



MOLLOY UNIVERSITY

Policy # HR.205

Affordable Care Act

Responsible VP: VP for Finance, Treasurer

Responsible Office: Human Resources

Approved By: Cabinet

Approved: 07/01/2022

Effective Date: 07/01/2022

Scope: All Employees

Last Revised: 09/01/2014

Last Reviewed: 07/01/2022

AFFORDABLE CARE ACT

Initial measurement period – A designated period of not less than three months or more than 12 months used in determining whether a newly hired variable or seasonal employee is full-time. Molloy has elected to use a 3-month measurement period.

**Standard measurement period* – An annual designated period of not less than three months or more than 12 months used to determine whether an ongoing variable or seasonal employee is full-time. Molloy has elected to use a 12-month measurement period.

**Administrative period* – A period of up to 90 days for making full-time determinations and offering/implementing full-time employee coverage.

**Stability period* – An annual designated period of not less than six months (and not less than the corresponding measurement period) during which Molloy will offer affordable minimum essential health coverage to all full-time employees (30 hours or more). Molloy has elected to use a 12-month stability period.

**Full-time employees* – If a new employee is reasonably expected to average at least 30 hours per week at the time of hire, the employee will automatically be treated as full-time and offered group health coverage.

**Variable hour and seasonal employees* – A variable hour employee is someone whom the University cannot reasonably determine will average at least 30 hours per week at the time of hire. A seasonal employee would include anyone who works on a seasonal basis. Molloy will use the initial measurement period to determine whether a newly hired variable or seasonal employee actually averages at least 30 hours per week, and the standard measurement period to determine whether an ongoing variable or seasonal employee actually averages at least 30 hours per week. If the employee does average at least 30 hours per week during the initial measurement period or standard measurement period, Molloy will offer affordable minimum essential health coverage during the stability period.

**Transition from new to ongoing employee status* – Once a new employee has completed an initial measurement period and has been employed for a full standard measurement period, the employee must be tested for full-time status under the ongoing employee rules for that standard measurement period, regardless of whether the employee was full-time during the initial measurement period.

