



TOM GALLAGHER
CHIEF FINANCIAL OFFICER
STATE OF FLORIDA

November 19, 2004

IN REPLY REFER TO:
DFSBP 04-06

TO: Agencies Addressed

FROM: John Bennett, Chief
Bureau of State Payrolls

SUBJECT: New TRICARE Supplemental Health Insurance Plan Guidance

The Department of Management Services, Division of State Government Insurance (DSGI), recently implemented the new TRICARE Supplement Health Insurance Plan. This plan was offered during the recent open enrollment period as part of the State Group Health Insurance Program commencing January 1, 2005. Our guidance pertaining to this new plan follows:

- Employees who enroll in the TRICARE Supplement Health Insurance Plan may not participate in any other state group health insurance plan.
- The payroll calculation programs of the Bureau of State Payrolls (BOSP) will begin calculating and remitting to DSGI the applicable contributions for the TRICARE Supplement Health Insurance Plan effective with the biweekly payroll to be processed on 12/06/04 and warrant dated 12/10/04.
- For participating employees, there will only be “employer” contributions for the TRICARE Supplement Health Insurance Plan. Should a part-time employee enroll in this plan, the employer contribution will be reduced on a pro rata basis.
- The following newly established set of coverage codes will be used for employees enrolled in the TRICARE Supplement Health Insurance Plan:
 - a. TRICARE single coverage code will be **71** (in lieu of the traditional state health insurance code 01).
 - b. TRICARE family coverage code will be **72** (in lieu of the traditional state health insurance code 02).
 - c. TRICARE spouse coverage codes will be **73** and **74** (in lieu of the traditional state health insurance codes 22 and 89).

- The new TRICARE coverage codes will need to be submitted in the payroll input that agencies send to BOSP. As with other State Group Health Insurance plans, Convergys will also provide BOSP a file containing these new coverage codes. Should there be a conflict between the coverage codes submitted to BOSP by an agency and Convergys, BOSP will use the codes submitted by Convergys. Additional information follows:
 - a. Regarding payroll input to BOSP by agencies which have their payrolls sent to BOSP by People First, it is our understanding that agency Human Resource and Payroll staff do not need to do anything different for TRICARE than what they would do for other State Group Health Insurance plans.
 - b. The employer premiums for TRICARE will be the same as what the employer premiums would be for the other State Group Health Insurance plans. There is an attachment to this memorandum, which was provided by DSGI, that lists the applicable employer premiums for full-time active employees for the various TRICARE coverage codes.
 - c. For employees enrolled in TRICARE, all BOSP output reports, files, and screens will cite the new TRICARE coverage codes in the same fields that have been used in the past for traditional health insurance coverage codes.
 - d. Various BOSP output reports, files, and screens cite employer contribution code 0907, STATE HEALTH INS-EMPLOYER CONTRIB, when the value of the employer contribution is provided for an employee enrolled in traditional state health. In contrast, new employer contribution code 0906, TRICARE SUPPLEMENTAL ER CONTRIB, will be cited when an employee participates in TRICARE.
 - e. FLAIR state standard disbursement object code 1610 is used for employer contributions for traditional state health insurance and will also be used for TRICARE.

DSGI related questions about TRICARE should be directed to Dave Snyder of DSGI at (850) 921-4600 or Suncom 291-4600. BOSP related questions about TRICARE should be directed to Scott Molenburg of BOSP at (850) 410-9452, Suncom 210-9452 or smolenburg@dfs.state.fl.us.

JB/MN:sd

Attachment