



California Public Employees' Retirement System
 P.O. Box 942714
 Sacramento, CA 94229-2714
(888) CalPERS (or **888-225-7377**)
 TTY: (877) 249-7442
www.calpers.ca.gov

Reference No.:
 Circular Letter No.: 600-048-12
 Distribution:
 Special:

Circular Letter

October 22, 2012

TO: STATE CONTROLLER'S OFFICE, CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE (CDFA), CDFA AGRICULTURAL ASSOCIATION DISTRICTS, CALIFORNIA EXPOSITION & STATE FAIR, CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM (CALSTRS), MILITARY DEPARTMENT, ASSEMBLY RULES COMMITTEE, SENATE RULES COMMITTEE, JOINT LEGISLATIVE AUDIT COMMITTEE & JOINT LEGISLATIVE BUDGET COMMITTEE

SUBJECT: 2013 PAY ENTITY HEALTH PREMIUM INSTRUCTIONS

Purpose The purpose of this letter is to provide you with health premium payment instructions for your active employee and retiree warrants, and for paying premiums to contracting health plans.

Contents	Page
2013 Health Program Changes	1
Third Party Administrator	2
Payroll Deduction Plan Codes	2
Premium Submission Deadline & Requirements	2
Self-Funded Contact	3
Direct Pay & Premium Payments	3
Health Plan Contacts for Direct Pay/LOA, Federal COBRA, & Cal-COBRA	3

2013 Health Program Changes Please refer to Circular Letter [600-031-12](#) on CalPERS On-Line at www.calpers.gov for information about the 2013 Health Program changes. Or contact the CalPERS Customer Contact Center at **888 CalPERS** (or **888-225-7377**).

Third Party Administrator Anthem Blue Cross will continue to administer the CalPERS Self-Funded Health Plans (PERS Select, PERS Choice, and PERSCare).

Continued on the next page

**Payroll
 Deduction
 Plan Codes**

Below are the payroll deduction plan codes:

Plan	Basic	Medicare Supplement
PERS Select	045	046
PERS Choice	222	223
PERSCare	278	279

**Premium
 Submission
 Deadline and
 Requirements**

PERS Select, PERS Choice and PERSCare health premiums are due to CalPERS **no later than the 10th of each month.**

Please submit the following items below:

Items Mailed	Contact
<ul style="list-style-type: none"> • System tapes • Payroll deduction reports/listings • On-line data information 	Anthem Blue Cross Attention: Connie Aranda & Phylannia Valencia CalPERS Enrollment & Billing P.O. Box 629 Woodland Hills, CA 91365
<ul style="list-style-type: none"> • Payroll premium • Remittance information • Supporting documentation 	CalPERS Fiscal Services Fund Accounting Health Care Fund P.O. Box 942703 Sacramento, CA 94229-2703

Self-reporting agencies and direct billing agencies need to submit the following information:

Items Mailed	Contact Information
<ul style="list-style-type: none"> • Checks: PERS Select, PERS Choice & PERSCare • Original billing statement/agency reports 	CalPERS – HCF 0822 P.O. Box 4032 Sacramento, CA 95812-4032
A copy of: <ul style="list-style-type: none"> • Remittance check • Billing statement/agency reports 	Anthem Blue Cross Attention: Phylannia Valencia CalPERS Enrollment & Billing P.O. Box 629 Woodland Hills, CA 91365

**Self-Funded
 Contact
 Information**

Please contact CalPERS at the following for financial reporting requirements for the CalPERS Self-Funded Health Plans (PERS Select, PERS Choice, or PERSCare):

CalPERS – Self-Funded Health Plans
 Health Plan Operations
 P.O. Box 1953
 Sacramento, CA 95812-1953
888 CalPERS (or 888-225-7377)

**Direct Pay
Premium &
Payments**

Direct Pay/Leave of Absence (LOA), Federal COBRA, and Cal-COBRA payments are **due on the first day of each month** and you must include a copy of the bill to the lock box address indicated on the billing statement:

Anthem Blue Cross
File 29698
Los Angeles, CA 90074-9698

- The **subscriber is responsible for making the payment** whether or not they receive a bill.
- **Checks must be made payable to Anthem Blue Cross.** Checks not made payable to Anthem Blue Cross will be returned to the subscriber with a letter indicating they need to send a corrected check.

Anthem Blue Cross will verify that all money received has been applied properly and produce a new bill for the following month.

**Health Plan
Contacts for
Direct
Pay/LOA,
Federal
COBRA, &
Cal-COBRA**

PPO Plans
All your payroll entity questions and concerns for Direct Pay/LOA, Federal COBRA, and Cal-COBRA should be directed to: <p style="text-align: center;">Anthem Blue Cross Attention: Enrollment and Billing – CAAC02-02B P.O. Box 629 Woodland Hills, CA 91365 Telephone (877) 737-7776</p>
HMO & Association Plans
For information on Direct Pay/LOA, Federal COBRA, and Cal-COBRA for CalPERS' HMO and Association plans, you may contact the health plans directly.

KATHY DONNISON, Chief
Health Plan Administration Division