 1500 claim form. If you are required to pay for the services, submit itemized bills and your receipts to the Plan along with an explanation of the services and the identification information from your ID card. Payment will be sent to you (or the provider if you did not pay the bill), unless the claim is denied. If it is denied, you will receive notice of the decision, including the reasons for the denial and the provisions of the contract on which denial was based. If you disagree with the Plan's decision, you may request reconsideration in accordance with the disputed claims procedure described on page 22.

Mental Conditions/Substance Abuse Benefits

Mental conditions

What is covered

To the extent shown below, this Plan provides the following services necessary to the diagnosis and treatment of acute psychiatric conditions, including the treatment of mental illness or disorders:

- Diagnostic evaluation.
- Psychological testing.
- Psychiatric treatment (including individual and group therapy).
- Hospitalization (including inpatient professional services).

Outpatient care

Up to 40 outpatient visits to Plan doctors, consultants or other psychiatric personnel per calendar year; **you pay** the following for up to 40 visits — all charges thereafter:

High Option

Visits 1 and 2 — Nothing
Visits 3–10 — a \$10 copay per visit
Visits 11–40 — a \$25 copay per visit

Standard Option

Visits 1–40 — a \$25 copay per visit

Inpatient care

Up to 35 days of hospitalization per calendar year; **you pay** nothing for the first 35 days — all charges thereafter. Inpatient days may be exchanged for outpatient treatment at a rate of four outpatient visits or two partial treatment days for each inpatient day when approved by the Plan.

What is not covered

- Care for psychiatric conditions which in the professional judgment of Plan doctors are not subject to significant improvement through relatively short-term treatment.
- Psychiatric evaluation or therapy on court order or as a condition of parole or probation, unless determined by a Plan doctor to be necessary and appropriate.
- Psychological testing when not medically necessary to determine the appropriate treatment of a short-term psychiatric condition.

Substance abuse

What is covered

This Plan provides medical and hospital services such as acute detoxification services for the medical, non-psychiatric aspects of substance abuse, including alcoholism and drug addiction, the same as for any other illness or condition. Services for the psychiatric aspects are provided in conjunction with the mental conditions benefit shown above. Outpatient visits to Plan mental health providers for follow-up care and counseling are covered, as well as inpatient services necessary for diagnosis and treatment. The mental conditions visit/day limitations and copays apply.

What is not covered

- Treatment that is not authorized by a Plan doctor.

CARE MUST BE RECEIVED FROM OR ARRANGED BY PLAN DOCTORS.

Prescription Drug Benefits

What is covered

Prescription drugs prescribed by a Plan or referral doctor and obtained at a Participating Plan Pharmacy will be dispensed for up to a 34-day supply.

High Option — You pay a \$5 copay for generic drugs or for brand name drugs listed on the Plan's formulary and a \$10 copay for nonformulary brand name drugs per prescription unit or refill.

Standard Option — You pay a \$10 copay for generic drugs or for brand name drugs listed on the Plan's formulary and a \$15 copay for nonformulary brand name drugs per prescription unit or refill.

Drugs are prescribed by Plan doctors and dispensed in accordance with the Plan's drug formulary. The Plan's formulary does not exclude medications from coverage, but requires a higher copayment for nonformulary drugs. Nonformulary drugs will be covered when prescribed by a Plan doctor.

Members may obtain up to a 90-day supply of certain maintenance type prescription medication through a participating pharmacy or by mail order. Nonformulary drugs will be covered when prescribed by a Plan doctor and authorized by the Plan. Maintenance drugs are medications that are taken by the general population for extended periods of time such as high blood pressure medications, and do not vary frequently in terms of dosage. Specific maintenance type drugs that are available under this benefit are listed in the Plan's formulary.

High Option — You pay a \$10 copay for generic drugs or for brand name maintenance drugs listed in the Plan's formulary and a \$20 copay for nonformulary brand name maintenance drugs.

Standard Option — You pay a \$20 copay for generic or for brand name maintenance drugs listed in the Plan's formulary and a \$30 copay for nonformulary brand name maintenance drugs.

