

## **MEDICAL BENEFIT ELIGIBILITY**

Your medical plan benefit eligibility is determined by your employment classification, hours worked in an employment year and whether your position is considered regular or temporary.

For the purpose of medical benefits eligibility, employees must be in a regular full-time, three-quarter-time, or half-time position in an active status or a special or contracted employee who is identified as benefit eligible in an active status.

### **Medical Benefits Eligibility for 12-month Staff**

Full Benefits - over 33 hours per week and 1716 hours in a calendar year

Three-Quarter Benefits - 26.6 - 33 hours per week and 1383-1716 hours per calendar year

Half Benefits - 20 - 26.5 hours per week and 1040 – 1382 hours per calendar year

\*Not eligible for benefits (Part-Time) - fewer than 20 hours per week and fewer than 1040 hours per calendar year

### **Medical Benefits Eligibility for Faculty**

Full Benefits – consists of teaching more than 4 courses (or course equivalents) or more per academic year in any combination.

Three-Quarter Benefits – teaching 3.5 – 4 courses per academic year

Half Benefits – teaching 2.5 – 3 courses per academic year

Not eligible for benefits – fewer than 2.5 courses per year are not eligible for medical plan benefits

For faculty personnel the following apply: 1) Benefits are determined by the employment terms denoted in the faculty members contract, and the employment terms are binding in regards to eligibility for benefits; 2) If the length of the contract is one semester only, and the teaching responsibilities are for 2.5 – 3 course equivalents, the faculty member receives full benefits for that semester; 3) If the length of the contract is for one academic year, and the teaching responsibilities are for 2.5 – 3 course equivalents during any part of the academic year, the faculty member is eligible for half benefits for the length of the contract as specified.

**Note:** The standards set out here, an FTE of .67 - .825 equaling three-quarter benefits, .5 - .66 FTE equaling half benefits and .49 or less equaling no benefits, is the same standard used for all employees at Bates.

### **Medical Benefits Eligibility for Academic Year Staff Members**

An Academic Year Employee generally works 10 months of the year from mid-August to mid-June. As department needs dictate, the 10 months may be worked over a different period of time. All Academic Year schedules are approved in advance by the department in conjunction with Human Resources.

Full Benefits – 40 hours a week for 44 weeks

Three-Quarter Benefits - 36 hours per week for 44 weeks

Half Benefits – 30 hours per week for 44 weeks

Not eligible for benefits (Part-Time) – working fewer than 1040 hours per calendar year are not eligible for medical benefits.

Note: The above schedules are generally those worked by Academic Year employees but may differ.

### **Temporary and On Call Employees**

Are not eligible for medical plan benefits. Time served as a temporary or on call employee is not credited as years of service to determine benefit or leave eligibility or accrual.