

Eligibility

- The basic elements
- Examples
- Effective January 1, 2007

The basic elements

- “Eligibility” means eligible for program membership
 - OPSRP Pension, IAP, Tier1/Tier2
- To become a program member, you must:
 - Be employed in a “qualifying” position
 - Complete a “waiting time” with one employer
 - Six full calendar months
 - No break greater than 30 working days
 - Continue the “employer-employee” relationship after completing the “waiting time”

The basic elements (cont)

- What makes a position “qualifying”?
 - The “qualification” basic rules:
 - 600 hours of service in a calendar year qualifies
 - Concurrent employment
 - OR**
 - Less than 600 hours in a full calendar year of employment does not qualify
 - Exceptions to the “qualification” basic rules:
 - “Partial year” exceptions
 - “Short segment “ exceptions
 - Each calendar year is evaluated separately

The basic elements (cont)

- With EDX 4.2, the employer determines “Hire Intent”
 - Would a person in this position normally work 600 hours or more in a calendar year?
- How “Hire Intent” is reported:
 - “Qualifying”
 - DTL1: Status code “01”
 - DTL2: Wage code “01” through waiting time and beyond
 - “Non-qualifying”
 - DTL1: Status Code “15”
 - DTL2: Wage Code “01” through waiting time, then Wage Code “02” beyond
 - A qualifying year won’t change employer’s hire intent

Retroactive “Hire Intent”

- Determining “Hire Intent” using records dated:
 - 5/7/07, forward (EDX 4.2)
 - The “Hire Intent” is determined by the employer designation
 - 1/1/05 to 5/6/07
 - Wage code 01 = intent is qualifying
 - Wage codes 02, 07 = intent is non-qualifying
 - 1/1/04 to 12/31/04
 - Wages reported as “subject” = intent is qualifying
 - Wages reported as “non subject” = intent is non-qualifying
 - Prior to 1/1/04
 - Notice of Employment stating expectation of 600 hours/year
- OR**
- Contributions for the 1st pay period after CSD = intent is qualifying
 - No contributions for the 1st pay period after CSD = intent is non-qualifying

The basic elements (cont)

- Definition of a “partial year”
 - The year of hire:
 - Begins no earlier than the *day after the first working day of the hire year* and ends on December 31st of that year
 - The year of separation:
 - Begins on January 1st of the separation year and ends no later than the *day before the last working day of the separation year*

The basic elements (cont)

➤ Partial year exceptions:

- Upon hire
 - Employer's Hire Intent determines qualification for hire year
- Upon separation
 - If 600 hours in prior year, segment qualifies
 - If less than 600 hours in prior year, employer's Hire Intent determines qualification for separation year

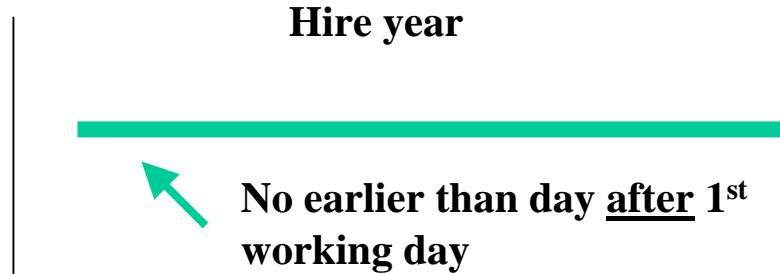
The basic elements (cont)

➤ Short segment exceptions:

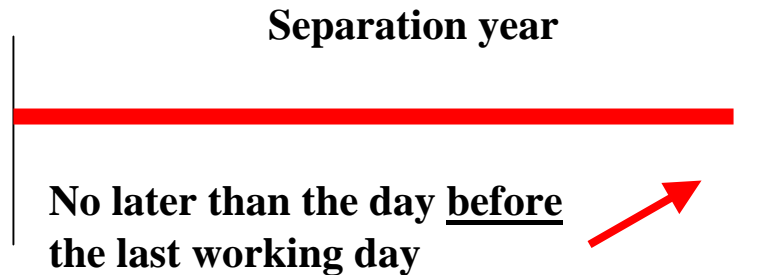
- Hired and separated in same calendar year
 - Worked less than full calendar year
 - Worked less than 600 hours
- Hired and separated in consecutive calendar years
 - Worked less than full calendar year in each year
 - Worked less than 600 hours in each year
- Employer's Hire Intent determines qualification

