

## **PART II**

### **General Eligibility Provisions**

## 1. Eligibility

### A. Employee and Postdoctoral Scholar Eligibility

Eligible Employees and Eligible Postdoctoral Scholars may qualify for one of several benefit packages (Full, Mid-level, Core, Postdoctoral Scholar Benefits Program) or no benefits at all. The specific package(s) applicable to each plan, as well as operational details and eligibility examples are listed in Administrative Supplement II-A.

1. **Initial Eligibility Determination** – In order to become *initially eligible* for benefits, the newly hired Employee's or Postdoctoral Scholar's appointment is evaluated using the following factors: appointment type, membership in UCRP, appointment percentage, and appointment duration. If the employee or postdoctoral scholar does not meet the criteria, the employee or postdoctoral scholar is not *initially eligible* for benefits.
  - a. **Appointment Type** – The “appointment type” defines the eligible group to which an Employee/Postdoctoral Scholar must belong and identifies the criteria that apply in order to be considered eligible.

The following Appointment Types are eligible under Faculty/Staff Group A Percentage and Duration criteria in the chart below:

- Appt. Type 1: Contract
- Appt. Type 2: Regular/Career
- Appt. Type 3: Limited
- Appt. Type 5: Academic (except those with a CTO of 400–499), including Unit 18 employees under title code 1550
- Appt. Type 7: Partial Year/Career
- Appt. Type 8: Floater

The following Appointment Types are eligible under Postdoctoral Scholar Group A Percentage and Duration criteria in the chart below:

- Postdoctoral Scholar –Employee (title code 3252)
- Postdoctoral Scholar – Fellow (title code 3253)
- Postdoctoral Scholar – Paid Direct (title code 3254)
- Postdoctoral Scholar – Nonexempt Employee (title code 3255)
- Postdoctoral Scholar – Interim Employee (title code 3256)

The following Appointment Types are eligible under Group B Percentage and Duration criteria in the chart below:

- Appt. Type 4: Casual/Restricted (Students)<sup>1</sup>
- Appt. Type 5: Academics with a CTO of 400–499

<sup>1</sup> A specific group of employees within Appt. Type 4 may participate in the non-student UC-sponsored Dependent Care Flexible Spending Account (DepCare FSA) plan for faculty and staff Employees. See Section 9002 in Flexible Spending Account for additional detail.

- Appt. Type 6: Per Diem
- Seasonal Employees
- Graduate Students
- Those paid solely “by agreement,” or by stipend, with the exception of Unit 18 employees under title code 1550

The following Individuals belonging to groups listed below are not eligible for coverage under the Faculty and Staff Benefits Program’s or the Postdoctoral Scholars’ Benefits Program’s group health and welfare plans. These categories include but are not limited to the following:

- Individuals not classified by the University as Employees<sup>2</sup>;
- Individuals classified by the University as Employees of any entity other than the University;
- Individuals classified by the University as an independent contractor or Independent consultant, or non-Employee consultant;
- Residents/Housestaff/Fellows offered benefits through locally managed benefit programs or UCHealth;
- Individuals who have been separated and subsequently appointed to a “without salary” position for purposes of research affiliation (e.g., Emeritus Professor, WOS);
- Individuals who have retired from UC employment and are eligible for coverage through UC’s retiree insurance program but who return to work in limited appointments, see Section II.1.A.1.f. for additional detail.

b. **Membership in UCRP or Retirement Choice Program** –

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<sup>2</sup> An individual who is not classified by the University in its discretion as an employee under Section 3121(d) of the Internal Revenue Code (relating to the definition of “employee”) (including, but not limited to, an individual classified by the University as an independent contractor or independent consultant or non-employee consultant) and an individual who is classified by the University, in its discretion, as an employee of any entity other than the University or its affiliate, Hastings College of the Law, does not meet the definition of Eligible Employee and is ineligible for benefits under the Faculty and Staff Benefits Program’s or the Postdoctoral Scholars’ Benefits Program’s group health and welfare plans, even if the classification by the University is determined to be erroneous, or is retroactively revised.

For the purpose of the preceding sentence, except for postdoctoral fellows (TC 3253) and postdoctoral scholars “paid direct” (TC 3254), an individual shall be treated as not “classified as an employee” for any period if the payments to that individual by the University for services are not initially treated by the University as subject to the federal withholding taxes and reporting obligations that apply to payments of “wages” to employees under Section 3121(d) of the Internal Revenue Code.

For avoidance of doubt, pursuant to the applicable collective bargaining agreement, postdoctoral fellows (TC 3253) and postdoctoral “paid direct” (TC 3254) are eligible for Postdoctoral Scholars’ Benefit Program’s group health and welfare plans even if postdoctoral fellows and postdoctoral “paid direct” do not receive a Form W-2.