To obtain up to a 90-day supply under this benefit, you must first receive a 34-day supply of the maintenance medication and have it filled at a participating pharmacy. Then, up to a 90-day supply may be obtained as follows.

From a participating pharmacy:

- Present a doctor authorized prescription for up to a 90-day supply to the pharmacist for filling. Subsequent refills for up to a 90-day supply will be filled provided the strength and dosage remain the same.

By mail order:

- Call 1-800/537-9384 to obtain the necessary forms.
- Mail the prescription for up to a 90-day supply, along with the appropriate copay, to the Mail Order Pharmacy. Subsequent refills for up to a 90-day supply may be obtained the same way provided the strength and dosage remain the same.

You have up to 45 days after finishing your previous supply (according to your doctor's prescribed directions) to request a maintenance drug refill. Otherwise, the next refill will be considered an initial prescription and covered up to a maximum 34-day supply.

Covered medications and accessories of the pharmacy benefit include:

- Drugs for which a prescription is required by law.
- Oral contraceptive drugs (you may be able to receive up to a 90-day supply through the maintenance drug program).
- Insulin.
- Disposable needles and syringes needed to inject covered prescribed medication, including insulin.
- Diabetic supplies limited to lancets, alcohol swabs, urine test strips/tablets, and blood glucose test strips.
- Clomiphene Citrate.
- Nutritional formulas for the treatment of phenylketonuria, branched-chain ketonuria, galactosemia, and homocystinuria when administered under the direction of a Plan doctor.

Intravenous fluids and medications for home use, implantable drugs, such as Norplant, IUDs and some injectable drugs are covered under Medical and Surgical Benefits.

CARE MUST BE RECEIVED FROM OR ARRANGED BY PLAN DOCTORS.

Prescription Drug Benefits *continued*

Limited benefits

- Drugs to treat sexual dysfunction are limited. Contact the Plan for dose limits. **You pay** a \$15 copay up to the dosage limits and all charges above that.
- Depo Provera, limited to five vials per calendar year. **You pay** a \$10 copay under **High Option** and \$20 copay under **Standard Option**.

Additional benefits

- One diaphragm per calendar year. **You pay** a \$5 copay under **High Option** and \$10 copay under **Standard Option**.
- Drugs obtained at a nonparticipating pharmacy for an out-of-area emergency (must be beyond a 50-mile radius of a participating pharmacy) are reimbursed at 100% of the cost of the prescription, less the applicable copay. Reimbursements are subject to professional review.

What is not covered

- Drugs available without a prescription or for which there is a nonprescription equivalent available.
- Drugs obtained at a non-Plan pharmacy.
- Vitamins and nutritional substances that can be purchased without a prescription.
- Medical supplies such as dressings and antiseptics.
- Drugs for cosmetic purposes.
- Drugs to enhance athletic performance.
- Smoking-cessation drugs and medication, including, but not limited to, nicotine patches and sprays.
- Fertility drugs except Clomiphene Citrate.
- Drugs used for the purpose of weight reduction (i.e., appetite suppressants).

CARE MUST BE RECEIVED FROM OR ARRANGED BY PLAN DOCTORS.

Other Benefits

Dental care

What is covered

High Option and Standard Option — The following dental services are covered when provided by your Plan primary care dentist. If you should require additional dental services, your primary care dentist will provide these services at reduced fees. A partial list appears below. Please consult your participating dentist for a complete schedule of current reduced member fees. All member fees must be paid directly to the participating dentist. **You pay** a \$5 copay per visit for the following procedures:

DIAGNOSTIC

Oral evaluations
All X rays
Diagnostic models

PREVENTIVE

Prophylaxis (cleaning of teeth) every 6 months
Topical fluoride — every 6 months (child under age 18)
Oral hygiene instruction

RESTORATIVE (Fillings)

Amalgam (primary) 1 surface
Amalgam (primary) 2 surfaces
Amalgam (primary) 3 surfaces

RESTORATIVE (Fillings) *continued*

Amalgam (primary) 4 surfaces
Amalgam (permanent) 1 surface
Amalgam (permanent) 2 surfaces
Amalgam (permanent) 3 surfaces
Amalgam (permanent) 4 surfaces

PROSTHODONTICS REMOVABLE

Denture adjustments (complete or partial/
upper or lower)

ENDODONTICS (Root Canal)

Pulp cap — direct
Pulp cap — indirect

The following procedures are available from your Plan primary care dentist. These same services received from a Plan specialist may require you to pay a fee that is higher than the stated maximum. Call your Plan primary care dentist or Plan dental specialist for the specific fee in your area.