The basic elements (cont)

“Partial year”
exception- hire:

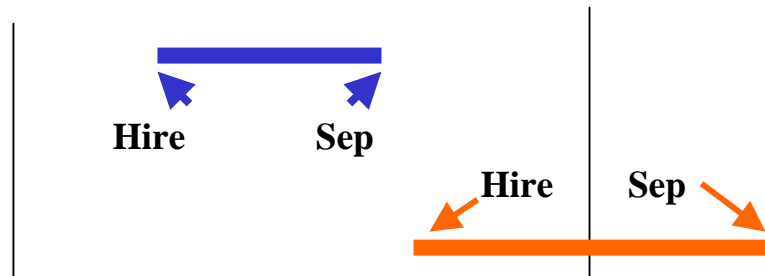


“Partial year”
exception- separation:



“Short Segment”:

- 1) Hire-Sep same year:
- 2) Hire one year, sep the next:



The basic elements (cont)

- What does membership do?
 - Permits accrual of Tier1/Tier2 creditable service
 - Permits accrual of OSPRP Pension retirement credit
 - Permits IAP member account contributions

How can I determine eligibility, and when contributions are due?

➤ What makes a position “qualifying”?

- The “qualification” basic rules:
 - Was a waiting time required and completed?
 - 600 hours of service in a calendar year qualifies
 - Concurrent employment

OR

- Less than 600 hours in a full calendar year of employment does not qualify
- Exceptions to the “qualification” basic rules:
 - “Partial year” exceptions
 - “Short segment “ exceptions
- Each calendar year is evaluated separately

In EDX Release 4.2 (Spring 2007):

Status Check Member Search

Search for a member to display their member contribution status.

Search for a Member

Enter Last Name: or SSN No: **Search**

Page# 1

SSN	Last Name	First Name	Plan	Contribution Status
*****3378	DEMETRY	JAMES	PERS Tier 1	Expecting contributions.
*****6324	DEMETRY	JOAN	PERS Tier 1	Expecting contributions.

Tell Me More

Disclaimer:

- The contribution status message is based on the current member account status. A member account status can change time.
- The message "Expecting contributions" makes the assumption that the member will work or is currently working with qua hours.

1. At hire, this screen will show you the employee's plan membership (Ch.238 Tier1/Tier2 or OPSRP) and whether contributions should start at hire, or a waiting time must be completed.

In EDX Release 4.2 (Spring 2007):

Working with : ASHLAND, CITY OF, 02104

Employee Eligibility Exception Reports

The reports below can be used to determine if corrective action is required to report an employee for regular wages and contributions (qualifying hours) or non-qualifying wages without contributions.

Please note that these reports are only updated once a week. When viewing the CSV file, the header row will state the date the information was pulled from the system.

[Learn more about eligibility reports](#)

Filter Your Report by Year

Enter year (YYYY):

Members Approaching Qualifying Hours Download CSV File

Members with Contributions Who may not Qualify Download CSV File

1. You can choose the year you want to examine.

2. This report will show members approaching qualifying hours, with no contributions

3. This report will show members with contributions and low hours with all employers.

These reports will show posted and un-posted hours with you and all other PERS employers for the year selected. Members appear on these reports when they reach 550 hrs in the selected year.

Examples

- New hire and existing member
- Three levels:
 - Beginner
 - Intermediate
 - Advanced

New Hire examples

- A new hire must complete a waiting time
 - Never employed by a PERS-participating employer
 - Failed to complete a previous waiting time
 - Withdrawal
 - Loss of Membership

Existing member examples

- An existing member does not need to complete a waiting time
 - Previously completed a waiting time
 - Did not withdraw

Examples

➤ Beginner

Example #1

Bill is a new hire. He has never worked in a PERS-covered position. Bill is hired 6/1/07 into a qualifying position and works 600 hours, terminating on 12/31/2007.

