



KATHLEEN BABINEAUX BLANCO
LIEUTENANT GOVERNOR

State of Louisiana
OFFICE OF THE LIEUTENANT GOVERNOR
DEPARTMENT OF CULTURE, RECREATION & TOURISM
MANAGEMENT AND FINANCE

PHILLIP J. JONES
SECRETARY

MATTHEW A. JONES
UNDERSECRETARY

HUMAN RESOURCES MEMORANDUM NO. 02-022

March 28, 2002

TO: Lt. Governor, Secretary, Undersecretary, Assistant Secretaries, Deputy Assistant Secretaries, Program Managers

FROM: Mary F. Ginn
Human Resources Director

SUBJECT: Annual Enrollment 2002 Scantron Forms and
EPO Choices for Zip Codes 707 and 708

Pink Scantron forms were distributed this week to all current plan members. Plan members who wish to make a change in coverage must complete and return the form according to instructions.

Special Notice for Employees Residing in Zip Codes 707 and 708

The current State Group EPO plan will no longer be available to employees who reside in zip codes 707 and 708. Plan members who reside in these zip codes and wish to continue in an EPO plan must choose between Best Care/FARA and Blue Cross and complete an orange Scantron form. Orange forms are being printed by the Office of Group Benefits and will be distributed after April 5, 2002. The orange forms are to be used only by employees living in zip codes 707 and 708 who are choosing either Best Care/FARA or Blue Cross. The pink forms already distributed are to be used for all other choices.

Plan members in zip codes 707 and 708 wishing to remain in the PPO or Ochsner do not need to complete a Scantron form. However, if they want to change to either Best Care/FARA or Blue Cross, they must complete the orange form. If they are currently in the EPO and do not complete a form, they will default into the State Group PPO plan.

Please plan to attend one of the scheduled statewide annual enrollment meetings for detailed information on all of the changes occurring this year. We have been informed that the new rates will be announced at the meetings. For more information, check State Group's web site at <http://www.groupbenefits.org/>.

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