

UNITED STATES DEPARTMENT OF AGRICULTURE  
FOOD SAFETY AND INSPECTION SERVICE  
WASHINGTON, DC

---

---

# FSIS NOTICE

---

---

65-17

11/27/17

## FEDERAL BENEFITS 2017 OPEN SEASON

### I. PURPOSE

This notice announces the Federal Benefits 2017 Open Season (2017 Open Season) from November 13, 2017 through December 11, 2017. During the 2017 Open Season, eligible employees may enroll, change or cancel coverage in the following programs:

1. Federal Employees Health Benefits (FEHB) Program;
2. Federal Employees Dental and Vision Insurance Program (FEDVIP); and
3. Federal Flexible Spending Account Program (FSAFEDS).

### II. SIGNIFICANT CHANGES REGARDING THE 2017 OPEN SEASON

If an employee's current plan dropped out of the FEHB Program or terminated an enrollment code, employees are to complete a 2017 Open Season election to remain covered under a FEHB plan in 2018.

### III. COMPLETING FEHB ELECTIONS DURING THE 2017 OPEN SEASON

A. Employees may use the Employee Personal Page (EPP) to enroll, make changes to, or cancel FEHB coverage, or to change their premium conversion status, which allows the deduction of FEHB premiums prior to tax withholdings.

B. The EPP provides electronic employee self-service through the National Finance Center (NFC) at <https://www.nfc.usda.gov/epps/index.aspx>.

C. To use EPP, employees need to have a User ID and Password or their e-Authentication login. If employees are changing health plans, they will need the 3-character code of the health plan in which they are enrolling. In addition, if employees are enrolling in "self and family" coverage or "self plus one", they will need the eligible family members' names, social security numbers, and dates of birth.

D. Employees are to print a copy of their completed enrollment for their personal records.

---

**DISTRIBUTION:** Electronic; All  
Field Employees

**NOTICE EXPIRES:** 12/1/18

**OPI:** OPPD

E. Employees retiring on or before January 7, 2018, are not to use the EPP to process their 2017 Open Season change. Instead, they are to complete the SF-2809 and write at the top "RETIRING ON (DATE)" so the form is properly processed with their retirement papers.

F. FEHB elections may also be submitted using the SF-2809 (see attachment). Print, complete and return the SF 2809 later than December 11, 2017 by mail or fax to:

USDA, FSIS, HROD  
Employee Services Section                      or    Fax: 612-370-2062  
100 N 6th Street, Suite 420-C  
Minneapolis, MN 55403

G. FEHB 2017 Open Season changes are effective January 07, 2018.

**V. COMPLETING FSAFEDS ENROLLMENTS DURING THE 2017 OPEN SEASON**

A. To re-enroll in a Flexible Spending Account (FSA) for 2018, employees should visit call (877) 372-3337. Hearing impaired employees may call the FSAFEDS TTY line at (800) 952-0450.

B. FSAFEDS 2017 Open Season enrollments are effective January 1, 2018.

**VI. COMPLETING FEDVIP ELECTIONS DURING THE 2017 OPEN SEASON**

A. To complete a Federal Employee Dental and Vision Program (FEDVIP) election, employees should call BENEFEDS at (877) 888-3337. Hearing impaired employees may call (877) 889-5680.

B. FEDVIP 2017 Open Season changes are effective January 1, 2018.

**VII. QUESTIONS**

For more information contact the Employee Services Section at: 1-800-370-3747, option 3.



Assistant Administrator  
Office of Policy and Program Development