Did Bill become an active member? Yes No

What is the EDX Contribution Start Date (CSD)? _____

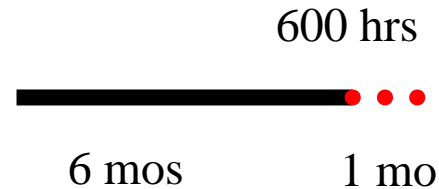
New Hire into a qualified position, single employer

ER1: Hired 6/1/2007

Hire Intent: Qualifying

Terminated 12/31/2007

2007



Contribution start date: 12/1/2007

IAP contributions: yes

Reason: Completed waiting time & had 600 hrs. service in the calendar year

Example #2

Bill is a new hire. He has never worked in a PERS-covered position. Bill is hired 6/1/07 into a qualifying position and works 599 hours, terminating 11/30/2007

Did Bill become an active member? Yes No

What is the EDX Contribution Start Date (CSD)? _____

New Hire into a qualified position, single employer

ER1: Hired 6/1/2007

Hire Intent: Qualifying

Terminated 11/30/2007

2007

599 hrs

6 mos.

IAP contributions: No

Reason: Despite employer designation, the waiting time was not completed.

Example #3

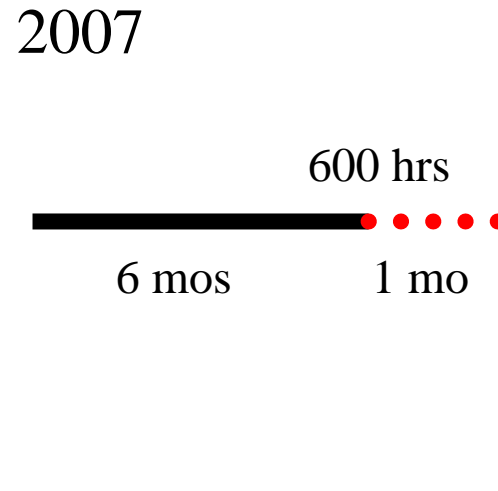
Bill is a new hire. He has never worked in a PERS-covered position. Bill is hired 6/1/07 into a non-qualifying position and works 600 hours, terminating 12/31/2007

Did Bill become an active member? Yes No

What is the EDX Contribution Start Date (CSD)? _____

New Hire into a non-qualified position, single employer

ER1: Hire date: 6/1/2007
Hire Intent: Non-qualifying
Termination date: 12/31/2007



Contribution start date: 12/1/2007

IAP contributions: Yes, 12/1 –12/31/2007

Reason: Even though the position was designated non-qualifying, the employee had 600 hrs of service in the calendar year, which made the position qualifying. The waiting time was completed and the “employer-employee” relationship continued.

Examples

➤ Intermediate


Example #4

Bill is a new hire. He has never worked in a PERS-covered position. Bill is hired by Employer 1 on 8/1/07 into a non-qualifying position and works 200 hours in 2007. Bill continues working into 2008 in that non-qualifying position and works 600 hours in 2008, terminating 3/31/2008.

Did Bill become an active member? Yes No

What is the EDX Contribution Start Date (CSD)? _____

New Hire into a non-qualified position, multiple years

	2007	2008
	5 mos	3 mos
		
ER 1: Hired: 8/1/2007	200 hrs	600 hrs
Hire Intent: Non-qualifying		
Terminated: 3/31/2008		

IAP contributions: 2007: No 2008: No

Reason: Even though 600 hrs service was completed in 2008, neither the “partial year” exception upon hire nor the “short segment” exception can be used to include 2007 in the waiting time because 2007 was designated non-qualifying. The member did not complete 6 months waiting time in 2008; membership is not established and no IAP contributions are due.