	You pay up to a maximum		You pay up to a maximum
DIAGNOSTIC		PROSTHODONTICS FIXED (continued)	
Sealant — per permanent tooth	\$32	Cast metal retainer for resin bonded prosthesis	\$237
Space maintainer	\$418	Crown porcelain	\$645
RESTORATIVE (Fillings)		Crown cast	\$652
Resin (anterior) 1 surface	\$79	Recement bridge	\$62
Resin (anterior) 2 surfaces	\$105	Post and core	\$235
Resin (anterior) 3 surfaces	\$131	ORAL SURGERY	
Resin (anterior) 4 or more surfaces or incisal angle	\$139	Extractions (nonsurgical and tissue impacted)	\$357
Metallic inlay	\$545	Anesthesia (general in office, first half-hour session)	\$202
PROSTHODONTICS REMOVABLE		PERIODONTICS (Gum Treatment)	
Complete denture (upper or lower)	\$770	Gingivectomy per quadrant	\$236
Immediate denture (upper or lower)	\$834	Gingival curettage per quadrant	\$114
Partial denture resin base (upper or lower)	\$593	Periodontal surgery	\$570
Partial denture cast metal framework with resin base (upper or lower)	\$901	Provisional splinting	\$118
Denture repairs	\$113	Scaling and root planing per quadrant	\$114
Add tooth to existing partial	\$100	Periodontal maintenance procedure	\$80
Add clasp to existing partial	\$113	ENDODONTICS (Root Canal)	
Denture rebase	\$285	Therapeutic pulpotomy	\$93
Denture relines	\$245	Root canals (anterior, bicuspid, molar) excluding final restoration	\$573
Interim denture (complete or partial/ upper or lower)	\$349	Apicoectomy — anterior	\$382
Tissue conditioning	\$81	ORTHODONTICS (Braces)	
PROSTHODONTICS FIXED		Pre-orthodontic treatment visit	\$263
Bridge pontic	\$645	Fully banded case (adult age 19 and over)	\$4,395
Metallic inlay/onlay	\$612	Fully banded case (child age 18 and under)	\$4,395

What is not covered

Services not received from a participating dental provider.

CARE MUST BE RECEIVED FROM OR ARRANGED BY PLAN DOCTORS.

Other Benefits *continued*

Vision Care

What is covered

In addition to the medical and surgical benefits provided for diagnosis and treatment of diseases of the eye, the Plan provides the following vision care benefits when received from Plan providers.

- Routine eye refraction based on the schedule below, including a written lens prescription. **You pay** a \$5 copay under **High Option** and a \$15 copay under **Standard Option**.
- If member wears eyeglasses or contact lenses, an eye refraction may be obtained as follows:
 - Member age 1 through 18 — once every 12-month period.
 - Member age 19 and over — once every 24-month period.
- If member does not wear eyeglasses or contact lenses, an eye refraction may be obtained as follows:
 - Member to age 45 — once every 36-month period.
 - Member age 45 and over — once every 24-month period.
- Up to \$70 reimbursement per 24-month period for corrective eyeglasses and frames or contact lenses (hard or soft lenses).

What is not covered

- Eye exercises.
- Fitting of contact lenses.

CARE MUST BE RECEIVED FROM OR ARRANGED BY PLAN DOCTORS.

Non-FEHB Benefits Available to Plan Members

The benefits described on this page are neither offered nor guaranteed under the contract with the FEHB Program, but are made available to all enrollees and family members of this Plan. The cost of the benefits described on this page is not included in the FEHB premium and any charges for these services do not count toward any FEHB deductibles, or out-of-pocket maximums. These benefits are not subject to the FEHB disputed claims procedure.

Member Health Management

Our wellness and preventive programs provide you with access to materials and services to promote, in conjunction with advice from your physician, a healthy lifestyle and good health.

