



United States Department of the Interior



BUREAU OF LAND MANAGEMENT

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January 9, 2017

In Reply Refer To:
9210 (FA-400) I

EMS Transmission Date 01/11/2017
Instruction Memorandum, No. FA IM-2017-006
Expires: 09/30/2020

To: State and Center Directors
From: Assistant Director, Fire and Aviation
Subject: Offering Casual Employees Federal Employee Health Benefits

Program Area: Fire and Aviation Management

Purpose: The purpose of this instruction memorandum is to notify states and field offices that casual employees who meet eligibility criteria will now be offered Federal Employee Health Benefits (FEHB), and to outline the process for offering these benefits to casual employees.

Policy/Action: Beginning on January 1, 2017, casual employees must read and sign the attached Conditional Offer of Federal Employee Health Benefits form at the time of initial hire. This form provides information on casual employee eligibility for federal employee health benefits under the Affordable Care Act. The form also gives the casual employee information on how premiums would be paid and what costs the employee would be responsible for regardless of how much they work. Links to FEHB web sites for additional plan information are also provided.

The Conditional Offer of Federal Employee Health Benefits form should be sent to the Casual Payment Center (CPC) for inclusion in employee files.

Timeframe: Effective January 1, 2017.

Budget Impact: Cost to government of casual employees will increase as the Bureau contributes the employer share of health benefits for qualified casuals who opt in to the FEHB system; the scope of the impact will depend on how many qualified casual employees elect coverage throughout the year. Review of historical pay records indicate that, in a typical year, roughly 8 percent of casual employees would be eligible to elect FEHB coverage (to qualify, casual employees must work at least 130 hours in each of 3 consecutive 30-day periods). Of the roughly 1200 temporary employees working in BLM's Fire program in 2016, all of whom were

eligible to elect FEHB, fewer than 15 percent enrolled. Similar rates among casual employees would minimize the financial impact of offering the insurance to eligible casual hires.

Background: To further the goal of providing affordable health insurance to all eligible Federal employees, the United States Office of Personnel Management (OPM) has issued a final rule modifying coverage under the FEHB Program to include certain temporary, seasonal, and intermittent employees who work full-time, while employed.

Manual/Handbook Sections Affected: The Bureau of Land Management Standards for Fire Business Management.

Coordination: This memorandum has been coordinated with the DOI Casual Payment Center.

Contact: David Burley, Program Analyst, Division of Budget and Evaluation, Fire and Aviation, (208) 387-5420.

Signed by:
Ron Dunton
Assistant Director, Fire and Aviation

Authenticated by:
Kris King
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Attachment

- 1 - Conditional Offer of Federal Employee Health Benefit Form (1p)
- 2 - FEHB Fast Facts for Casuals (2pp)
- 3 - Health Benefits for Casuals Hiring Unit Guidance (2pp)

Distribution:

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