Example #5

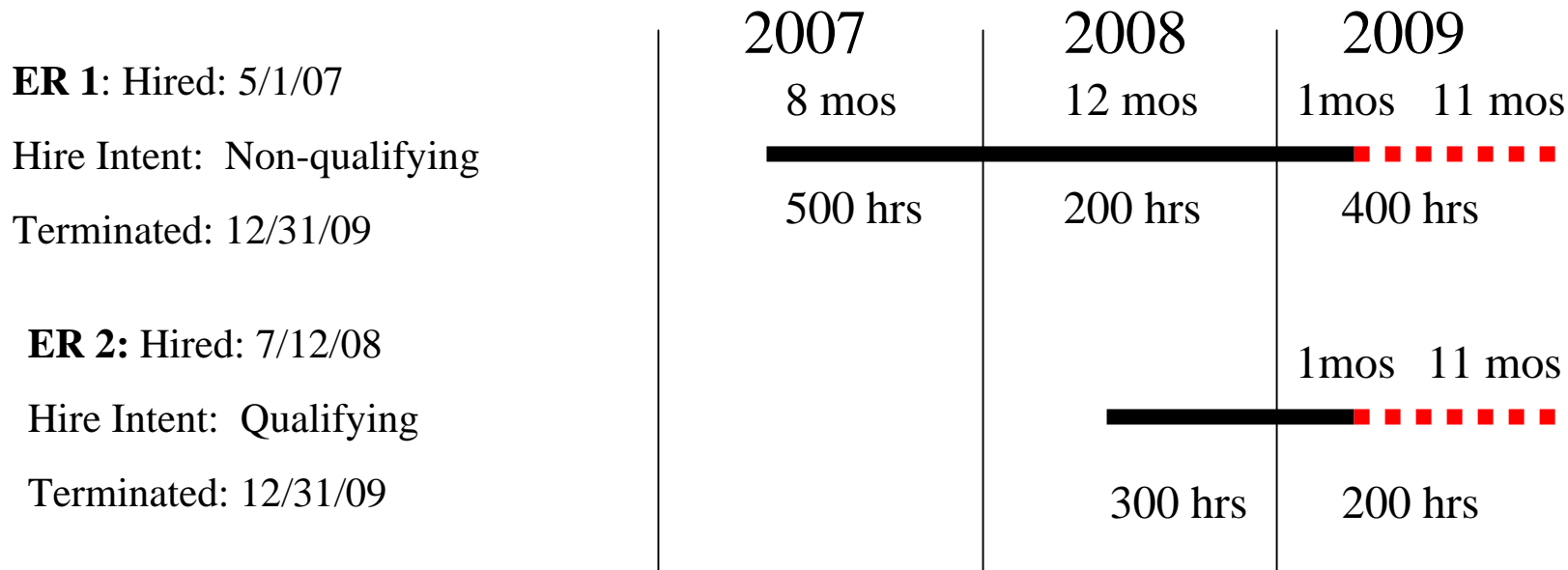
Bill is a new hire who has never worked in a PERS-covered position. Bill is hired by Employer 1 on 5/1/07 into a non-qualifying position and works 500 hours in 2007. Bill continues working into 2008 in that non-qualifying position , working 200 hours in 2008, and continues working into 2009 in the same position, working 400 hours in 2009, and terminating 12/31/09.

While working for Employer 1, Bill also hired by Employer 2 on 7/12/08 into a qualifying position. Bill works 300 hours in 2008 for Employer 2, continues into 2009 in the same position, works 200 hours in 2009, terminating 12/31/09

Did Bill become an active member? Yes No

What is the EDX Contribution Start Date (CSD)?_____

New Hire into qualified and non-qualified positions, multiple years, multiple employers



Contribution start date: 2/1/09

IAP contributions: 2007: ER1 no 2008: ER1 & ER2:no 2009: ER1 & ER2: yes

Reason: 2007 is a partial year, but ER1 hire intent is non-qualifying. 2008 does not qualify for ER1 due to full-year employment less than 600 hrs. for the calendar year confirming ER1 non-qualifying hire intent. 2008 is qualifying for ER2 due to “partial year” upon hire exception and qualifying hire intent; the “waiting time” begins 8/1/08 with ER2, completes 2/1/09, the employer-employee relationship continues, and membership is established effective 2/1/09. 2009 is a qualifying year for both positions due to 600 hrs. service; 2009 contributions for ER1 & ER2 are due, beginning 2/1/09.

Example #6

Bill is an existing member. Bill is hired 10/1/07 into a qualifying position and works 400 hours in 2007. Bill continues working, works 400 hours in 2008, terminating on 4/1/2008.

Did Bill receive contributions? Yes No

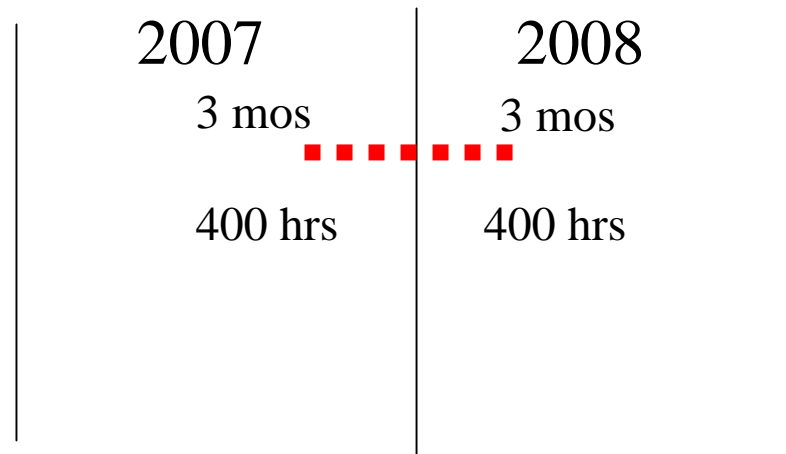
For what period did Bill receive contributions? _____