The new **Healthy Eating™ Program** is an easy-to-follow approach to better health through good nutrition. It's designed to provide members and their families with information to develop a long-term healthful eating plan that is also realistic. Members will also understand how to lower the amount of fat in their diets and become more physically active.

Our **Healthy Breathing® Smoking-Cessation Program** will help you safely quit smoking with educational materials, phone support and discounts on over-the-counter smoking-cessation products. The member may also enroll in an eight- to twelve-week smoking-cessation program.

Women's Health for Life Programs

Our proactive programs encourage women to receive yearly primary and preventive gynecologic care with emphasis on cervical and breast cancer screening.

The **L'il Appleseed® Program** provides risk screening and assistance for all pregnant members. We also offer special benefits such as educational literature about pregnancy and childbirth, \$40 reimbursement for attending prenatal classes, nurse visits, and discounts on baby care products.

Our **Infertility Program** provides extensive help and services to enhance the chances of pregnancy for couples having difficulty conceiving.

Vision Care

You are eligible to receive substantial discounts on eyeglasses, contact lenses and nonprescription items such as sunglasses and contact lens solutions through the **Vision One® Program** (1-800-793-8616) at more than 6,000 locations across the country.

This discount enriches our routine vision care coverage, which includes an eye exam from a participating provider. Additionally, it may include coverage for a portion of the cost of prescription eyeglasses or contact lenses.

National Medical Excellence Program®

Our **National Medical Excellence Program** coordinates services for complicated or rare illnesses and transplants. The National Medical Excellence Program is unique to Aetna U.S. Healthcare and has been created for members with particularly difficult conditions such as rare cancers and other complicated diseases and disorders.

Usually, the recommended treatment can be found in your area. But if your needs extend beyond your region, the National Medical Excellence Program may be available to send you to out-of-area experts.

The first priority is to determine an appropriate treatment program. If your treatment program cannot be provided in the local area, Aetna U.S. Healthcare will arrange and pay for your care as well as related travel expenses to wherever the necessary care is available.

Medicare Prepaid Plan Enrollment

This Plan offers Medicare recipients the opportunity to enroll in the Plan through Medicare. As indicated on page 4, annuitants and former spouses with FEHB coverage and Medicare Part B may elect to drop their FEHB coverage and enroll in a Medicare prepaid plan when one is available in their area. They may then later reenroll in the FEHB Program. Most Federal annuitants have Medicare Part A. Those without Medicare Part A may join this Medicare prepaid plan but will probably have to pay for hospital coverage in addition to the Part B premium. Before you join the plan, ask whether the plan covers hospital benefits and, if so, what you will have to pay. Contact your retirement system for information on dropping your FEHB enrollment and changing to a Medicare prepaid plan. Contact us at 1-800/832-2640 for information on the Medicare prepaid plan and the cost of that enrollment.

If you are Medicare eligible and are interested in enrolling in a Medicare HMO sponsored by this Plan without dropping your enrollment in this Plan's FEHB plan, call 1-800/832-2640 for information on the benefits available under the Medicare HMO.

Benefits on this page are not part of the FEHB contract.

How to Obtain Benefits

Questions

If you have a question concerning Plan benefits or how to arrange for care, contact the Plan's Membership Services Office at 1-800/537-9384 or 1-800/628-3323 (Hearing Impaired-TDD), or you may write to the Plan at 1425 Union Meeting Road, P.O. Box 3013, Blue Bell, PA 19422. You may also contact the Plan by fax at 1-215/775-5870 or at its website at <http://www.aetnaushc.com/feds>.

Disputed claims review

Plan reconsideration

If a claim for payment or services is denied by the Plan, you must ask the Plan, in writing and within six months of the date of the denial, to reconsider its denial before you request a review by OPM. (This time limit may be extended if you show you were prevented by circumstances beyond your control from making your request within the time limit.) OPM will not review your request unless you demonstrate that you gave the Plan an opportunity to reconsider your claim. Your written request to the Plan must state why, based on specific benefit provisions in this brochure, you believe the denied claim for payment or service should have been paid or provided.

