

# The NALC Health Benefit Plan



**HBR Report  
May/Jun 2025  
Vol. 25-2**



**Brian L. Renfroe, President  
Stephanie M. Stewart, Director**

**Board of Trustees:  
Lawrence D. Brown, Jr., Chairman  
Sandra D. Laemmel  
Charles P. Heege**

## Director's Report



The NALC Health Benefit Plan would like to invite you to join us for our bi-annual Seminar in Orlando, FL. The event will be held from Sunday, November 2nd through Wednesday, November 5th. Please take note that we usually host the Seminar earlier in October, but due to hotel space conflicts we had to move it to the beginning of November.

As we have done in the past, our vendors will host a Health Fair on Sunday during registration. The Health Fair is an opportunity to participate in various health related activities and interact with the Plan and its vendors. Examples from years past include: Flu Shots, Skin Checks, therapy dogs, guided meditation sessions, education booths

and much more. Activities for this year are still being finalized, but we anticipate both a fun and educational health fair. It is a worthwhile event that provides information and resources to help you and your members on their health journey.

After the health fair, we will kick off the Seminar with an Opening Dinner Reception on Sunday evening. After reviewing feedback from the 2023 Seminar, we have decided to consolidate the opening and the closing receptions into this one event. So, please plan accordingly.

Monday through Wednesday will be dedicated to educating our members. We will host a variety of speakers and training sessions each day focusing on benefits, wellness programs and preparing HBR's and branch leaders to promote the plan.

So that branches may plan accordingly, please note Breakfast and Lunch will be provided each day, Monday through Wednesday. Attendees will need to pre-pick their lunch choices on the Registration Form for Monday and Tuesday. Wednesday will be a Market Style lunch that does not require a pre-selection.

We look forward to seeing everyone in Orlando.

# NALC Health Benefit Plan Seminar 2025

**SAVE THE DATE: November 2 - November 5, 2025**

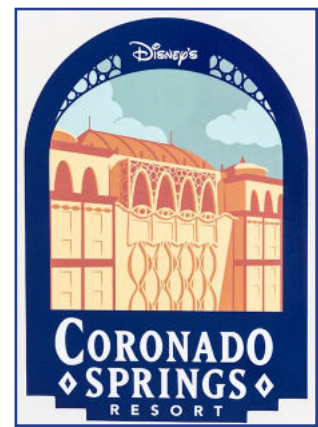
The 37th National Health Benefit Seminar will be held at the  
**Disney Coronado Springs Resort** in Orlando, FL.

## Reservations

The NALC HBP Seminar will be held at the Disney Coronado Springs Resort. The room rate is \$249 plus tax, per room, per night for the Standard / Preferred Run of the House Room, Single/Double occupancy. An additional person (18 or older) is \$25 per person per night.

Reservations can be made through the Disney Group Reservations Phone Team by calling (407) 939-4686 and mentioning the NALC Health Benefit Plan Seminar 2025 or by using the group's online booking website:  
**<https://mydisneygroup.com/nalc2025/>**

Please be aware that the rate guarantee cutoff for room reservations is  
**September 28, 2025.**



## Airport Transportation

Walt Disney World ended the Magical Express airport shuttle service; therefore, there is no complimentary transportation between the resort and the airport. There is a paid bus service available. Go to: **[www.mearsconnect.com](http://www.mearsconnect.com)** for more information. An additional transportation option would be Uber or Lyft.

## Transportation to Parks

Disney provides guests regularly scheduled complimentary transportation between the Hotel and various Walt Disney World® Resort theme parks and other selected locations. This includes Disney Springs, with over 150 shopping, dining and entertainment venues, featuring some of the world's most iconic brands and restaurants.

### **IMPORTANT CHANGES TO THE SEMINAR SCHEDULE (See the next page)**

Please note the following revisions to the schedule that may affect your travel arrangements:

- There will be a Larger Opening Reception on Sunday
- The conference will now conclude on Wednesday after Training (there will not be a Closing Reception)

# Seminar Schedule Updated

## **Sunday, Nov. 2**

|                  |                   |                            |
|------------------|-------------------|----------------------------|
| 10:00am – 5:00pm | Registration      | North Registration Counter |
| 11:00am – 3:30pm | Claims Inquiries  | Cancun                     |
| 11:00am – 3:30pm | Health Fair       | Coronado L                 |
| 5:30pm – 8:30pm  | OPENING RECEPTION | TBD                        |

