

Benefits after Separation

Health Insurance (FEHB)

Enrollment in the Federal Employees Health Benefits (FEHB) terminates on the last day of the pay period in which you separate. However, you remain covered for 31 days after the effective date if you had FEHB **at no additional cost**. You have the right to choose to continue your health benefits for **18** months under the [Temporary Continuation of Coverage \(TCC\)](#) option. If you choose this option, you must pay both the employee and the government share of the premium plus an administrative charge of 2% of the premium. The [RI 70-5](#) provides the rates. You may keep the same health insurance provider or choose another plan. TCC begins as soon as the 31-day extension ends. Send a completed [SF 2809](#) to Sadie Bello, Benefits Assistant, at 916-278-9406(fax) or sbello@usgs.gov if you want to enroll. Your election form must be received within 60 days after the date of separation or 65 days after the date notice, whichever is later. Another option available to you is to convert to an individual contract available **only** from the plan you are enrolled in when you separate, however, your coverage may be different. You will be responsible for paying the entire cost of the policy. The carrier must offer you a non-group contract regardless of any health problems. Click [here](#) for additional information.

Federal Employees Dental and Vision Insurance Program (FEDVIP)

You will only be reimbursed for the expenses incurred prior to the date of your separation. Regulations do not allow you to continue a FEDVIP plan past the end of the pay period in which you separate from the Federal Government. Click [here](#) for additional information or call 1-877-888-3337.

Flexible Savings Accounts (FSA)

The balances in your HCFSA, LEX HCFSA, and DCFSA are treated differently. Your HCFSA or LEX HCFSA can only be reimbursed for the expenses incurred prior to the date of your separation. For example, suppose you received emergency care on October 15 but separated on October 18. You receive the bills for this care on October 31. Although you are separated, you may submit the bills to be reimbursed for any **eligible** medical expense. If you incurred these expenses on October 19 or later, you are not eligible for reimbursement even if there is still money in your HCFSA to pay these expenses and all remaining money will be forfeited. If you used your entire elected amount before FSAFEDS has deducted it from your pay, you will not be responsible for the remaining allotments. You can continue to use the remaining balance of your DCFSA to pay for eligible dependent care expenses until the end of the Benefit Period or until your account balance is depleted, whichever comes first. Click [here](#) for additional information or call 1-877-372-3337.

Long Term Care Insurance (FLTCIP)

You must make arrangements with Long Term Partners to continue payments for the Federal Long Term Care Insurance Program (FLTCIP) if you participated. Click [here](#) for additional information or call 1-800-582-3337.

Life Insurance (FEGLI)

Your coverage by the Federal Employees Group Life Insurance (FEGLI) terminates on the day of separation if you had FEGLI. However, you will continue to be covered for an additional 31-day at no charge to you. You may convert to an individual direct-pay life insurance policy in an amount equal to or less than your Basic life insurance plus any optional coverage you have. You must mail your request for information regarding conversion within 31 days of the date your insurance terminated. Click [here](#) for additional information.

Annual Leave and Credit Hours & Sick Leave

You will be paid for your unused annual leave and credit hours at the hourly rate you currently receive approximately 2 – 3 pay periods after you separate. You will not be paid for your unused sick leave. Your unused sick leave will be restored to you if you return to Federal service.

Federal Employees Retirement System (FERS)

FERS has three parts: Basic Benefit, Social Security and Thrift Savings Plan (TSP.) Each part has different rules and processes. FERS employees may apply for a refund of Basic Benefit retirement contributions (SF

3106) if you have been separated for at least 31 days. However, if there is a possibility that you may return to the federal government, you should be aware that refunded FERS contributions would need to be redeposited, with interest, for the service to be credited towards either retirement computation. If you leave your money in the account, it earns interest. The pamphlet, [Information for FERS Employees not Eligible for Immediate Annuity](#), explains your options to receive this benefit now and in the future.

You need to contact the [Social Security Administration](#) for information.

Thrift Savings Plan (TSP) funds may remain in your account if the vested balance is more than \$200. There is no requirement to immediately take a withdrawal or to close your account. You will continue to be able to request Interfund Transfers to change how your money is invested, and your account will continue to accrue earnings. In addition, until you request a full withdrawal, you may transfer funds into the TSP from a traditional IRA or an eligible employer plan. **Please wait 30 days** from your separation before submitting a Withdrawal Request to TSP. Payroll requires time to notify TSP of your separation.

If your vested account balance in the TSP account is less than \$200, your account will be automatically paid directly to you in a single payment.

TSP provides information on [Separating from Government Service](#). The [“Withdrawing Your TSP Account After Leaving Federal Service”](#) booklet addresses withdrawal options. The [TSP website](#) provides calculator tools to project your account balance or to calculate annuity options, as well as access the forms and publications listed below.

Publications

- Withdrawing your TSP Account after leaving Federal Service
- Important Tax Information About Payments from your TSP Account
- Important Information About your TSP Withdrawal and Required Minimum Distributions

Forms

- TSP 70 Request for Full Withdrawal
- TSP 77 Request for Partial Withdrawal
- TSP 60 Request for a Transfer into the TSP
- TSP 3 Designation of Beneficiary form
- TSP 9 Change of Address for Separated Employees
- TSP 15 Change in Name
- TSP 16 Exception to Spousal Requirements

Loans - If you have an outstanding TSP loan, you may pay the loan in full at separation or take a taxable distribution of the unpaid amount. Taking a taxable distribution means that the portion of the loan that hasn't been repaid will be treated as taxable income and you may be liable for the 10% penalty for early withdrawal. If you leave Federal service, a withdrawal request cannot be processed until your loan is closed by either payment in full or taxable distribution.

Mailing Address – You will need to contact TSP to update your mailing address if you move after separation to continue to receive your annual participant statement and other important mailings.

TSP is now your primary contact for information about your account. TSP Service Representatives are available to answer questions by calling the Thriftline at **1-877-968-3778** (TDD: 1-877-847-4385), Monday through Friday, 7a.m. to 9 p.m. Eastern Time

Questions?

[Contact](#) your Benefits Specialist for assistance