Existing member hired into a qualified position, multiple years

ER 1: Hired: 10/1/2007

Hire Intent: Qualifying

Terminated: 04/01/2008



IAP contributions: 2007: Yes 2008: Yes

Reason: Position is designated qualifying by the employer so “short segment: consecutive calendar years” exception applies, and IAP contributions are due.

Examples

➤ Advanced

Example #7

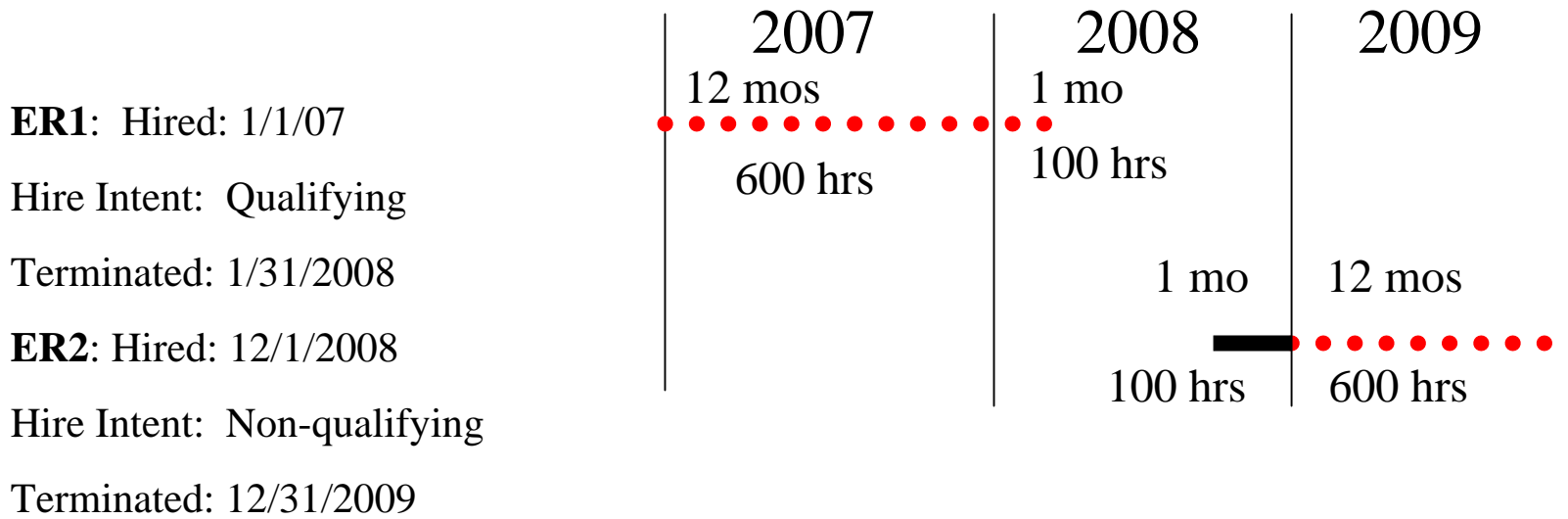
Bill is an existing member. Bill is hired 1/1/07 into a qualifying position with Employer 1 and works 600 hours in 2007. Bill continues working for Employer 1, works 100 hours in 2008 and terminates on 1/31/2008.

Bill is then hired into a non-qualifying position with Employer 2 on 12/1/08 and works 100 hours in 2008. Bill continues working for Employer 2, works 600 hours in 2009 and terminates with Employer 2 on 12/31/2009.

Did Bill receive contributions? Yes No

For what period did Bill receive contributions? _____

Existing member hired into a qualified position, separating, hired into a non-qualifying position, multiple years, multiple employers



IAP contributions: 2007: ER1 - Yes 2008: ER1 - Yes, ER2 - No 2009: ER2 - Yes

Reason: 2007 is qualifying due to 600 hrs service, and IAP contributions are due. In 2008, IAP contributions are due for ER1 (“partial year” upon separation exception). For ER2 in 2008, the position is designated “non-qualifying” and “partial year” exception on upon hire does not apply. 2009 is qualifying due to 600 hours service and IAP contributions are due.