The foregoing sets forth a clarification of the intention of the University regarding participation in the Plan for any Plan Year, including Plan Years prior to the amendment of this definition of “Eligible Employee”;

- i. **UCRP** – Employees in a UCRP-eligible appointment are eligible for the Full benefits package, as of the first day of membership in a UCRP-eligible appointment. Historically, small, defined groups of other retirement systems' members (CalPERS, FCSRS, FERS, CalSTRS, SCERS, and OCERS) were also eligible for the Full benefits package – see Administrative Supplement II-B for the definition of each group.
- ii. **Retirement Choice Program** – Employees in an appointment that is eligible for the Retirement Choice Program are eligible for the Full benefits package, as of the first day of eligibility for Retirement Choice.

If there is no retirement plan membership, analysis of appointment percentage and duration is required to establish eligibility for a benefits package.

- c. **Appointment Percentage and Duration** – Employees and Postdoctoral Scholars are eligible for the benefits package for which appointment percentage and duration qualify, based on the percentage and duration chart below, applying applicable guidelines for calculating percentage below.

If an appointment has an end date to reflect funding or visa restrictions, but is intended to be indefinite or last for at least 12 months, it may be viewed as indefinite. In PPS, assign an Appointment Duration Code “B” or “V.”

“B” – the appointment end date is for “budget purposes only.”

“V” – the appointment end date is for “visa purposes.”

The appointment percentage and duration for appointments on Short Work Break will **not** be included when evaluating eligibility.

- d. **1000/750 Hour Rule**
  - i. Employees who are ineligible for benefits or eligible for Mid-Level or Core Benefits can gain eligibility for Full Benefits based on the accumulation 1,000 eligible hours or 750 hours for a Non-Senate Instructional Unit in a rolling 12-month period.
  - ii. For eligibility of an employee rehired following an employment break, the accumulation of the 1000/750 hours will be based on the 12 months preceding the date of appointment. For employees who are rehired solely into a Group B appointment or rehired as a Rehired Retiree, the accumulation of 1000/750 hours in the 12 months preceding the rehire does not apply and will not meet eligibility for Full Benefits.
  - iii. Full Benefits Eligible Employees Only – if a Full Benefits Eligible employee does not meet or exceed an average weekly hours of service threshold of 17.5, but has 1000/750 hours on the effective

date of disenrollment, the employee will be allowed to continue enrollment in Full Benefits.

GROUP A FACULTY/STAFF PERCENTAGE and DURATION CHART: INITIAL ELIGIBILITY

<b>BENEFIT PACKAGE</b>	<b>Combined Appointment % and Duration</b>	<b>UCRP Membership Required?</b>	<b>Examples</b>
<b>FULL</b>	50% or more and 12 months or more  Accumulation of 1,000-eligible hrs (or 750 hrs for Non-Senate Instructional Unit) in a rolling 12-month period.	YES	Assistant I, appointed indefinitely at 75% time  Director, 07/01/14 – 06/30/15 at 75% time
<b>MID-LEVEL</b>	50% or more and 12 months or more  100% and 3 months or more, but less than one year	NO	Visiting Scholar, 07/01/14 to 06/30/15 at 50% time  Lecturer, 10/01/14 – 12/31/14 (3 months) at 100%
<b>CORE</b>	43.75% or more but does not satisfy % and duration for BELI 1, 2, or 3	NO	Senior Clerk, one month, 100% Employee appointed at 49% indefinitely  Lab Assistant 09/02/14 – 11/30/14 at 100% (less than 3 months)
<b>NO BENEFITS</b>	Less than 43.75%	NO	Assistant I, 5 hours/week

**GROUP A POSTDOCTORAL SCHOLAR PERCENTAGE and DURATION CHART: INITIAL ELIGIBILITY**

<b>BENEFIT PACKAGE</b>	<b>Combined Appointment % and Duration</b>	<b>UCRP Membership Required?</b>	<b>Examples</b>
<b>POSTDOC BENEFITS PACKAGE</b>	50% or more and 12 months or more  75% and 3 months or more, but less than one year	NO	Postdoctoral Scholar – Employee (title code 3252), 07/01/14 to 06/30/16 at 100%  Postdoctoral Scholar – Nonexempt Employee (title code 3255), 10/01/14 to 12/31/14, 100%
<b>NO BENEFITS</b>	DOES NOT MEET THE REQUIREMENTS FOR POSTDOC BENEFITS PACKAGE ABOVE	NO	Postdoctoral Scholar – Paid Direct (title code 3254), 07/01/14 to 06/30/15 at 40%

