
FEHB Program Carrier Letter

All Carriers

U.S. Office of Personnel Management
Office of Insurance Programs

Letter No. 2001-30

Date: September 12, 2001

Fee-for-service [25] Experience-rated HMO [28] Community-rated HMO [28]


SUBJECT: Encryption Instructions for Sending Data to the FEHB Clearinghouse

We have attached instructions to this letter for transmitting your electronic enrollment data to the FEHB Enrollment Reconciliation Clearinghouse, also known as CLER. You may begin sending test data to CLER at any time, if you haven't done so already, but please send your test data no later than November 1, 2001. The National Finance Center (NFC) will begin a pilot test of CLER on December 1, 2001 (we had previously estimated that the pilot test would begin in November). All FEHB carriers that will be in the FEHB Program in 2002 must submit their actual enrollment lists to CLER on December 1, 2001, except for those carriers new to the FEHB Program in 2002 (these carriers will have no actual enrollment data to report).

You will submit your data to OPM's Macon-HUB, who will in turn relay your data to NFC. For technical support at OPM Macon, please contact Mr. Chris Selle at 478-744-2115, or via email at crselle@opm.gov.

If you have questions regarding CLER in general, please contact Eric Figg at OPM at 202/606-4083 or via email at edfigg@opm.gov.

Sincerely,



Abby L. Block
Assistant Director
For Insurance Programs

Enclosures

Encryption Instructions for Sending Data to CLER