## **Monday, Nov. 3**

|                  |                            |                            |
|------------------|----------------------------|----------------------------|
| 7:45am – 8:45am  | Claims Inquiries & Vendors | Cancun & Baja              |
| 8:00am – 8:45am  | Registration               | North Registration Counter |
| 8:00am – 9:00am  | Breakfast                  | Coronado K                 |
| 9:00am – 12:00pm | General Session & Awards   | Coronado L                 |
| 12:00pm – 1:00pm | Lunch                      | Coronado K                 |
| 12:00pm – 1:00pm | Claims Inquiries & Vendors | Cancun & Baja              |
| 1:00pm – 2:00pm  | Training                   | See badge for room         |
| 2:00pm – 2:15pm  | Break                      | Coronado K                 |
| 2:15pm – 3:15pm  | Training                   | See badge for room         |
| 3:15pm – 3:30pm  | Break                      | Coronado K                 |
| 3:30pm – 4:30pm  | Training                   | See badge for room         |
| 4:00pm – 4:30pm  | Claims Inquiries & Vendors | Cancun & Baja              |

## **Tuesday, Nov. 4**

|                  |                                |                    |
|------------------|--------------------------------|--------------------|
| 7:45am – 8:45am  | Claims Inquiries & Vendors     | Cancun & Baja      |
| 8:00am – 9:00am  | Breakfast                      | Coronado K         |
| 9:00am – 12:00pm | General Session&Guest Speakers | Coronado L         |
| 12:00pm – 1:00pm | Lunch                          | Coronado K         |
| 12:00pm – 1:00pm | Claims Inquiries & Vendors     | Cancun & Baja      |
| 1:00pm – 2:00pm  | Training                       | See badge for room |
| 2:00pm – 2:15pm  | Break                          | Coronado K         |
| 2:15pm – 3:15pm  | Training                       | See badge for room |
| 3:15pm – 3:30pm  | Break                          | Coronado K         |
| 3:30pm – 4:30pm  | Training                       | See badge for room |
| 4:00pm – 4:30pm  | Claims Inquiries & Vendors     | Cancun & Baja      |

## **Wednesday, Nov. 5**

|                  |                                |                    |
|------------------|--------------------------------|--------------------|
| 7:45am – 8:45am  | Claims Inquiries & Vendors     | Cancun & Baja      |
| 8:00am – 9:00am  | Breakfast                      | Coronado K         |
| 9:00am – 12:00pm | General Session&Guest Speakers | Coronado L         |
| 12:00pm – 1:00pm | Lunch                          | Coronado K         |
| 12:00pm – 1:00pm | Claims Inquiries & Vendors     | Cancun & Baja      |
| 1:00pm – 2:00pm  | Training                       | See badge for room |
| 2:00pm – 2:15pm  | Break                          | Coronado K         |
| 2:15pm – 3:15pm  | Training                       | See badge for room |
| 3:15pm – 3:30pm  | Break                          | Coronado K         |
| 3:30pm – 4:30pm  | Training                       | See badge for room |

# NALC Health Benefit Plan

## 37th National Health Benefit Seminar Registration

Coronado Springs Resort in Orlando, FL - Nov 2-5, 2025

|                                            |                               |
|--------------------------------------------|-------------------------------|
| Name:                                      |                               |
| Title:                                     | Branch #:                     |
| Street Address:                            |                               |
| City:                                      | State & Zip:                  |
| Email*:                                    | Phone #:                      |
| HBR for _____ Years (Pls give an estimate) | # of Seminars attended: _____ |

### Seminar Registration Fee: \$200.00

Payable to the **NALC Health Benefit Plan**

The Registration fee must be included with your Registration form. (We cannot accept credit cards.)  
The fee includes: Seminar Materials, Opening Reception, Breakfast & Lunch on Mon, Tues & Wed.

\*Your Seminar Registration Confirmation will only be emailed.

You must provide an email address if you would like a Registration Confirmation.

Be aware that there will be no refund of your Registration fee if you cancel within 30 days of the Seminar. We must receive your cancellation request by October 1, 2025.

### Lunch and Dietary Restrictions *(If nothing is marked you will receive the first option each day):*

**Monday** Lunch Choices (Choose 1): Turkey Croissant\_\_\_\_ Roast Beef Ciabatta\_\_\_\_  
Vegetarian Mediterranean Salad\_\_\_\_

**Tuesday** Lunch Choices (Choose 1): Ham & Salami Focaccia\_\_\_\_ Chicken Caesar Wrap\_\_\_\_  
Veggie Wrap\_\_\_\_

Dietary Restrictions: Gluten\_\_\_\_ Vegetarian\_\_\_\_

### Guest Tickets:

*If you would like a Guest to attend the Opening Reception on Sunday a ticket must be purchased. Payment must be included with your Registration form. A Guest ticket cost is **\$175.00 per Guest**.*

\_\_\_\_\_ **# of Guest tickets**

### Mail Registration form and check to:

**NALC Health Benefit Plan  
2025 Seminar Registration  
PO Box 6  
Ashburn, VA 20146**

## Branch Reimbursement Instructions

By approval of the Board of Trustees, the Plan will accept requests for branch reimbursement *BEARING A POSTMARK NO LATER THAN JUNE 30, 2025*. Each request must be accompanied by a branch reimbursement certificate and a roster of branch members enrolled on December 31, 2024. **Copies of branch rosters must be ordered by completing the Branch Printout Request, or by calling the Health Benefit Plan 888-636-NALC (6252). If calling, ask to speak to someone in the Executive Office.**

Reimbursement will be either the amount of the expenses attested to on the certificate, or the amount computed at seventy-five (75) cents per eligible member, whichever total is lower. **All requests must include (a) the specific amount of expenses incurred; and (b) the number of members for whom reimbursement is requested.**

Reimbursement will be made only for the employees and annuitants enrolled on December 31, 2024, under Chapter 89, Title 5, United States Code-Health Insurance, effective July 9, 1960.