## GROUP B PERCENTAGE and DURATION CHART: INITIAL ELIGIBILITY

BENEFIT PACKAGE	Combined Appointment % and Duration	UCRP Membership Required?	Examples
<b>CORE</b>	75% or more for 3 months or more	NO	Student with two appointments, totaling 75% or more indefinitely  Assistant I, 15 hours/week, 07/01/2016 – 09/30/2016 (student title) PLUS Assistant I, 15 hours/week), 07/01/2016 – 09/30/2016 (student title) = 75% time indefinitely  Nurse, Per Diem, 90% indefinitely
<b>NO BENEFITS</b>	75% for less than 3 months  Less than 75%  Seasonal Employees	NO	Recreation Instructor, 3 hours per week  Agricultural Worker

e. **Appointment Extensions, Consecutive Appointments, Variable Appointments, and Concurrent Appointments**

i. Appointment Extension

1. If an Employee or Postdoctoral Scholar has their current appointment percentage changed and/or duration extended **and** the change results in a higher level benefits package, the effective date of the new benefits package will be the effective date of the appointment extension.

For example: Employee or Postdoctoral Scholar has one appointment at 100% from 01/01/14 until 05/31/14. Determine benefits eligibility on 01/01/14 using only the 5-month duration. An extension of the appointment is effective 03/01/14, with a new end date of 12/31/14. On 03/01/14, consider the new appointment of 01/01/14 – 12/31/14 and re-determine the benefits package, effective 03/01/14.

ii. Consecutive Appointments

1. Consecutive Appointments Known at Date of Hire: If an Employee or Postdoctoral Scholar is given multiple

appointments that run consecutively without an employment break, and you know about both appointments at the time of hire, evaluate the appointment percentages. If both appointment percentages are **50% or more**, combine the appointment durations to determine the benefits package, effective with the date of hire. If one or more the appointment percentages are less than 50%, evaluate the individual appointments to determine benefit eligibility. If the employee meets benefit eligibility, the effective date will be the first day of the benefit eligible appointment.

If there is a one day employment break between the Consecutive Appointments, appointments will **not** be combined for purposes of determining benefit eligibility.

- a. Example where both appointments are 50% or more: An employee has two consecutive appointments. The first appointment starts 01/01/14 and ends 05/31/14, and is 60%. The second appointment starts 06/01/14 and ends 12/31/14, and is 80%. Since both appointments are over 50%, the appointment durations can be combined. The combined appointments make the employee eligible for Full Benefits, effective 01/01/14.
- b. Example where one appointment is less than 50%: An employee has two consecutive appointments. The first appointment starts 01/01/14 and ends on 05/31/14, and is 40%. The second appointment starts on 06/01/14 and ends 12/31/14 at 60%. Since one appointment is below 50%, the individual appointments are evaluated to determine benefit eligibility. The first appointment does not meet initial eligibility requirements. The second appointment does meet eligibility for Core Benefits, effective 06/01/14.

2. Consecutive Appointments Acquired: If an Employee or Postdoctoral Scholar acquires a consecutive appointment that will run without an employment break, re-evaluate benefit eligibility to determine if the employee is eligible for a new benefits package. If the first appointment's percentage is less than 50%, then benefit eligibility will be re-evaluated solely on the subsequent appointment. If the first appointment's percentage was 50% or more, the appointment durations will be combined when eligibility is re-evaluated. The appointment percentage threshold of 50% or more will be deemed satisfied.

If the employee becomes newly eligible for Core or Mid-level Benefits or a postdoctoral scholar becomes newly eligible for Postdoctoral Scholar Benefits, the effective date of the new benefits package will be the start date of the subsequent



appointment. If the employee becomes eligible for Full Benefits, the effective date of the new benefits package will be the date the subsequent appointment was acquired.

- a. Example where first appointment is less than 50%: The employee has one appointment that starts 01/01/14 and ends 05/31/14, set at 33%. On 02/01/14, the employee acquires a second appointment that starts on 06/01/14 and ends 12/31/14 at 50%. Since the previous appointment is below 50%, the duration of the previous appointment is disregarded. Benefit eligibility is re-evaluated based on the second appointment. Since the acquisition of the second appointment results in a benefits package of Core Benefits, the effective date of Core Benefits will be 06/01/14.
- b. Example where both appointments are 50% or more: An employee has one appointment that starts of 01/01/14 and ends on 05/31/14, set at 60%. On 03/1/014, the employee acquires a second appointment that starts on 06/01/14 and ends on 12/31/14, set at 50%. The first appointment meets eligibility for Core Benefits. On 03/01/14, benefit eligibility will need to be re-determined. Since the first appointment is 50% or more, the first appointment's duration will be combined with the second appointment's duration. Because both appointments have an appointment percentage of 50% or more, the employee satisfies the appointment percentage threshold for 50% or more. If both appointments meet eligibility for UCRP, the employee is eligible for Full Benefits, effective 03/01/14. If neither appointment or only one appointment meets eligibility for UCRP, the employee is eligible for Mid-level Benefits, effective 06/01/14.