Example #8

Bill is a new hire. He has never worked in a PERS-covered position. Bill is hired into a qualifying position by Employer 1 on 1/1/2007, working 500 hours and terminates on 5/31/2007.

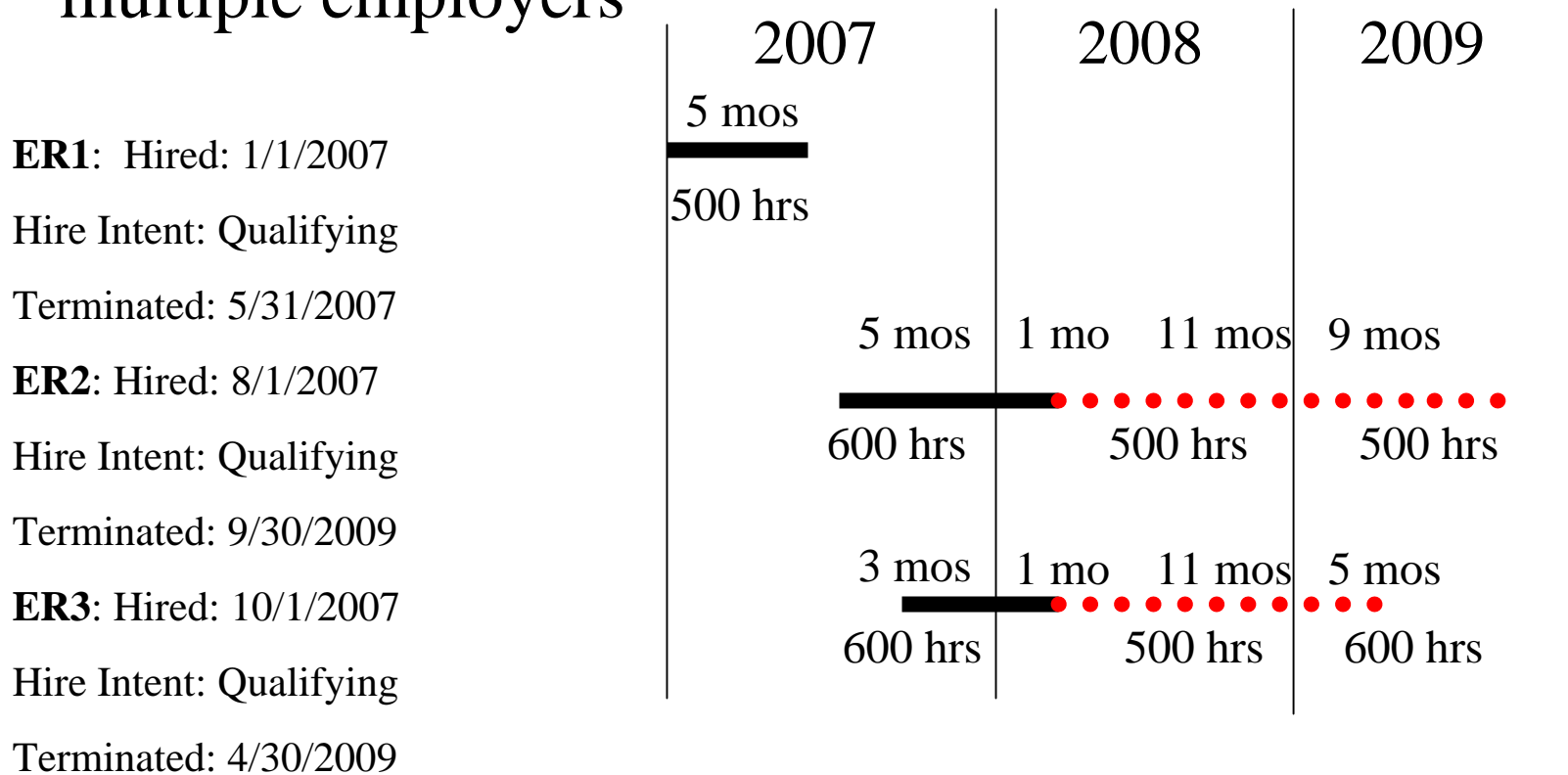
Bill is then hired by Employer 2 on 8/1/07 into a qualifying position, works 600 hours in 2007, continues into 2008, working 500 hours, and into 2009, working 500 hours. Bill terminates with Employer 2 on 9/30/2009.

