

# The NALC Health Benefit Plan



Vol. 19-2



## HBR Report



April 2019

Fredric V. Rolando, President ■ Stephanie M. Stewart, Director  
20547 Waverly Court Ashburn, VA 20149 - 703.729.4677



### Board of Trustees



*Michael J. Gill*



*Lawrence D. Brown, Jr., Chairman*



*Mack I. Julion*

## Director's Report



## Seminar Information

Here at the Plan we are excited to tell you about another great seminar, for which planning is underway. Our staff is working hard to make sure your experience will be packed with information that will help you when you return to your branch.

Keeping that in mind, I would like to go over a few changes that will be taking place and give some background on why the adjustments.

First, we will be increasing the registration fee for all attendees. Upon considering the cost of this event, an increase was necessary to offset the expense. If you are a registered Health Benefit Representative (HBR) you will receive a discounted registration fee of \$150.00. For all other Branch Representatives, the registration fee is \$200.00.

So how do you know if you are a registered HBR with the Plan? Contact the Plan and we will check our records. If the records have not been updated, a form will be provided for you to fill out. Once you submit the form to us with accurate information, our system will be updated.

On Sunday our opening reception will be held in the Havana room. Light appetizers will be passed around, and two drink tickets will be provided to each registered attendee. Guests are welcome.

The meals provided throughout the week will also be slightly different. On Monday morning a buffet breakfast will be provided, on Tuesday a plated breakfast, and on Wednesday, the travel day, a continental.

Our awards presentation will be during the Tuesday breakfast, so make sure you are on time and present. If you have a guest that would like to attend, you can purchase a breakfast ticket for your table, or special seating will be provided at the back of the room for viewing only.

A box lunch will be furnished to each guest on Monday, so you have the option of remaining in the lunch area or taking it to go to catch up on other union business or just to enjoy some quiet time alone. Please select the sandwich of choice, listed on the Registration Form.

Our closing reception will be on Tuesday evening, so bring your dancing shoes and look forward to a great evening full of fun, food, and drinks. As always, guests can purchase tickets to attend the reception.

Questions?? - Please call 703-729-8103.

### NALC Health Benefit Plan Seminar 2019 - Room Reservations

The 34<sup>th</sup> National Health Benefit Seminar will be held at the **Tropicana** in Las Vegas, NV. The dates for the seminar are October 20, 2019 through October 23, 2019. The NALC Health Benefit Plan room rate at the Tropicana is \$129 plus tax, per room, per night for the Club Deluxe room. Reservations for the Tropicana can be made by calling 800-634-4000 and mention the NALC Health Benefit Plan Seminar 2019.

Please be aware that the rate guarantee cutoff for room reservations is **September 24, 2019**.



**NALC Health Benefit Plan**  
**34<sup>th</sup> National Health Benefit Seminar**  
**October 20-23, 2019**  
**Las Vegas Tropicana**

**REGISTRATION FEE: \$150.00 for a Registered HBR with the Health Plan  
& \$200.00 for Other Branch Representatives**  
**Please complete a SEPARATE form for each Registrant**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Branch #: \_\_\_\_\_ Branch City: \_\_\_\_\_

Branch Address: \_\_\_\_\_

Number of Years HBR: \_\_\_\_\_ Number of Seminars Attended: \_\_\_\_\_

*(Please do not leave the above information blank. Please give an estimate but please do not write ALL.)*

**Mailing Address for Confirming Your Registration:**

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

**Guest Tickets**

*Guest tickets must be purchased & payment included with this form (please indicate the # of tickets needed below):*

\_\_\_\_\_ Award Breakfast \$40 (Tues.)    \_\_\_\_\_ Reception \$125 (Tues.)

**Registration Fee Includes:**

- All Seminar Materials
- Health Fair (During Registration)
- Sunday Meet & Greet w/ drink tickets
- Breakfast (Mon, Tues, Wed)
- Lunch on Monday
- Closing Reception on Tuesday

**Lunch Choice** (Choose 1):    \_\_\_\_\_ Turkey    \_\_\_\_\_ Italian    \_\_\_\_\_ Vegetarian

**Dietary Restrictions** (Please check one):

\_\_\_\_\_ Gluten    \_\_\_\_\_ Vegetarian    *(Please call for Other Dietary Restrictions, we will make accomodations if we are able.)*

Please make the Registration Fee payable to the NALC Health Benefit Plan. The Registration Fee must accompany this form. *(We are sorry but the NALC HBP cannot accept Credit Card payments.)*

Mail registration form with your check to: **NALC Health Benefit Plan**  
**ATTN: 2019 Seminar**  
**20547 Waverly Court**  
**Ashburn, Virginia 20149**

**For NALC Health Benefit Plan Use ONLY:**

**Branch Chk OR Personal Chk**

**Check #:** \_\_\_\_\_

**Check amount:** \_\_\_\_\_

Please be aware that there will be **no refund** of your registration fee if you cancel within 30 days of the Seminar. We must receive your request by September 20, 2019.



