

PERS Eligibility, Hire Intent and Waiting Time Requirements

Who is eligible for PERS?

Most state of Oregon employees, regardless of position type such as temp, LD, job share, part-time, etc. are eligible for PERS.

Positions NOT eligible for PERS are:

- An inmate of a state institution
- An alien on a training or education visa
- A board member
- A volunteer
- A student worker receiving school credit

Hire Intent (Qualifying vs Non-Qualifying)

Hire intent of the position needs to be decided on or before employment into the position. Hire intent is a crucial part of the waiting time requirements. To determine the hire intent of the position, ask the following question:

Would any employee in this position normally be expected to work 600 hours or more in any calendar year?

If yes, the hire intent is qualifying

If no, the hire intent is non-qualifying

Note:

- For any calendar year with 600 hours or more total service with one or more PERS employers, every position in that year is automatically qualifying.
- For any full calendar year (January 1 – December 31) with **less than** 600 hours total service with one or more PERS employers, the year is automatically non-qualifying, regardless of hire intent.
- For any **partial calendar year** (less than full year) with less than 600 hours total service with one or more PERS employers, the employer's "**hire intent**" for the position determines the qualification.

Waiting Time Requirements

The following four requirements **must** be met simultaneously to establish membership. If any of the requirements are not completed, the wait time starts over.

- Be employed in a qualifying position. See Hire Intent above.
- Complete a waiting time with one employer. The state of Oregon is considered as one employer.
 - Six full calendar months
 - No break greater than 30 consecutive working days
 - Special rules exist for leaves taken during the wait time. Your CPERS analyst can assist you.
- Continue the employer-employee relationship with the waiting time employer after completion of the waiting time.
- The employee must be employed on their contribution start date.

Note:

Employees do NOT have to have 600 hours within the six month waiting time. They can have as little as .01 hours in each of the six months as long as there's less than a 30 working day break. Your CPERS analyst can assist you as there are exceptions to the rules if the employee was not employed for the full calendar year.

It's common to have seasonal employees come back each year and work in a qualifying position but do not complete all the waiting time criteria.

It's common to have seasonal employees come back each year, work in a non-qualifying position but then end up meeting all PERS waiting time requirements because of the amount of hours worked for all PERS employers exceed 600. If they return the following year into a qualifying position, contributions are due. If they return the following year into a non-qualifying position, but then have 600 hours of total service with one or more PERS employers, contributions are due. If they return the following year into a non-qualifying position and remain under 600 hours of total service with one or more PERS employers, contributions are not due.