iii. Variable Appointments – Unit 18 Only

1. Academic Year Appointments

- a. If an Employee represented by Unit 18 has an academic year appointment (July 1 through June 30) with different levels of percent time (greater than zero) in each quarter or semester, the appointment should be treated as a variable time appointment and benefits eligibility based on the average percent time for the total year's appointment.
  - i. For example: Employee has a 33% appointment during the Fall, 100% during the Winter, and 67% during the Spring. The

average (67%) is used. In this case, the employee is eligible for Full Benefits.

- b. If an Employee represented by Unit 18 has an academic year appointment with different levels of percent time (greater than zero) and the levels of percent changes during the academic year appointment, benefit eligibility will be re-determined based on the average percent time for the total year's appointment. If the employee is eligible for a new benefit package, the new benefit package will be effective the first day of the month following the benefit eligibility re-determination.

## 2. Term-By-Term Appointments

- a. If an Employee represented by Unit 18 (Lecturers) has employment commitments term-by-term (i.e. subsequent quarters are not known at the time of first quarter), the initial appointment for the term must be evaluated separately. Additional appointments are treated as employees acquiring consecutive appointments. See A.1.e.ii.2. for details.

## iv. Concurrent Appointments

1. Concurrent Appointments Known at Date of Hire, and Both Appointments are either Group A or Group B: If the Employee or Postdoctoral Scholar is given multiple appointments that run concurrently, add the appointments together to determine if the employee is eligible for a higher level benefits package. The appointment percentages will be added together to determine the appointment percentage used for eligibility. (Appointments should never total more than 100%.) The appointment duration will be determined based on the time where the appointments overlap.
  - a. For example: Employee has two appointments. The first appointment starts on 01/01/14 and ends on 12/31/14, and is set at 40%. The second appointment starts on 01/01/14 and ends on 06/30/14, and is set at 33%. The combined appointment percentage is 75%. The combined appointment duration is 6 months. The employee is eligible for Core Benefits under Group A, based on a combined appointment percentage and duration of 73% for 6 months.
2. Concurrent Appointments Acquired After Date of Hire and Both Appointments are either Group A or Group B: If an Employee or Postdoctoral Scholar is given multiple

appointments that run concurrently without an employment break, but the second appointment is added after the first, re-evaluate eligibility to determine if the employee is eligible for a higher level benefit package. The appointment percentage will be added together to determine the appointment percentage. The appointment duration will be determined based on the time where the appointments overlap.

- a. For example: Employee's first appointment starts on 01/01/14 and ends on 12/31/14, and is set at 45%. Employee is eligible for Core Benefits on 01/01/14. On 02/01/14, employee acquires appointment that starts on 04/01/14 and ends 12/31/14, and is set at 55%. The combined appointment percentage is 100%. The combined appointment duration is 9 months. The employee is eligible for Mid-Level Benefits under Group A effective 04/01/14, based on the combined appointment percentage and duration of 100% for 9 months.
3. Concurrent Commingled Group A and Group B Appointments Known at Date of Hire: If an Employee is given multiple appointments whereby one appointment is a Group A appointment, and the other appointment is a Group B appointment, evaluate if the individual appointments meet the eligibility thresholds of either Group A or Group B. If eligibility is not met, combine the appointments, per A.1.e.iv.1. to determine if eligibility under Group B is met. If Group B eligibility is met, award Core Benefits.
    - a. For example: Employee has 2 appointments. The first appointment is a Group A appointment, starts on 01/01/14 and ends of 06/30/14, and is set at 35%. The second appointment is a Group B appointment, starts on 01/01/14 and ends on 12/31/14, and is set at 45%. Neither appointment meets eligibility for benefits under Group A or Group B. The combined appointment percentage of 75% for 6 months meets eligibility for Core Benefits under Group B. The effective date for benefits will be 01/01/14.
  4. Concurrent Commingled Group A and Group B Appointments Acquired After Date of Hire: If an Employee is given multiple appointments whereby one appointment is a Group A appointment, and the other appointment is a Group B and the appointment is acquired after the employee's Date of Hire, combine the appointments, per A.1.e.iv.1. to determine if eligibility under Group B is met. If the employee was already eligible for benefits based on the previous appointment alone, the employee remains eligible for their current benefit

package. If the employee becomes newly eligible for benefits based on meeting the Group B criteria, award Core Benefits.

