

# NATIONAL EMPLOYEES HEALTH PLAN

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## **Member Notice of Open Enrollment 2023**

**If you do not have any changes, you do not have to submit any forms.**

During the open enrollment period you have the opportunity to make changes to your NEHP member status.

The changes you are able to make at this time are as follows:

1. Add or delete a dependent up to the age of 26 (to the age of 30 in Florida).  
Additional documents are required if enrolling a new dependent (i.e., Birth certificate, marriage certificate, etc.)
2. Update your address.
3. Update your beneficiary (if your plan includes life insurance).

In order for these changes to be effective January 1, 2023, we must be in receipt of your application no later than **December 1, 2022**. Please include your phone number on the application in case we need to contact you for additional information.

You may return your application in one of the following ways:

1. Email to: [enrollmentdocs@benesys.com](mailto:enrollmentdocs@benesys.com)
2. Mail to:  
National Employees Health Plan  
PO Box 4954  
Troy, MI 48099

If you have any questions, please call the NEHP administrative office at **(866) 614-2856**.

Sincerely,

National Employees Health Plan  
Enclosures

PO Box 4954, Troy MI 48099