



Part-Time/Hourly Eligibility for Medical

In order to comply with the Affordable Care Act (ACA), Adelphi will offer group medical plan coverage to part-time and hourly employees if they meet the definition under the (ACA) of a “Full-Time Employee”. Under the ACA, a Full-Time Employee generally is an employee who works an average of at least 30 hours per week. This “full-time status” only applies to medical benefit eligibility.

Adelphi will determine “full-time status” for each employee over a 12-month Measurement Period. Any employee who works 1,560 hours over the course of a 12-month Measurement Period will be deemed a “Full-Time Employee,” and thus eligible for group medical plan coverage, during the succeeding 12-month period.

For ongoing employees (i.e., anyone who is an employee as of the first day of a Measurement Period), Adelphi’s Measurement Period runs from November 1 through October 31. So if you were an employee on November 1, you must complete 1,560 hours of service by October 31, in order to be eligible for coverage during the corresponding 12-month period beginning January 1.

If you qualify as a “Full-Time Employee” during a Measurement Period, you will be treated as such for the entire 12-month period so long as you continue to be an Adelphi employee.

However, the results of a single Measurement Period will apply only with respect to the corresponding 12-month period. This means that even if you do achieve “Full-Time Employee” status during a Measurement Period, your eligibility for coverage beyond the corresponding 12-month period will be determined during future Measurement Periods.

Likewise, if you do not achieve “Full-Time Employee” status during a Measurement Period, you will have another chance when the next Measurement Period begins. If you are hired during a Measurement Period, your “Full-Time Employee” status will be determined during a special Initial Measurement Period. The Initial Measurement Period will begin on the first day of the first calendar month beginning on or after your start date, and will run for 12 months. For example, if you start work on June 15, your Initial Measurement Period will begin on July 1, and end on June 30, of the following year.

Should you not achieve “Full-Time Employee” status during the Initial Measurement Period, you will not be eligible for coverage until at least January 1. In order for you to be eligible for coverage during the 12-month period beginning on January 1, you will need to establish “Full-Time Employee” status during the November 1, through October 31, Measurement Period.