- a. Combined Appointments Meet Eligibility Example: Employee's Group B appointment starts on 01/01/14 and ends on 12/31/14, and is set at 50%. On 07/01/14, employee acquires a Group A appointment at 33%, effective 07/01/14 – 12/31/14. Since the employee did not meet initial eligibility for Group B, benefit eligibility will need to be re-evaluated based on the newly acquired appointment. The combined appointment percentage of 83% for 6 months meets eligibility for Core Benefits under Group B. The effective date for benefits will be 07/01/14.
  - b. Individual Appointment Meets Eligibility Example: Employee's Group A appointment starts on 01/01/14 and ends on 12/31/14, and is set at 50%. On 07/01/14, employee acquires a Group B appointment at 33%, effective 07/01/14 – 12/31/14. Since the employee already meets eligibility for Full Benefits based on the Group A appointment, eligibility does not need to be re-evaluated based on the newly acquired appointment.
5. Concurrent Postdoctoral Scholar and Faculty/Staff Appointments: If an Employee has concurrent appointments in both a Faculty/Staff position and in a Postdoctoral Scholar position, assign the applicable benefits package per a. and b. below.
- a. Postdoctoral Scholars **Already** Enrolled in the Postdoctoral Scholar Benefits Program:
    - i. If the Faculty/Staff appointment(s) alone renders the Postdoctoral Scholar eligible for Full Benefits, the Postdoctoral Scholar must enroll in Full Benefits under the Faculty/Staff Benefits Program and disenroll from the Postdoctoral Scholar Benefits Program.
    - ii. If the Faculty/Staff appointment(s) alone renders the Postdoctoral Scholar eligible for Mid-Level, Core, or No Benefits under the Faculty/Staff Benefit Program, the Postdoctoral Scholar must remain enrolled in the Postdoctoral Scholar Benefits Program.
  - b. Postdoctoral Scholars **Not Enrolled** in the Postdoctoral Scholar Benefits Program

- i. Add all appointments together to determine the total percentage and duration. If the combined appointments do not meet Initial Eligibility under the Faculty/Staff Benefits Program or the Postdoctoral Scholar Benefits Program, the Postdoctoral Scholar remains ineligible for health and welfare benefits.
- ii. If the combined appointments meet Initial Eligibility for health and welfare benefits under the Faculty/Staff Benefits Program and/or the Postdoctoral Scholar Benefits Program, the Postdoctoral Scholar will be awarded the most generous benefits package, based on the hierarchy listed below:
  - Full Benefits under Faculty/Staff if Faculty/Staff appointment(s), on their own, meets eligibility
  - Postdoc Benefits under Postdoctoral Scholar Benefits Program
  - Mid-Level Benefits under Faculty/Staff if the faculty/staff appointment is a Group A appointment
  - Core Benefits under Faculty/Staff, using the eligibility criteria applicable to the faculty/staff appointment type
- f. **Re-hired Retiree Members** – Refer to Regents Policy 7706 for details regarding Initial Eligibility for benefits. Individuals who (1) have retired from UC employment, (2) are eligible for coverage through UC’s retiree insurance program, and (3) return to work in limited appointments are ineligible for active Health and Welfare benefits. The continued inclusion of rehired retirees in the retiree health insurance program is subject to that program’s compliance with applicable Medicare Secondary Payer provisions and any retiree-only plan exceptions.

## 2. Initial Eligibility/Ineligibility Duration

- a. **Beginning Benefits Eligibility (BBE)** – The Beginning Benefits Eligibility period is the period of time between a new employee’s or postdoctoral scholar’s start date at the University and December 31 following the completion of a full Standard Measurement Period (described below), and applies only to employees and postdoctoral scholars who are ***initially eligible*** for benefits under Group A or Group B. Benefits will continue throughout the employee’s or postdoctoral scholar’s BBE. Upon completion of a full Standard Measurement Period, UC will calculate the employee’s Average Weekly Hours of Service to determine if benefits continue or end at the conclusion of the BBE. The Average Weekly Hours of Service threshold for Group A and Group B are shown below:

Appointment Type	Average Hours Threshold
Group A	17.5 hours per week
Group B	30 hours per week

For example, a monthly paid employee or postdoctoral scholar hired on April 1, 2015 will complete a BBE on December 31, 2016. The BBE does not end on December 31, 2015 because the employee or postdoctoral scholar did not complete a full Standard Measurement period by December 31, 2015. Benefits for the employee or postdoctoral scholar start on April 1, 2015 and continue through December 31, 2016. If the employee or postdoctoral scholar meets the Average Weekly Hours of Service threshold for his/her group (shown above in the chart), the employee's or postdoctoral scholar's benefits will continue for the Stability Period beginning on January 1, 2017. If the employee or postdoctoral scholar does not meet the Average Weekly Hours of Service threshold for his/her group, benefits will end on December 31, 2016.

