



## Department of the Navy Civilian Benefits Center

## Benefits Information For Employees Transferring To or From Overseas Employment

The following information is provided regarding your benefits when you transfer to or from a position located overseas with no change in appointment type.

You are responsible for reviewing your Leave and Earnings Statement (LES) each pay date to ensure proper deductions have been withheld to avoid errors for which you could be indebted. It is especially important to review the LES you receive after the first pay period working in your new position to ensure that deductions for all your benefits have continued. Information about your LES is available at <http://www.dfas.mil/civilianpay/payandentitlements/leaveandearningstatement/LES071.pdf>.

If you have questions please call the Benefits Line at 888-320-2917 and select menu option #4 to speak with a Customer Service Representative (CSR). CSRs are available from 7:30 a.m. until 7:30 p.m., Eastern Time, Monday through Friday, except on federal holidays. The TTY number is 866-359-5277.

You may also email your questions to [navybenefits@navy.mil](mailto:navybenefits@navy.mil). You must include your full name, pay plan, grade, contact telephone number and the best time to call you but please do not include Privacy Act Information such as date of birth or social security number.

### **Federal Employees Health Benefits (FEHB)**

If you are enrolled in a nationwide FEHB plan, you will have coverage even if you move outside the United States. You may enroll or change enrollment when you transfer to or from a position located outside the United States or the reverse. You have 31 days before the date you are expected to leave your former duty station and 60 days after your arrival at the new duty station to enroll or change enrollment.

If you are enrolled in an HMO and you move or become employed outside the HMO's service area you may change your enrollment. You may also change your enrollment if an enrolled family member moves outside the service area.

Contact the Benefits Line for assistance with your enrollment change. You cannot make your FEHB enrollment change by completing a paper SF 2809, Health Benefits Election Form.

If you do not change your enrollment you should provide your new mailing address to your current FEHB carrier.

### **Federal Flexible Spending Account Program (FSAFEDS)**

Transferring to or from a position located outside the United States does not allow you to enroll in FSAFEDS or change a current election.

If you are currently enrolled in FSAFEDS and changing payroll offices you must call FSAFEDS at 877-372-3337 to provide them with your new mailing address and payroll office number so deductions will continue. The TTY number is 800-952-0450. The email for FSAFEDS is [FSAFEDS@shps.com](mailto:FSAFEDS@shps.com).

### **Federal Employees Dental and Vision Program (FEDVIP)**

If you move outside of your current plan's service area, you will be able to change plans as a Qualifying Life Event. If you are still within your plan's service area after the move, you cannot change plans until the next

Federal Benefits Open Season. Your dental plan premiums may change if your new ZIP code places you in a different rating area.

If you are currently enrolled in dental and/or vision insurance and changing payroll offices you must contact BENEFEDS Customer Service at 877-888-3337 to provide them with your new mailing address and payroll office number so deductions will continue. The TTY number is 877-889-5680. The email for BENEFEDS is [service@BENEFEDS.com](mailto:service@BENEFEDS.com).

### **Federal Employee's Group Life Insurance (FEGLI)**

Your current FEGLI coverage automatically continues. Transferring to or from a position located outside the United States is not an opportunity to elect new coverage.

This is a good opportunity to review your designation of beneficiary forms to ensure that they still reflect your wishes. Information about designation of beneficiary is available at <https://www.portal.navy.mil/donhr/Benefits>. You must use your Department of Defense (DoD) Common Access Card (CAC) and be behind a .mil, .edu or .gov environment to access the Web site. When prompted, use your email certificate.

### **Retirement**

Your current retirement coverage automatically continues.

### **Thrift Savings Plan (TSP)**

Your current regular TSP contributions and TSP catch-up contributions automatically continue.

If you have a TSP loan you must contact the Thriftline at 877-968-3778 to ensure that the loan payments are deducted from your pay and avoid default on your loan. International callers who cannot use the toll-free number should call 404-233-4400. The TTY number is 877-847-4385.

### **Federal Long Term Care Insurance Program (FLTCIP)**

Your FLTCIP coverage and premiums do not change if you move within the United States. The Program also provides benefits for covered services you receive outside the United States, its territories and possessions. When you receive covered services internationally, the FLTCIP will pay benefits for such services up to 80% of the maximum amounts that would otherwise be payable.

If you are currently enrolled in FLTCIP and changing payroll offices you must contact Long Term Care Partners at 800-582-3337 to provide them with your new mailing address and payroll office number. The TTY number is 800-843-3557. The email for Long Term Care Partners is [info@lhcpartners.com](mailto:info@lhcpartners.com).

### **Mailing Address in My Pay**

You must update your mailing address in the Defense Finance and Accounting Service (DFAS) myPay at <https://mypay.dfas.mil/mypay.aspx>. This is important even if you receive electronic pay documents such as your LES because DFAS electronically flows your new mailing address to the Thrift Board to update your TSP account.