

DATE
TO:
FROM:

IMPORTANT HEALTH BENEFITS INFORMATION/OFFER OF COVERAGE FOR TEMPORARY EMPLOYEES OF THE STATE OF OREGON

With the passage of the Affordable Care Act (ACA), temporary employees of the State of Oregon MAY, in some cases, become eligible for employee health benefits offered through the Public Employees Benefit Board (PEBB). Outlined below are some key facts that may assist you in understanding your potential rights and responsibilities.

The following information applies to temporary employees who are hired with the expectation to work an average of 30 or more hours per week:

- You may submit the PEBB benefit enrollment information at any time in the three months following your start date. **HOWEVER**, you will only get actual coverage **IF** you are still **ACTIVELY** employed on the 1st day of the fourth month following your hire. For example, if you are hired March 15, 2015, you can complete enrollment any time before June 15, but your coverage will only be effective on July 1, 2015 if you are still actively employed on July 1, 2015.
- An offer of coverage and/or enrollment in no way alters the temporary status of your assignment. Your employment may be ended at any time.
- If you chose to enroll and are employed on the 1st of the fourth month following your hire date you will receive coverage.
- PEBB's employee benefits are in whole month increments for coverage. Employees work one month to earn coverage for the following month. To continue your coverage for each month following your first effective month you must meet the requirement of 80 paid hours earned in the month.
- If you work less than 80 hours in a month you will not receive coverage (unless you are in a current stability period) the following month, however you will receive a COBRA notification.
- If you chose coverage and your employment later terminates your coverage will terminate (and you will receive a COBRA notification) as follows:
 - a) On the last day of the month, when you accrue less than 80 paid regular hours during the month that your employment terminates.
 - b) On the last day of the following month, when you accrue more than 80 paid regular status hours during the month that your employment terminates.
- In order to receive coverage, you must enroll in coverage during your New Employee Open Enrollment window. Late enrollment requires the submission of an appeal to PEBB.
- If you choose to not enroll in coverage when offered, opt out of medical in lieu of cash or decline all coverages, you will not be eligible to enroll at a later date unless you remain benefit eligible and have a qualifying midyear change event.

**IMPORTANT: FAILURE TO SUBMIT YOUR PEBB ENROLLMENT BY THE END OF
YOUR THIRD CALENDAR MONTH OF EMPLOYMENT WILL BE CONSIDERED A
REJECTION OF THE OFFER OF COVERAGE.**

The following information applies to temporary employees who are hired to work variable hours:

- You may be offered benefit enrollment information following an initial measurement period (12 months following your start date) if you work 1,560 or more hours during the initial measurement period.

Enc: PEBB Enrollment form

cc: Personnel File