- b. **Initial Measurement Period** – The Initial Measurement Period is the period of time between a new employee's or postdoctoral scholar's start date at the University and his/her one year anniversary of hire, and applies only to employees or postdoctoral scholars who are ***initially ineligible*** for benefits under either Group A or Group B. UC will determine the employee's or postdoctoral scholar's Average Weekly Hours of Service during the IMP. Upon completion of the IMP, UC will calculate the employee's Average Weekly Hours of Service to determine if benefits will be offered at the conclusion of the IMP. The Average Weekly Hours of Service threshold for Group A and Group B are shown below:

Appointment Type	Average Hours Threshold
Group A	17.5 hours per week
Group B	30 hours per week

For example, a monthly paid employee or postdoctoral scholar hired on April 1, 2015 will complete an IMP on March 31, 2016. During the month of April 2016, the employee or postdoctoral scholar will be measured to determine their Average Weekly Hours of Service. If the employee or postdoctoral scholar meets the Average Weekly Hours of Service threshold for his/her group (shown above in the chart), the employee's or postdoctoral scholar's benefits will continue for the Stability Period beginning on May 1, 2017.

## c. Exception: Postdoctoral Scholar Paid Directs and Postdoctoral Scholar Fellows

Postdoctoral Scholar Paid Directs and Postdoctoral Scholar Fellows are eligible for benefits based solely on their appointment percentage and duration, and, so long as the appointment percentage and duration does not change, retain eligibility throughout their appointment.

Postdoctoral Scholar Paid Directs and Postdoctoral Scholar Fellows will not be re-assessed for eligibility at an IMP, even if the Postdoctoral Scholar Fellow or Postdoctoral Scholar Paid Direct is initially ineligible for benefits.

3. **Continuing Eligibility/Continuing Ineligibility/Newly Eligible** – After determining an employee's or postdoctoral scholar's initial eligibility/initial ineligibility for benefits, the employee or postdoctoral scholar is re-assessed on a yearly basis to determine the following:

- Continuing eligibility for benefits, or
- Continuing ineligibility for benefits, or
- Newly eligible for benefits.

The re-assessment is done when an employee or postdoctoral scholar has completed a full IMP or SMP.

a. **Initial Measurement Period** – For employees or postdoctoral scholars who were initially ineligible for benefits, UC will determine the employee's or postdoctoral scholar's Average Weekly Hours of Service during the IMP. An employee or postdoctoral scholar will be offered benefits beginning the first of the month following a 1-month administrative period following his/her one-year anniversary of hire, and continuing for a 12-month Initial Stability Period if the Average Weekly Hours of Service during the IMP meet the following thresholds:

Appointment Type	Average Hours Threshold
Group A	17.5 hours per week
Group B	30 hours per week

For example, a monthly postdoctoral scholar is hired on April 1, 2015 and is not initially eligible for benefits based on the Appointment Percentage and Duration. The postdoctoral scholar's IMP starts on April 1, 2015 and ends on March 31, 2016. During the month of April 2016, the Average Weekly Hours of Service is measured. If the Average Weekly Hours of Service threshold for postdoctoral scholars (stated above in the chart) is met, the postdoctoral scholar is eligible for benefits starting on May 1, 2016 lasting until April 31, 2017. If the postdoctoral scholar does not meet the Average Weekly Hours of Service threshold as applied to postdoctoral scholars, the postdoctoral

scholar will continue to not receive benefits from April 1, 2016 to December 31, 2016.

After the 12 month Stability Period has passed, all subsequent determinations of eligibility is based on the results of a Standard Measurement Period, described in below.

- b. **Standard Measurement Period** – An SMP is a period of time lasting one year, the dates depending on whether the employee is a monthly paid employee or a bi-weekly paid employee or postdoctoral scholar, and determines ongoing eligibility for benefits. The SMP takes place annually. The SMP for monthly-paid employees is November 1 – October 31. The SMP for bi-weekly paid employees is the pay periods between November 1 – October 31, and changes annually based on the year’s payroll calendar. As an example, the SMP for bi-weekly paid employees or postdoctoral scholars in 2016 runs from November 8, 2015 – November 5, 2016. During the SMP, the employee’s or postdoctoral scholar’s Average Weekly Hours of Service are calculated to determine benefits eligibility for the following Stability Period (described below).

The SMP applies to all employees and postdoctoral scholars regardless of initial eligibility or initial ineligibility for benefits, with the exception of those classes of employees who are ineligible for benefits as described in Part II.A.4. Employees who belong to the Ineligible Group do not participate in the SMP. Further, the SMP applies only to employees or postdoctoral scholars who have been employed throughout the entire current SMP. For example, a monthly paid employee or postdoctoral scholar who was hired on July 1, 2016 will not have been employed for an entire SMP until November 1, 2016 to October 31, 2017. The employee or postdoctoral scholar does not participate in the SMP administered in November 2016 (covering November 1, 2015 to October 31, 2016 because the employee or postdoctoral scholar was not employed throughout that entire SMP.