## 34th National Health Benefit Plan Seminar Las Vegas Tropicana October 20-23, 2019

### **DRAFT SCHEDULE**

*(Subject to change)*

#### **Sunday, October 20<sup>th</sup>**

Registration	Noon – 6:00 pm <i>Registration Desk</i>
Office/Claims Inquiries	Noon – 4:30 pm <i>Partgas 3</i>
Health Fair	Noon – 4:30 pm <i>Cohiba 5</i>
Meet & Greet	4:30 – 6:00 pm <i>Havana</i>

#### **Monday, October 21<sup>st</sup>**

Registration	8:00 – 9:00 am <i>Registration Desk</i>
Breakfast	8:00 – 9:00 am <i>Cohiba 1-4</i>
Claims Inquiries/ Vendors	7:30 – 8:45 am 12:00 – 1:00 pm 4:30 – 5:15 pm <i>Partgas 2 &amp; 3</i>
General Session	9:00 – 11:00 am <i>Cohiba 6-9</i>
Morning Break	11:00 – 11:15 am <i>Cohiba 1-4</i>
General Session/ Training Classes	11:15 am – Noon <i>Cohiba 6-9</i>
Luncheon	Noon – 1:00 pm <i>Cohiba 1-4</i>
Training Classes	1:00 – 5:00 pm <i>(See Badge Color for Classroom)</i>
Afternoon Break	2:30 – 2:45 pm <i>Cohiba 1-4</i>

#### **Tuesday, October 22<sup>nd</sup>**

Breakfast <sup>1</sup>	8:00 – 9:00 am <i>Cohiba 1-4</i>
Claims Inquiries/ Vendors	7:30 – 8:45 am 12:00 – 1:00 pm 4:30 – 5:00 pm <i>Partgas 2 &amp; 3</i>
Training Classes	9:00 am – Noon <i>(See Badge Color for Classroom)</i>
Morning Break	10:30 – 10:45 am <i>Cohiba 1-4</i>
Lunch Break	Noon – 1:00 pm <i>(On your own)</i>
Training Classes	1:00 – 4:00 pm <i>(See Badge Color for Classroom)</i>
Afternoon Break	2:30 – 2:45 pm <i>Cohiba 1-4</i>
Special MBA Training	4:00-5:30 pm <i>Cohiba 6-9</i>
CLOSING RECEPTION	7:00 – 10:30 pm <i>Havana</i>

#### **Wednesday, October 23<sup>rd</sup>**

Breakfast	8:00 – 9:00 am <i>Cohiba 1-4</i>
Claims Inquiries	8:00 – 10:45 am <i>Partgas 3</i>
Training Classes <sup>2</sup>	9:00 am – Noon <i>(See Badge Color for Classroom)</i>
Morning Break	10:30 – 10:45 am <i>Cohiba 1-4</i>

1 - Awards will be presented during the Tuesday Morning Breakfast with pictures afterwards. If you have a guest that would like to see you receive an award and they did not purchase a Breakfast ticket they are invited to sit in the back of the room. We will still provide Breakfast for Seminar registrants.

2 - We will have speakers in our Training Classes throughout the week and will have Training on Wednesday morning. Please plan your travel accordingly.

## Branch Reimbursement

### NALC HEALTH BENEFIT PLAN Branch Reimbursement Instructions

By approval of the Board of Trustees, the Plan will accept requests for branch reimbursement *BEARING A POSTMARK NO LATER THAN APRIL 30, 2019*. Each request must be accompanied by a branch reimbursement certificate and a roster of branch members enrolled on December 31, 2018. **Copies of branch rosters must be ordered by completing the Branch Printout Request, or by calling the Health Benefit Plan 888-636-NALC (6252), ask to speak to someone in the Executive Office.**

Reimbursement will be either the amount of the expenses attested to on the certificate, or the amount computed at seventy-five (75) cents per eligible member, whichever total is lower. **All requests must include (a) the specific amount of expenses incurred; and (b) the number of members for whom reimbursement is requested.**

Reimbursement will be made only for the employees and annuitants enrolled on December 31, 2018, under Chapter 89, Title 5, United States Code-Health Insurance, effective July 9, 1960.