The request should NOT include:

- Enrollees terminated from the Plan prior to December 31, 2024
- Any type of converted member or dependent nongroup plan, or
- Policyholders under our old program (those who retired before July 1, 1960).

**Reimbursement will be made payable only to the Branch Secretary of record, and only if the certificate for reimbursement is signed by either the Branch President or Branch Secretary. The signature of the Branch Health Benefit Representative or Treasurer will NOT be acceptable.**

**Please send to: NALC Health Benefit Plan, Attn: Executive Office  
20547 Waverly Court, Ashburn, VA 20149**

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## Branch Printout Request

In order to receive your reimbursement, you must first complete the Branch Printout Request or call the Plan at 888-636-NALC (6252) and ask for the Executive Office to obtain a copy of your Branch membership list. The Branch Reimbursement Certificate with the Branch Roster must be postmarked by June 30, 2025.

### NALC HBP Branch Printout Request

Branch # \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_



I request a Branch printout for the Branch Reimbursement Certificate.

**NALC Health Benefit Plan**  
**20547 Waverly Court, Ashburn, VA 20149**

*Brian L. Renfroe, President*

*Stephanie M. Stewart, Director*

**Board of Trustees**

*Sandra D. Laemmel*

*Lawrence D. Brown, Jr., Chairman*

*Charles P. Heege*

**Branch Reimbursement Certificate**

REIMBURSEMENT WILL NOT BE CONSIDERED UNLESS THIS CERTIFICATE IS COMPLETED IN FULL.  
 EVERY BLANK MUST BE FILLED IN. PLEASE PRINT. MAIL THE COMPLETED FORM TO THE  
 ADDRESS ABOVE.

**DEADLINE: June 30, 2025**

Branch Number \_\_\_\_\_ Branch Secretary \_\_\_\_\_

Branch Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Branch Phone # \_\_\_\_\_ Branch E-mail \_\_\_\_\_

I certify that for the calendar year 2024, the above-referenced Branch incurred expenses for and on behalf of the NALC Health Benefit Plan. I further certify that expenses were incurred for the following reasons: (a) contacting hospital authorities and physicians to familiarize them with our Plan and to distribute claim forms and similar material relating to the Plan; and (b) assisting enrollees in filing claims properly, and distributing necessary forms to them for submission to the Plan.

I further certify that the number of members shown below includes only employees and annuitants enrolled under the Plans on December 31, 2024, and does not include any enrollment terminated before December 31, 2024, any type of converted members, or any annuitant who retired prior to July 1, 1960.

As reimbursement, the Branch is willing to accept (1) seventy-five cents (\$0.75) for each member enrolled in the NALC Health Benefit Plan High Option or CDHP on December 31, 2024, OR (2) the amount of expenses incurred, whichever amount is less.

PLEASE OBTAIN YOUR BRANCH ROSTER BY CONTACTING THE PLAN AT 888-636-NALC (6252) (ASK TO SPEAK TO SOMEONE IN THE EXECUTIVE OFFICE) FOR YOUR BRANCH MEMBERSHIP ENROLLED UNDER THE PLANS ON DECEMBER 31, 2024.

1. Number of members \_\_\_\_\_ @ \$0.75 =\$ \_\_\_\_\_

2. Amount of expenses incurred for the calendar year 2024 = \$ \_\_\_\_\_

\_\_\_\_\_  
 Date Submitted

\_\_\_\_\_  
 Name

\_\_\_\_\_  
 Title (must be Branch President or Secretary)

**NALC Health Benefit Plan**  
**20547 Waverly Court**  
**Ashburn, VA 20149**

## *New Employee Folders*

The 2025 New Employee folders are available and ready to ship to HBR's and Branch Officers promoting the Plan. These folders are specially designed for letter carriers who are newly eligible for PSHB coverage (Career New Hire and CCA conversion classes). The folders include Plan information on High Option and CDHP benefits, How to Join, and our Mobile Portal App. Please contact the Plan and ask for the Executive Office to request a supply for your branch.

**NALC Health Benefit Plan**

**888-636-NALC**

**PPO Network Providers**

**877-220-NALC**

**Mental Health / Substance Use Disorder**

**877-468-1016**

**Prescription Drug Program**

**800-933-NALC**

**CVS Specialty™ Pharmacy**

**800-237-2767**

**Precertification**

**877-220-NALC**

**Fraud Hot Line**

**888-636-NALC**