Within 30 days after receipt of your request for reconsideration, the Plan must affirm the denial in writing to you, pay the claim, provide the service, or request additional information reasonably necessary to make a determination. If the Plan asks a provider for information it will send you a copy of this request at the same time. The Plan has 30 days after receiving the information to give its decision. If this information is not supplied within 60 days, the Plan will base its decision on the information it has on hand.

OPM review

If the Plan affirms its denial, you have the right to request a review by OPM to determine whether the Plan's actions are in accordance with the terms of its contract. You must request the review within 90 days after the date of the Plan's letter affirming its initial denial.

You may also ask OPM for a review if the Plan fails to respond within 30 days of your written request for reconsideration or 30 days after you have supplied additional information to the Plan. In this case, OPM must receive a request for review within 120 days of your request to the Plan for reconsideration or of the date you were notified that the Plan needed additional information, either from you or from your doctor or hospital.

This right is available only to you or the executor of a deceased claimant's estate. Providers, legal counsel, and other interested parties may act as your representative only with your specific written consent to pursue payment of the disputed claim. OPM must receive a copy of your written consent with their request for review.

Your written request for an OPM review must state why, based on specific benefit provisions in this brochure, you believe the denied claim for payment or service should have been paid or provided. If the Plan has reconsidered and denied more than one unrelated claim, clearly identify the documents for each claim.

Your request must include the following information or it will be returned by OPM:

- A copy of your letter to the Plan requesting reconsideration;
- A copy of the Plan's reconsideration decision (if the Plan failed to respond, provide instead (a) the date of your request to the Plan, or (b) the dates the Plan requested and you provided additional information to the Plan);
- Copies of documents that support your claim (such as doctors' letters, operative reports, bills, medical records, and explanation of benefit [EOB] forms); and
- Your daytime phone number.

Medical documentation received from you or the Plan during the review process becomes a permanent part of the disputed claim file, subject to the provisions of the Freedom of Information Act and the Privacy Act.

Send your request for review to:

Office of Personnel Management
Office of Insurance Programs
Contracts Division IV
P.O. Box 436
Washington, D.C. 20044

How to Obtain Benefits *continued*

You (or a person acting on your behalf) may not bring a lawsuit to recover benefits on a claim for treatment, services, supplies or drugs covered by this Plan until you have exhausted the OPM review procedure, established at section 890.105, title 5, Code of Federal Regulations (CFR). If OPM upholds the Plan's decision on your claim, and you decide to bring a lawsuit based on the denial, the lawsuit must be brought no later than December 31 of the third year after the year in which the services or supplies upon which the claim is predicated were provided. Pursuant to section 890.107, title 5, CFR, such a lawsuit must be brought against the Office of Personnel Management in Federal court.

Federal law exclusively governs all claims for relief in a lawsuit that relates to this Plan's benefits or coverage or payments with respect to those benefits. Judicial action on such claims is limited to the record that was before OPM when it rendered its decision affirming the Plan's denial of the benefit. The recovery in such a suit is limited to the amount of benefits in dispute.

Privacy Act statement — If you ask OPM to review a denial of a claim for payment or service, OPM is authorized by chapter 89 of title 5, U.S.C., to use the information collected from you and the Plan to determine if the Plan has acted properly in denying you the payment or service, and the information so collected may be disclosed to you and/or the Plan in support of OPM's decision on the disputed claim.

How Aetna U.S. Healthcare Changes January 1999

Do not rely on this page; it is not an official statement of benefits.

Program-wide changes

Several changes have been made to comply with the President's mandate to implement the recommendations of the Patient Bill of Rights.

- If you have a chronic, complex, or serious medical condition that causes you to frequently see a Plan specialist, your primary care doctor will develop a treatment plan with you and your health Plan that allows an adequate number of direct access visits with that specialist, without the need to obtain further referrals (see page 8 for details).
- A medical emergency is defined as the sudden and unexpected onset of a condition or an injury that you believe endangers your life or could result in serious injury or disability, and requires immediate medical or surgical care (see page 15).
- The medical management of mental conditions will be covered under this Plan's Medical and Surgical Benefits provisions. Related drug costs will be covered under this Plan's Prescription Drug Benefits, and any costs for psychological testing or psychotherapy will be covered under this Plan's Mental Conditions Benefits. Office visits for the medical aspects of treatment do not count toward the 40 outpatient Mental Conditions visit limit.

