



California Public Employees' Retirement System  
P.O. Box 942714  
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Telecommunication Device for the Deaf  
No Voice (916) 326-3240

**Date:** September 27, 2001

**Reference No:**

**Circular Letter No:** 600-088-01

**Distribution:**

**Special:**

**TO: FINANCIAL OFFICERS AND HEALTH BENEFIT OFFICERS  
OF CONTRACTING PUBLIC AGENCIES**

**SUBJECT: NEW PUBLIC AGENCY HEALTH BILLING PROCESS**

CalPERS constantly strives to improve customer service. As part of this commitment to our customers, we are making changes to our current Public Agency Health Billing process. In the Spring of 2002, CalPERS will implement a new Public Agency Billing system. This system will serve our agencies in a more efficient manner. The health insurance invoice will be sent to your agency earlier in the month, thereby, giving you more time to remit the payment to our office before the 10th of the month. With the implementation of our new system we will begin enforcement and charge delinquent fees for any payment received after the 10<sup>th</sup> of the month or not paid as billed.

In accordance with the resolution your agency has on file with the Health Benefit Services Division of the California Public Employees' Retirement System (Section 599.5151 of the Public Employee Medical and Hospital Care Act), payment must be received by the 10<sup>th</sup> of the month. Any payment received after that date, or not paid in full, is considered delinquent and subject to a late fee.

In order to prevent possible delinquent accounts we are asking for your assistance. If you have an Over/Under page to your current billing, please address this issue as soon as possible. These pending transactions must be cleared by *December 15, 2001*.

Additional information regarding the new automated billing system will be sent to you in the near future.

If you have any questions regarding your over/under page on your current bill, please contact Betty McCarthy at (916) 326-3338. If you have questions regarding the new automated billing system, please contact Lynette Melin at (916) 326-3597.

Sincerely,

Tom Fischer, Chief  
Health Benefit Services Division