At the end of the SMP, UC will calculate the employee’s Average Weekly Hours of Service to determine benefits eligibility. The Average Weekly Hours of Service requirement for Group A and Group B is shown below:

Appointment Type	Average Hours Requirement
Group A	17.5 hours per week
Group B	30 hours per week

If the employee or postdoctoral scholar meets the Average Weekly Hours of Service threshold for their group, the employee or postdoctoral scholar will be offered coverage throughout the duration of the subsequent Stability Period. The benefit package that is offered corresponds to the Employee’s or Postdoctoral Scholar’s Appointment Type and Duration as of January 1<sup>st</sup> of



the Stability Period. If the Employee's or Postdoctoral Scholar's Appointment Type(s) and Duration(s) do not meet eligibility for a specific benefits package, the employee will be offered Core Benefits and the Postdoctoral Scholar will be offered Postdoctoral Scholar Benefits. The Stability Period will be January 1 – December 31, following the current SMP.

If the employee or postdoctoral scholar does not meet the Average Weekly Hours of Service threshold for their group, then coverage terminates on December 31 of the current calendar year. The employee or postdoctoral scholar is ineligible for benefits from January 1 – December 31 of the following year unless the employee's appointment changes to qualify under initial eligibility rules again.

In some instances, there is an overlap between the Stability Period that occurs as a result of the IMP and the employee's or postdoctoral scholar's first SMP. See examples below:

- i. Employee/Postdoctoral Scholar Deemed **Eligible** for Benefits due to the IMP
  - a. If after the first IMP the employee or postdoctoral scholar is deemed eligible for benefits, coverage will extend beyond the employee's or postdoctoral scholar's second year anniversary of hire and into the current Stability Period.
  - b. For example, an employee/postdoctoral scholar hired on January 1, 2014 is initially ineligible for benefits. At end of IMP, employee/postdoctoral scholar is measured and is eligible for benefits for the stability period of February 1, 2015 – February 1, 2016 (employee's/postdoctoral scholar's one year anniversary of hire and second year anniversary of hire). The employee/postdoctoral scholar is subsequently measured in November 2015, following the SMP of November 1, 2014 – October 31, 2015, and is deemed eligible for benefits for the Stability Period of January 1 – December 31, 2016. The employee's/postdoctoral scholar's benefits continue to the end of the SMP Stability Period (December 31, 2016).
- ii. Employee/Postdoctoral Scholar Deemed **Ineligible** for Benefits due to the SMP
  - a. If after the first SMP the employee or postdoctoral scholar is deemed ineligible for benefits, coverage will end at the end of the employee's or postdoctoral scholar's current Stability Period.
  - b. For example, an employee/postdoctoral scholar hired on January 1, 2014 is initially ineligible for benefits. At end of IMP, employee/postdoctoral scholar is measured and is eligible for benefits for the stability period of February 1, 2015 – February 1, 2016 (employee's/postdoctoral scholar's one year anniversary of hire and second year anniversary of hire). The

employee/postdoctoral scholar is subsequently measured in November 2015, following the SMP of November 1, 2014 – October 31, 2015, and is deemed ineligible for benefits. The employee's/postdoctoral scholar's benefits will end on February 1, 2016.

Measuring continuing eligibility through the SMP will be done on an annual basis.

- c. **Stability Period** – The Stability Period is the timeframe where the employee's or postdoctoral scholar's eligibility for benefits will remain stable, based on an IMP or SMP. For example, the Stability Period for an SMP that occurs from November 1, 2015 – October 31, 2016 occurs from January 1, 2017 – December 31, 2017. The Stability Period for an IMP that occurs from September 1, 2014 to September 1, 2015 will take place on October 1, 2015 to September 30, 2016.

The employee's or postdoctoral scholar's eligibility status remains the same throughout the Stability Period regardless of the number of hours worked during the Stability Period. However, if any of the events listed in Duration of Coverage (Section 1008) or Termination of Coverage (Section 1009) occurs, coverage is subject to the timeframes associated with the event.

- d. **Administrative Period** – The time period between the measurement period and corresponding Stability Period where UC determines an employee's or postdoctoral scholar's eligibility for benefits, as well as notify and enroll the employee or postdoctoral scholar and their dependents into UC sponsored coverage. The administrative period for the IMP is the month following the one-year anniversary of hire. The administrative period for the SMP is the months of November and December.
- e. Exception: Postdoctoral Scholar Paid Directs (tc 3254) and Postdoctoral Scholar Fellows (tc 3253)

Postdoctoral Scholar Paid Directs and Postdoctoral Scholar Fellows are not re-assessed for benefits at an SMP. Instead, Postdoctoral Scholar Paid Directs and Postdoctoral Scholar Fellows are re-assessed for benefits if they experience changes in their appointment percentage and duration, in accordance to the CBA.