Changes to this Plan

- Infertility services have decreased. In Vitro Fertilization (IVF), Zygote Intra-Fallopian Transfer (ZIFT) and Gamete Intra-Fallopian Transfer (GIFT) procedures are excluded.
- The Standard Option copay for vision care is \$15.
- The office visit copay for dental care is \$5.
- The copays for various dental procedures have changed. See page 19.

Notes

Notes

Notes

Summary of Benefits for Aetna U.S. Healthcare—1999

Do not rely on this chart alone. All benefits are provided in full unless otherwise indicated, subject to the limitations and exclusions set forth in the brochure. This chart merely summarizes certain important expenses covered by the Plan. If you wish to enroll or change your enrollment in this Plan, be sure to indicate the correct enrollment code on your enrollment form (codes appear on the cover of this brochure). **ALL SERVICES COVERED UNDER THIS PLAN, WITH THE EXCEPTION OF EMERGENCY CARE AND SERVICES AVAILABLE AS POS BENEFITS FOR STANDARD OPTION ONLY, ARE COVERED ONLY WHEN PROVIDED OR ARRANGED BY PLAN DOCTORS.**

Benefits	High option pays/provides	Page	Standard option pays/provides	Page
Inpatient care	Comprehensive range of medical and surgical services without dollar or day limit. Includes in-hospital doctor care, room and board, general nursing care, private room and private nursing care if medically necessary, diagnostic tests, drugs and medical supplies, use of operating room, intensive care and complete maternity care. You pay nothing	14	Comprehensive range of medical and surgical services without dollar or day limit. Includes in-hospital doctor care, room and board, general nursing care, private room and private nursing care if medically necessary, diagnostic tests, drugs and medical supplies, use of operating room, intensive care and complete maternity care. You pay nothing	14
Extended care	All necessary services, no dollar or day limit. You pay nothing	14	All necessary services, no dollar or day limit. You pay nothing	14
Mental conditions	Diagnosis and treatment of acute psychiatric conditions for up to 35 days of inpatient care per calendar year. You pay nothing	16	Diagnosis and treatment of acute psychiatric conditions for up to 35 days of inpatient care per calendar year. You pay nothing	16
Substance abuse	Covered under Mental Conditions benefit	16	Covered under Mental Conditions benefit	16
Outpatient care	Comprehensive range of services such as diagnosis and treatment of illness or injury, including specialist care; preventive care, including well-baby care, periodic check-ups and routine immunizations; laboratory tests and X rays; complete maternity care. You pay a \$5 copay per visit (after the first visit, office visit copays are waived for the maternity care); \$10 copay per house call by a doctor	12	Comprehensive range of services such as diagnosis and treatment of illness or injury, including specialist care; preventive care, including well-baby care, periodic check-ups and routine immunizations; laboratory tests and X rays; complete maternity care. You pay a \$10 copay for primary care or a \$15 copay for specialist care per visit (after the first visit, office visit copays are waived for the maternity care); \$15 copay per house call by a doctor	12
Home health care	All necessary visits by nurses and health aides. You pay nothing per visit	12	All necessary visits by nurses and health aides. You pay nothing per visit	12
Mental conditions	Up to 40 outpatient visits per calendar year. You pay the following: Visits 1 and 2 — covered in full Visits 3–10 — a \$10 copay per visit Visits 11–40 — a \$25 copay per visit	16	Up to 40 outpatient visits per calendar year. You pay a \$25 copay per visit	16
Substance abuse	Covered under Mental Conditions benefit	16	Covered under Mental Conditions benefit	16
Emergency care	Reasonable charges for services required because of a medical emergency. You pay a \$10 copay after hours at primary doctor's office; a \$35 copay to the hospital for each emergency room visit and any charges for services not covered by this Plan.	15	Reasonable charges for services required because of a medical emergency. You pay a \$15 copay after hours at primary doctor's office; a \$35 copay to the hospital for each emergency room visit and any charges for services not covered by this Plan	15
Prescription drugs	Drugs prescribed by a Plan doctor and obtained at a Plan pharmacy. You pay a \$5 copay for generic drugs or formulary brand name drugs and a \$10 copay for nonformulary brand name drugs per prescription unit or refill. Maintenance type drugs are available for up to a 90-day supply; you pay a \$10 copay for generic drugs or formulary brand name drugs and a \$20 copay for nonformulary drugs	17	Drugs prescribed by a Plan doctor and obtained at a Plan pharmacy. You pay a \$10 copay for generic drugs or formulary brand name drugs and a \$15 copay for nonformulary brand name drugs per prescription unit or refill. Maintenance type drugs are available for up to a 90-day supply; you pay a \$20 copay for generic drugs or formulary brand name drugs and a \$30 copay for nonformulary drugs	17
Dental care	Preventive dental care, comprehensive range of restorative, orthodontic and other services. You pay variable copays	19	Preventive dental care, comprehensive range of restorative, orthodontic and other services. You pay variable copays	19
Vision care	Routine refraction and up to \$70 for eyeglasses or contact lenses per 24-month period. You pay a \$5 copay per visit	20	Routine refraction and up to \$70 for eyeglasses or contact lenses per 24-month period. You pay a \$15 copay per visit	20
Out-of-pocket maximum	Copayments are required for a few benefits. However, after your out-of-pocket expenses reach a maximum of 100% of annual premium per Self Only enrollment or 100% of annual premium for Self and Family enrollment per calendar year, covered benefits will be provided at 100%. This copay maximum does not include prescription drugs	8	Copayments are required for a few benefits. However, after your out-of-pocket expenses reach a maximum of \$1,500 per Self Only enrollment and \$3,000 per Self and Family enrollment per calendar year, covered benefits will be provided at 100%. This copay maximum does not include prescription drugs	8

