

**Guidance Document for Employing Agencies [Moore v. HCA]
RE: Summer coverage for part-time faculty of 4-year colleges and universities
PEBB Outreach & Training
6/13/2008**

The Health Care Authority PEBB Outreach and Training Team is providing this message to assist you in implementing the change in eligibility with regard to summer coverage for part-time faculty of state four-year colleges and universities described in the June 4, 2008 letter from PEBB Program Assistant Administrator Mary Fliss.

For the purposes of this message with regard only to off-season employer contribution toward benefits, "part-time faculty" has meaning limited to state four-year colleges and universities and to employees employed on a quarter/semester to quarter/semester basis.

As Ms. Fliss explained in her letter, the HCA has determined that in light of a ruling in the Moore v. HCA litigation, and to minimize the state's potential liability in the litigation going forward, four-year colleges and universities should review the work history of all part-time faculty members. Those that meet the criteria below should receive employer contributions to insurance benefits during the period between the end of the spring quarter/semester and the beginning of the fall quarter/semester ("summer"), or other quarter/semester break period, subsequent to the end of one academic year¹ or equivalent nine-month season.

Employer contributions to benefits should be ***effective immediately for summer 2008***.

Eligibility criteria for part-time faculty summer or off-season employer contribution:

- (1) Work at one or more 4-year state colleges or universities an average of half-time or more over the three quarters or two semesters preceding the summer or off-season. Part-time faculty employed at more than one 4-year college or university are responsible for notifying each employer quarterly of the employee's multiple employers.
- (2) Work at least *some paid time* in each of the three quarters or two semesters preceding the summer or off-season, though it is not necessary to have worked ½ time or more in each of the three quarters or two semesters. If a part-time faculty member does not work in one of the quarters or semesters of the academic year or equivalent nine-month season, eligibility for summer or off-season employer contributions is lost.
- (3) Have a reasonable expectation of continued employment.

Please notify, in writing, all part-time faculty eligible under these criteria of their coverage.

¹"Academic year" means fall, winter, and spring quarters or fall and spring semester.