

City and County of San Francisco
Department of Human Resources

**Temporary Employees' Health
Benefits Update**



Its the Law

Employer Mandate under PPACA



- Patient Protection and Affordable Care Act, effective 2015.
- Temporary Exempt (TEX) employees (Category 16, 17, 18) regularly scheduled to work 20 hours or more a week are benefits eligible upon appointment.
- 1040 hours worked in the rolling 12 months will remain as a benefits eligibility period for non-regularly scheduled TEX employees.



What does this mean to all of us?

The Implementation Discussion



Benefit eligibility is driven by the expected or assigned **regular work schedule** of the TEX employee.



What does this mean to all of us?

What is a Regular Work Schedule?

An official, employer assigned, recurring schedule of days/time the employee is expected to work for the duration of the appointment.



What does this mean to all of us?

Regular Work Schedule Options

- Full-Time (40 hrs.)
- Part-Time (20 – 39 hrs.)
- Part-Time Less than 20 hrs.
- **As-Needed = no defined regular work schedule.
Work is subject to change at any time.**



What does this mean to all of us?

Benefit Eligibility & Regular Work Schedule

- Full-Time (40 hrs.) TEX employees are eligible for health benefits upon appointment.
- Part-Time (20 – 39 hrs.) TEX employees are eligible for health benefits upon appointment.



What does this mean to all of us?

Benefit Eligibility & Regular Work Schedule

- **Part-Time Less than 20 hrs.** TEX employees eligible for health benefits upon working 1,040 or more hours within a rolling 12 month period.
- **As-needed** TEX employees eligible for health benefits upon working 1,040 or more hours within a rolling 12 month period.



What does this mean to all of us?

Benefit Eligibility & Regular Work Schedule

How and where do you document a Regular Work Schedule?

Job Information

*Business Unit: Standard Business Unit

*Job Code: Truck Driver

*Reg/Temp:

*Regular Shift:

*Title:

*Full/Part Time:

Union Code: Teamsters, Local 853

Short Title: [Detailed Position Description](#)

When a position is created in eMerge PeopleSoft, Departments select 1 of the 4 options under the ***Full/Part Time designation** .



What does this mean to all of us?

Implementation – Existing TEX Employees

- **Full-Time TEX employees**

Health Service System sent Benefit Enrollment information to Full-Time TEX employees (not already enrolled) who were active and were paid in the last six pay periods.



What does this mean to all of us?

Implementation – Existing TEX Employees

- **Part-Time (20-39 hrs.) TEX employees**

Health Service System will send Benefit Enrollment information to Part-Time TEX employees (not already enrolled) who are active and worked a minimum of 240 hours in the last six pay periods.



What does this mean to all of us?

Implementation – Existing TEX Employees

NEXT STEPS:

- DHR will send a list of all full-time and part-time TEX employees not included in the mass HSS notification to departments for review.
- Departments are encouraged to review employees' regular work schedule and confirm appropriate
*Full/Part time designation in eMerge PeopleSoft. For assistance, contact your Client Service Consultant.



What does this mean to all of us?

Implementation – New TEX Employees



DHR will conduct a weekly review of all new TEX appointments made between January 20 and February 27 with Departments.

Benefit eligibility will be determined and qualified employees notified.



What does this mean to all of us?

Implementation – New TEX Employees



eMerge will deliver a **system solution** to automatically identify benefit eligible TEX employees, based on ***Full/Part Time Designation**, beginning Saturday, February 28, 2015.

More information will be sent to all departments.



What does this mean to all of us?

Implementation – New TEX Employees

Departmental HR teams are encouraged to work with their budget team (CFO) to calculate the additional costs of benefits eligibility for full-time and part-time TEX employees upon appointment.



What does this mean to all of us?

Questions?