1999 Rate Information for Aetna U.S. Healthcare

Non-Postal rates apply to most non-Postal enrollees. If you are in a special enrollment category, refer to the FEHB Guide for that category or contact the agency that maintains your health benefits enrollment.

Postal rates apply to most career U.S. Postal Service employees, but do not apply to noncareer Postal employees, Postal retirees, certain special Postal employment categories or associate members of any Postal employee organization. If you are in a special Postal employment category, refer to the FEHB Guide for that category.

Type of Enrollment	Code	Non-Postal Premium				Postal Premium	
		Biweekly		Monthly		Biweekly	
		Gov't Share	Your Share	Gov't Share	Your Share	USPS Share	Your Share

All of New Jersey

High Option Self Only	P31	\$72.06	\$60.11	\$156.13	\$130.24	\$84.98	\$47.19
High Option Self and Family	P32	\$160.39	\$168.06	\$347.51	\$364.13	\$183.29	\$145.16

All of New Jersey

Standard Option Self Only	P34	\$65.40	\$21.80	\$141.70	\$47.23	\$77.39	\$9.81
Standard Option Self and Family	P35	\$160.39	\$67.81	\$347.51	\$146.92	\$183.29	\$44.91

Southeastern Pennsylvania

High Option Self Only	SU1	\$72.06	\$31.36	\$156.13	\$67.95	\$84.98	\$18.44
High Option Self and Family	SU2	\$160.39	\$114.21	\$347.51	\$247.46	\$183.29	\$91.31

Southeastern Pennsylvania

Standard Option Self Only	SU4	\$64.55	\$21.51	\$139.85	\$46.61	\$76.38	\$9.68
Standard Option Self and Family	SU5	\$160.39	\$65.93	\$347.51	\$142.85	\$183.29	\$43.03

Southwestern and Central Pennsylvania

High Option Self Only	KL1	\$64.50	\$21.50	\$139.75	\$46.58	\$76.33	\$9.67
High Option Self and Family	KL2	\$160.39	\$68.85	\$347.51	\$149.18	\$183.29	\$45.95

Southwestern and Central Pennsylvania

Standard Option Self Only	KL4	\$59.15	\$19.72	\$128.17	\$42.72	\$70.00	\$8.87
Standard Option Self and Family	KL5	\$157.90	\$52.63	\$342.11	\$114.04	\$183.29	\$27.24