



PIEDMONT COMMUNITY HEALTHCARE

P.O. Box 2455, Lynchburg, VA 24501-0455

(434) 947-4463 1-888-674-3368

Fax (434) 947-4465

August, 2011

Dear Federal Employee:

This letter is to inform you of a new option being offered for this year's enrollment period regarding your Piedmont Community HealthCare plan brochure. The Office of Personnel Management (OPM) has requested that all healthcare plans notify their members that for year 2012 they can choose whether they get their healthcare plan brochure as a hard-copy paper version, or if they prefer to view and download the brochure from the internet.

For plan year 2011 — *and previous recent plan years* — you have gotten a paper version but were also able to view/print/save the brochure online. Now we are requesting that you please specify your choice so that if you prefer the electronic version you will not receive a paper copy. Please note all members will still have access to the online version no matter which option you choose.

The OPM is taking this measure in order to comply with federal "going green" initiatives requiring agencies to promote paperless communications to federal employees. The benefits of choosing the electronic version include:

- **Cost Savings** – Digital distribution reduces both postage and print costs.
- **Accessibility** – Online brochures are available with the click of a mouse from any internet computer.
- **Easy To Read and Use** – Quickly browse through contents when viewing pages on screen. Plus, a simple click gives an enlarged or zoomed view. Readers can also easily print pages of interest.

Therefore, Piedmont requests that you please specify your choice of how you would like to receive your 2012 healthcare plan brochure by August 30, 2011. If you would like to view your brochure on the internet only, simply do nothing and when the plan year begins you can access the brochure at either the Piedmont Community HealthCare website [www.pchp.net](http://www.pchp.net), or the OPM plan choice website at <http://www.opm.gov/insure/health/planinfo/index.asp>.

If however, you would like to receive a hard-copy paper version please let us know by August 30, 2011, by calling 434-947-4463, ext. 222, or emailing us at [kbunch@pchp.net](mailto:kbunch@pchp.net). If we do not hear from you by August 30, we will assume you have chosen the electronic brochure option and will access the brochure on your own using one of the previously mentioned websites.

For additional information, please call 1-800-400-7247, or visit [www.opm.gov/insure](http://www.opm.gov/insure).

Sincerely,

Cheryl Midkiff  
Director of Marketing