While working for Employer 2, Bill is also hired into a qualifying position with Employer 3 on 10/1/2007, working 600 hours in 2007 with Employer 3. Bill continues with Employer 3 into 2008 in that qualifying position, working 500 hours in 2008, continues working into 2009 in the same position, working 600 hours in 2009, and terminating 4/30/2009.

Did Bill become an active member? Yes No

What is the EDX Contribution Start Date (CSD)? _____

New Hire into a qualified position, multiple years, multiple employers



Contribution start date: 2/1/2008

IAP contributions: 2007: No 2008: ER2 & ER3: Yes 2009: ER2 & ER3: Yes

Reason: In 2007, the 6 full calendar months “waiting time” was never completed with any single employer and no IAP contributions are due. For 2008 & 2009, combined hours exceed 600. In 2007, the “partial year exception upon hire” applies, and the “waiting time” is considered completed with ER2 and membership established on 2/1/2008. For IAP contributions, active membership began in 2008; 2008 & 2009 each exceeded 600 hours by concurrent service, and contributions are due for 2008 & 2009.

Example #9

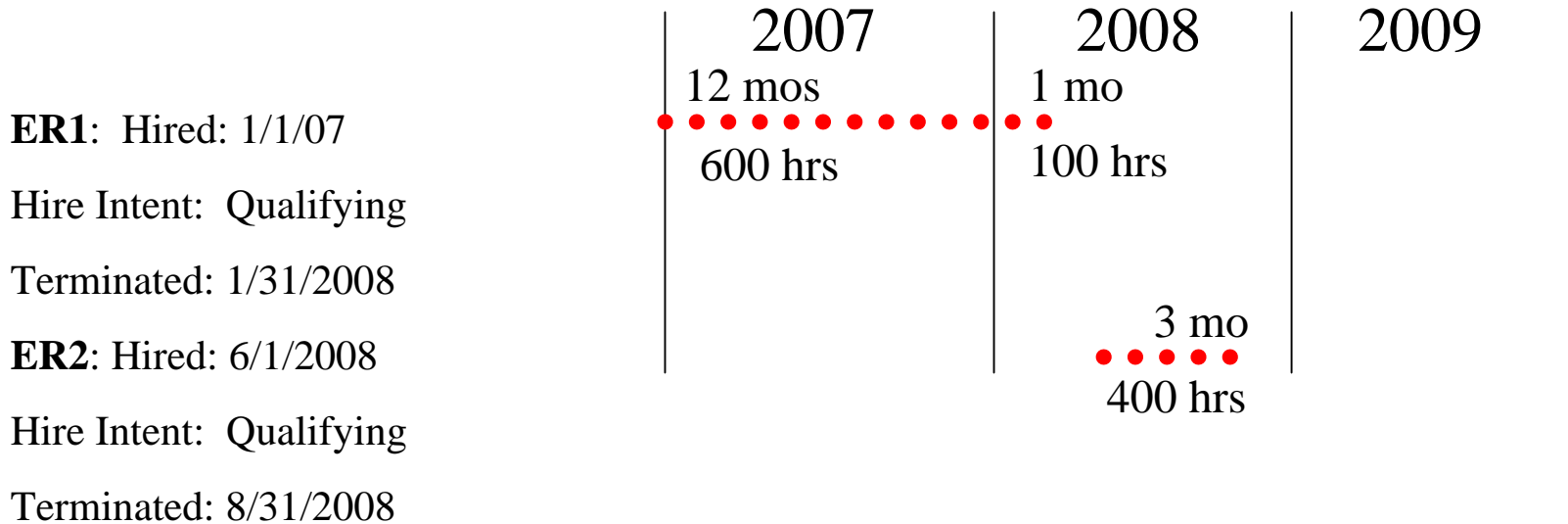
Bill is an existing member. Bill is hired 1/1/07 into a qualifying position with Employer 1 and works 600 hours in 2007. Bill continues working for Employer 1, works 100 hours in 2008 and terminates on 1/31/2008.

