TO: Supervisors of Student Employees

RE: Affordable Care Act and Student Employment

Central State University recognizes and deeply appreciates the important role and contributions our dedicated student employees play in the success of our University. As you may be aware, the Affordable Care Act (ACA), signed March 2010, has established health care eligibility which will impact the work schedules of some student employees.

The ACA requires employers with 50 or more full-time employees to offer health coverage to those employees as of January 1, 2014. To avoid penalties, the coverage must meet affordability and minimum value requirements. The ACA defines full time as averaging 30 plus hours per week.

The requirements of ACA have caused a need for the University to manage our human and fiscal resources differently so that we may remain viable and continue to achieve the University’s mission. Since the Act does not provide clear and complete rules and regulations, we have communicated with other colleges and consulted with legal counsel regarding its interpretation.

In anticipation of the implementation of portions of the Health Care Reform law in January 2014, Central State University is currently reviewing labor tables to identify non-benefit employees who may work more than 30 hours per week during seasonal periods.

The look-back/stability period will permit employers to determine an employee’s full time status by looking back at a defined 6 month consecutive calendar months to determine the employee averaged at least 30 hours of service over week (or 130 hours per month).

The University has carefully reviewed options to fulfill its obligations. At this time, in order to adhere to compliance under the ACA, Central State University will implement changes to work schedules for those student employees who are applicable, as beginning immediately, with an ultimate effective date of July 1st, 2013.

Although, student supervisors are requested to only give student employees 20 work hours per week, there are some students that have gone over the suggested time. If this circumstance were to occur during the look back period the supervisor’s department will have to pay the penalty ($3,000 per employee plus fees) for not offering coverage.

As further information unfolds regarding the ACA regulations, the above procedure may need to be modified. It is our hope to share information in a timely manner and to keep everyone up to date on any changes as they occur.

Please sign below to show that you are completely aware of the penalties that will occur if any of your student employees go above the allotted 30 hours per week.

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Student Supervisor            Supervisor