

Part 4
**Q &A Eligibility: Averaging Qualifying Months for Nonpermanent,
Career Seasonal, and Instructional Year Employees**
2/14/2008

1. How is Shared Leave calculated into an employee *qualifying* for eligibility?

All paid leave hours count in the calculation.

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3. How does overtime calculate into an employee qualifying for eligibility?

For overtime, the hours actually worked are to be used in the calculation (e.g., worked 1 hour overtime, paid for 1.5 hours). The 1.0 hours actually worked should be used in the calculation.

4. If an employee transfers from one agency to another before he or she qualifies for benefits, is the *qualification* clock re-set?

Yes. An employee must meet the eligibility criteria at a single employing entity. Except for part time faculty and academic employees, only the hours worked at one employing entity can be used in the averaging computation. (See Q#12 in Part 1 Q&A).

Employees CANNOT:

- a) Transfer their history of pay status from other employing entities when attempting to qualify for PEBB benefits (under the definitions of nonpermanent, career seasonal, and instructional year employees). They must be in a “nonterminated” position over the course of the qualifying months. That is, the nonpermanent employee must be retained by a single employing entity over the course of those qualifying months (see Q#7 in Part 1 Q&A). The exception to this is with “part time faculty” and “academic employees;” i.e. employees within the context of higher education. WAC 182-12-115 (5)(a)(iv).
- b) Achieve “half time or more” status by adding up hours at two or more employing entities where they work at the same time (“stacking”). The exception to this is with “part time faculty” and “academic employees;” i.e. employees within the context of higher education. WAC 182-12-115 (5)(a)(iv)

5. If an employee transfers from one agency to another *after* she has qualified for benefits, does she have to re-qualify at the new agency?

Persons may terminate their employment at one employing entity and rehire elsewhere but only if both employing entities use PEBB and both positions are PEBB eligible. Existing PEBB eligibility moves with the person among all four types of PEBB employing entities (state agencies, higher ed, K-12, and political subdivisions).

6. When does transferring require *re-qualification*?

“Transferring” requires re-qualification - a restarting of the qualification period - when:

- The change in employing entity occurs prior to the acquisition of benefits as outlined in question # 4 above.
- An employee voluntarily chooses to “transfer” (i.e., change jobs) to a non-eligible position within their current employer or at a new PEBB employing entity.