Bill is then hired into a qualifying position with Employer 2 on 6/1/08, works 400 hours in 2008, and terminates with Employer 2 on 8/31/2008.

Did Bill receive contributions? Yes No

For what period did Bill receive contributions? _____

Existing member hired into a qualified position, separating, hired into a short-term qualified position, multiple years, multiple employers



IAP contributions: 2007: ER1 - yes 2008: ER1 & ER2 - yes

Reason: 2007 is qualifying due to 600 hrs service. IAP contributions are due. In 2008, IAP contributions are due for ER1 (“partial year” upon separation exception) and ER2 (“short segment” exception).

Example #10

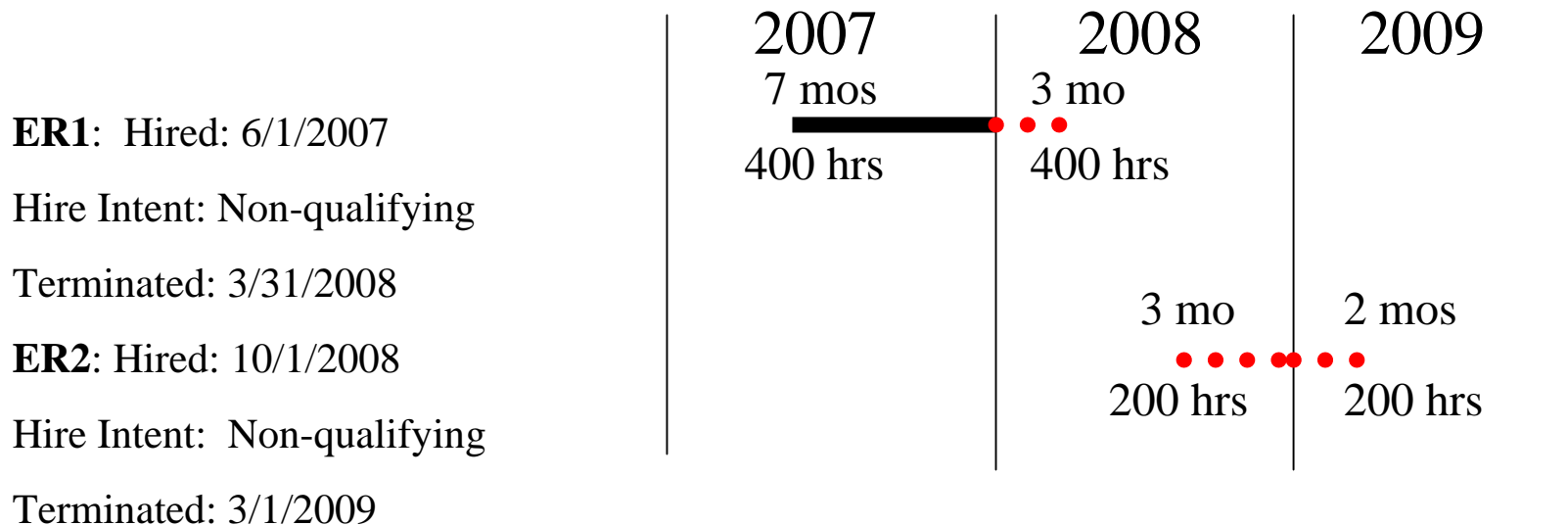
Bill is an existing member. Bill is hired 6/1/07 into a non-qualifying position with Employer 1 and works 400 hours in 2007. Bill continues working for Employer 1, works 400 hours in 2008 and terminates on 3/31/2008.

Bill is then hired into a non-qualifying position with Employer 2 on 10/1/08, and works 200 hours in 2008. Bill continues working for Employer 2, works 200 hours in 2009 and terminates with Employer 2 on 3/1/2009.

Did Bill receive contributions? Yes No

For what period did Bill receive contributions? _____

Existing member hired into non-qualified positions, multiple years, multiple employers



IAP contributions: 2007: ER1 – No 2008: ER1 & ER2 - Yes 2009: ER2 - Yes

Reason: 2007 is employer-designated non-qualifying and 600 hours service is not reached; Neither “partial year exception upon hire” nor “short segment exception” qualify position in 2007. IAP contributions are not due. In 2008, concurrent employment totaling 600 hrs makes the year qualifying and IAP contributions are due for ER1 and ER2. 2009 is qualifying due to “partial year” upon separation exception; IAP contributions are due.

Questions?

