

New Employee-C

Hire Date: 5/20/15

Employee-C (EE-C) is hired as a non-FT EE working longer than 6 months (not a seasonal employee).

EE-C's Initial Measurement Period (IMP) will be for 24 pay periods, which begins on 5/25/15 (pay period begin date following date of hire) and ends on 4/24/16. This is the time period that you will "count" or evaluate EE-C's hours.

Reminder: Hours for ACA purposes include the following: regular hours, OT/K-Time, all paid leave types, on-call pay, LWOP for FMLA and Military Only.

On 3/24/16: An email notification is received by EE-C's HR Department (ACA Contact on ZP200). It is time to evaluate EE-C's hours over the IMP.

Agency runs ZP136 to get the average hours EE-C worked for the period beginning 5/25/15 – 3/24/16 (yes, this is one month before the actual end of the IMP).

EE-C has worked on average, 24 hours/week over the IMP. (Even if EE-C worked 40 hours/week over the next 2 pay period-remaining time in the IMP, EE-C would not average more than 30 hours/week over the entire IMP. It's actually 28.66 hours/week.)

So according to ACA Rules, EE-C is not eligible for health coverage.

EE-C enters the Initial Stability Period (ISP) which begins 6/01/16 and ends 5/31/17 (12 month period).

Reminder: During EE-C's ISP, eligibility does not change even if the EE-C works more than 30 hours/week. EE-C will not be eligible for health coverage until possibly sometime in 2017.

EE-C's hours should also be "counted" during the Standard Measurement Period (SMP) along with all other on-going employees. The SMP begins PP 22 2015 and ends PP 21 2016 for our example (SMP is always PP 22 – PP 21 of any year). PP 22 2015 begin date is 10/12/15 and PP 21 2016 end date is 10/09/16.

Agency runs ZP136 to get the average hours EE-C worked during the SMP of 10/12/15 – 10/09/16.

EE-C has worked on average, 40 hours/week over the SMP. EE-C is now eligible for health coverage. At this time EE-C should be moved to the Standard Stability Period (SSP) with all other on-going employees. The SSP is 1/1/17 – 12/31/17 for our example (the SSP is always 1/1 – 12/31 of any year). EE-C's average hours will not be evaluated again until the next SMP (PP 22 2016 – PP 21 2017 for our example) with all other on-going employees.

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