The request should NOT include:

- Enrollees terminated from the Plan prior to December 31, 2018
- Any type of converted member or dependent nongroup plan, or
- Policyholders under our old program (those who retired before July 1, 1960).

**Reimbursement will be made payable only to the Branch Secretary of record, and only if the certificate for reimbursement is signed by either the Branch President or Branch Secretary. The signature of the Branch Health Benefit Representative or Treasurer will NOT be acceptable.**

Please send to:

**NALC Health Benefit Plan  
Attn: Executive Office  
20547 Waverly Court  
Ashburn, VA 20149  
703-729-4677  
888-636-NALC (6252)**

## Branch Reimbursement

Below is the Branch Printout Request. Please follow the instructions carefully. In order to receive your reimbursement, you must complete the Branch Printout Request or call the Plan at 888-636-NALC (6252) and ask for the Executive Office to obtain a copy of your Branch membership list. **The deadline is April 30, 2019.**

NOTE: Please remember to complete the Branch Printout Request below to receive a copy of your branch roster that needs to be included when submitting your Branch Reimbursement Certificate.

**NALC Health Benefit Plan  
Branch Printout Request**

Branch # \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I request a Branch printout for the Branch Reimbursement Certificate (January 2019).

Fredric V. Rolando, President

Stephanie M. Stewart, Director

Board of Trustees  
Michael J. Gill Lawrence D. Brown, Jr., Chairman Mack I. Julion

**Branch Reimbursement  
CERTIFICATE**

REIMBURSEMENT WILL NOT BE CONSIDERED UNLESS THIS CERTIFICATE IS COMPLETED IN FULL.  
EVERY BLANK MUST BE FILLED IN. PLEASE PRINT.

**DEADLINE: April 30, 2019**

Branch Number \_\_\_\_\_ Branch Secretary \_\_\_\_\_

Branch Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Branch Phone # \_\_\_\_\_ Branch E-mail \_\_\_\_\_

I certify that for the calendar year 2018, the above-referenced Branch incurred expenses for and on behalf of the NALC Health Benefit Plan. I further certify that expenses were incurred for the following reasons: (a) contacting hospital authorities and physicians to familiarize them with our Plan and to distribute claim forms and similar material relating to the Plan; and (b) assisting enrollees in filing claims properly, and distributing necessary forms to them for submission to the Plan.

I further certify that the number of members shown below includes only employees and annuitants enrolled under the Plans on December 31, 2018, and does not include any enrollment terminated before December 31, 2018, any type of converted members, or any annuitant who retired prior to July 1, 1960.

As reimbursement, the Branch is willing to accept (1) seventy-five cents (\$0.75) for each member enrolled in the NALC Health Benefit Plan High Option , CDHP Option or Value Option on December 31, 2018, OR (2) the amount of expenses incurred, whichever amount is less.

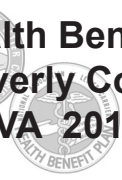
PLEASE OBTAIN YOUR BRANCH ROSTER BY CONTACTING THE PLAN AT 888-636-NALC (6252) (ASK TO SPEAK TO SOMEONE IN THE EXECUTIVE OFFICE) FOR YOUR BRANCH MEMBERSHIP ENROLLED UNDER THE PLANS ON DECEMBER 31, 2018.

1. Number of members \_\_\_\_\_ @ \$0.75 =\$ \_\_\_\_\_

2. Amount of expenses incurred for the calendar year 2018 = \$ \_\_\_\_\_

\_\_\_\_\_  
Date Submitted Name Title (must be Branch President or Secretary)

**NALC Health Benefit Plan, 20547 Waverly Court, Ashburn, VA 20149**



## **Seminar News - Special MBA Presentation**

You may have noticed on the schedule for the 2019 Seminar in Las Vegas, a Special MBA Training on Tuesday afternoon. MBA will be joining the Health Benefit Plan to highlight the many programs that MBA has to offer.

We thought it would be helpful for many of you that have dual roles, and for those that want to bring the information back to other branch representatives, to bring the information to you while you are already in Las Vegas learning about the many Health Benefit Plan benefits and programs.

<b>NALC Health Benefit Plan</b>	<b>888-636-NALC</b>
<b>Recorded Benefit Information</b>	<b>888-636-NALC</b>
<b>Prescription Drug Program</b>	<b>800-933-NALC</b>
<b>CVS/caremark Specialty Pharmacy</b>	<b>800-237-2767</b>
<b>PPO Network Providers</b>	<b>877-220-NALC</b>
<b>Precertification</b>	<b>877-220-NALC</b>
<b>Fraud Hot Line</b>	<b>888-636-NALC</b>
<b>Mental Health / Substance Abuse</b>	<b>877-468-1016</b>