IT1/CONTRACT FIELD & IT171 ELIGIBILITY GUIDE
FOR TEMP EMPLOYEES
JOB AID BEN-18

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Purpose: The purpose of this document is to provide appropriate IT0001 work contract field and IT171 benefit program coding for Temporary employees. This includes Rehired Retiree Temps and Rehired Retiree PT-Perm/Prob/TmLtd employees to ensure appropriate ACA status and benefit eligibility.

Regular Temporary Employees Contract Field & IT171 Eligibility Guide			
	Codes to be used for Regular Temporary Employees who are NOT rehired retirees		
IT1/CF Code	A1	A2	A3
IT1/CF Text	ACA Full-Time (>= 30 hours/week)	ACA Non-Full-Time (< 30 hours/week)	ACA Seasonal (to be employed < 6 months)
ACA Status	>30	<30	<30
IT171	ACA/ B011*	NOB / B011*	NOB / B011*
eBenefits Employment Status Category	Direct Bill Non-Perm FT	Not Eligible	Not Eligible
Eligible SHP Plan	HDHP	N/A	N/A
Full Definition	- Hired with the expectation of working 30 or more hrs/wk - Eligible for benefits under ACA for the HDHP plan	- Hired with the expectation of working less than 30 hrs/wk - Not eligible for benefits under ACA	- Hired as a Seasonal employee to be employed < 6 months; work expectation may be 30 or more OR less than 30 hrs/wk - Not eligible for benefits under ACA
	*2nd Program Grouping (B011) may be different based on the employee's Agency or retiree status: B001 – Judicial, B002 – DPI, etc.		

Rehired Retiree (RT) IT1/Contract Field & IT171 Eligibility Guide				
Rehired Retiree Group	**Rehired retiree temps from TSERS, CJRS, LEORS, ORP, Public Schools** • **All Subject to earnings limits** • **Must report to ORBIT** **All participate in SHP**		**All Other Rehired Retiree Temps** • **All Exempt from Earnings limits** • **Do not need to report to ORBIT** • **Includes:** • **Local/County/City Govt*** • **LGERS*** • **Federal Govt** • **Military (Natl G, Army, Marines, etc.)** • **Local Community Colleges*** • **Private Industry** **Some participate in SHP*		
	Codes to be used for Rehired Retiree Temps and Rehired Retirees in a PT-Perm/Prob/TmLtd positions				
IT1/CF Code	RS	R2	RO	R3*- participate in SHP	R4
IT1/CF Text	Ret Sub to Lmt	ACA**RetSub**30+Hrs	Ret Non-NC Govt	ACARet**NoG**30+HRS	ACARet**Pri**30+HRS
ACA Status	<30	>30	<30	>30	>30
IT171	NOB / B006	ACA / B006	NOB / B006	ACA / B006	ACA / B011
eBenefits Employment Status Category	Not Eligible	Direct Bill Non-Perm FT (Retiree)	Not Eligible	Direct Bill Non-Perm FT (Retiree)	Direct Bill Non-Perm FT
Eligible SHP Plan	Can remain in retiree coverage	*Must dis-enroll* in SHP retiree coverage but eligible for 70/30 or 80/20	Can remain in retiree coverage	*Must dis-enroll* in SHP retiree coverage but eligible for 70/30 or 80/20	Can remain in retiree coverage but eligible for HDHP
Full Definition	- Rehired Retiree from a TSERS, LEORS, CJRS, ORP or Public School employer	- Rehired Retiree from a TSERS, LEORS, CJRS, ORP or Public School employer	- Rehired Retiree from a private industry, local/city/county/federal	- Rehired Retiree from one of the employers listed above *that*	- Rehired Retiree from a private industry, local/city/county/federal govt, military or local community college that

- Subject to earnings limits, therefore, must be reported to ORBIT - Rehired with the expectation of working less than 30 hrs/wk - Not eligible for benefits under ACA - Can remain in the retiree health insurance	- Subject to earnings limits, therefore, must be reported to ORBIT - Rehired with the expectation of working 30 or more hrs/wk - Eligible for benefits under ACA - *Must dis-enroll* in SHP retiree health insurance or take a 13-week break - Eligible to enroll in **70/30, 80/20** or a Marketplace plan	govt, military or local community college - Exempt from earnings limits, therefore, does not need to be reported to ORBIT - Rehired with the expectation of working less than 30 hrs/wk - Not eligible for benefits under ACA - Can remain in the retiree health insurance	*participates in SHP for retiree hlth ins* - Exempt from earnings limits, therefore, does not need to be reported to ORBIT - Rehired with the expectation of working 30 or more hrs/wk - Eligible for benefits under ACA - *Must dis-enroll* in SHP retiree health insurance or take a 13-week break - Eligible to enroll in **70/30, 80/20** or a Marketplace plan	DO NOT participate in SHP for retiree hlth ins - Exempt from earnings limits, therefore, does not need to be reported to ORBIT - Rehired with the expectation of working 30 or more hrs/wk - Eligible for benefits under ACA - Eligible to enroll in **HDHP**

NOTE:
- The IT0001/contract field will auto-populate based on what ACA status is entered on the PCR during the action.
    - Currently the PCR ACA status options include:
        - ACA Full Time (>= 30 hours/week) = A1
        - ACA Non-Full Time (<30 hours/week) = A2
        - ACA Seasonal (to be employed < 6 mos) = A3
        - ACARetSub (>30 hours/wk) = R2
        - ACARetNoG (>30 hours/wk) = R3
        - ACARetPri (>30 hours/wk) = R4
        - Ret Non-NC Govt (< 30 hours/wk) = RO
        - Ret Sub to Lmt (<30 hours/wk) = RS
    - A1/A2/A3 are used for Regular Temp Employees, NOT rehired retiree temps.
    - RS/R2/RO/R3/R4 are used for Rehired Retiree Temps.

- NOTE: RE/R1 are no longer being used.
- The IT0171 benefit program groupings will auto-populate based on the IT0001 contract field.
- The IT0171 program groupings generate profiles on the benefits demographic file that is sent to Benefitfocus/eBenefits. These profiles generate which plans in eBenefits will populate for enrollment.
- Once enrollment is completed in Benefitfocus/eBenefits, the plan will transfer to BEACON into the IT0167 Health Plans record.
- The IT0171 data and IT0167 data is what determines how the 1095c form data is populated for submission to the IRS to show:
  - Eligible employees
  - Offers of coverage provided, and
  - Health Plan enrollments.