To gain or retain eligibility, the new appointment percentage and duration will be re-assessed under the following criteria:

BENEFIT PACKAGE	Combined Appointment % and Duration	UCRP Membership Required?	Examples
POSTDOC BENEFITS PACKAGE	50% or more and 12 months or more  75% and 3 months or more, but less than one year	NO	Postdoctoral Scholar – Employee (title code 3252), 07/01/14 to 06/30/16 at 100%  Postdoctoral Scholar – Nonexempt Employee (title code 3255), 10/01/14 to 12/31/14, 100%
NO BENEFITS	DOES NOT MEET THE REQUIREMENTS FOR POSTDOC BENEFITS PACKAGE ABOVE	NO	Postdoctoral Scholar – Paid Direct (title code 3254), 07/01/14 to 06/30/15 at 40%

If the Postdoctoral Scholar Fellow's or Postdoctoral Scholar Paid Direct's new appointment does not meet eligibility, the Postdoctoral Scholar Paid Direct or Postdoctoral Scholar will be disenroll from benefits on the last day of the month in which the appointment change is effective.

#### 4. **Rehire Following an Employment Break**

##### a. Rehires following separation of less than 26 weeks:

At the time the rehire appointment is approved, evaluate and award new benefits package as appropriate;

1. Evaluate appointment percentage & duration; then
2. Evaluate for 1,000/750 hours. If the employee or postdoctoral scholar is eligible for benefits, award the highest level of benefits. If the employee or postdoctoral scholar remains ineligible for benefits, then
3. Evaluate for stability period. If the employee or postdoctoral scholar is in an active stability period, award Core Benefits for employees or Postdoctoral Scholar benefits for postdoctoral scholars and measure at next SMP

At new appointment for which benefits are awarded, provide a *beginning benefits eligibility period*.

##### b. **Rehires following separation more than 26 weeks**

At the time the rehire appointment, evaluate and award new benefits package as appropriate;

1. Evaluate appointment percentage & duration; if not eligible, then
2. Evaluate for 1,000/750 hours. If the employee or postdoctoral scholar is eligible for benefits, award the highest level of benefits. If the employee or postdoctoral scholar remains ineligible for benefits, then,
3. Assign No Benefits/BELI 5 and re-evaluate at the conclusion of the IMP.

At new appointment for which benefits are awarded, provide *beginning benefits eligibility period*.

c. **Exception: Rehired Retirees**

At the time of the rehire appointment, evaluate and award benefit package as appropriate;

- Generally rehired at 43% or less (not eligible for benefits)
- Recalled/rehired individuals who are enrolled, or eligible for enrollment, in a UC retiree medical plan do not need to be offered “employee” coverage should they still be in a stability period upon return to work

5. **Transfer to and from an Ineligible Group**

- a. If an Employee is transferred from a position with benefits to a position which is in an Ineligible Group (as defined in A.1.b. above) with or without an employment break, then all health and welfare benefits stop at the end of the month of transfer, with the exception of Disability Insurance. Coverage for Disability Insurance ends at the date the transfer took place. For more information, see Section 1009.H. and Section 7000.D.
- b. If an Employee is transferred from an ineligible group (as defined in A.1.b. above) as defined in to an appointment type which is eligible for benefits, evaluate criteria as though a new employee; any health and welfare benefits begin on the date that the transfer took place.

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## B. Annuitant Eligibility

To be eligible for University-sponsored group health and welfare benefits, Retired Members, Disabled Members, and Survivors (collectively, Annuitants) must meet the eligibility requirements specified in Part IV of these Group Insurance Regulations. The Family Member Eligibility rules described in Part II.1.C., below, including the Family Member Eligibility provisions, apply to Annuitants, except to the extent provided in Part IV, Section 6002.

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## C. Family Member Eligibility

Eligible Employees, Annuitants, and Postdoctoral Scholars enrolled in a plan providing coverage for eligible Family Members may enroll themselves and their eligible Family Members, in accordance with the following. See Eligibility sections of each plan for limitations on Eligible Family Members. See Part II.D. for procedures for verification of eligibility of Family Members.

1. **Subject to the requirements specified in C.2, below, eligible Family Members include the eligible Employee's, Annuitants, and Postdoctoral Scholar's:**

**Eligible Adult:**

- a. Spouse, or
- b. Domestic Partner

**Eligible Child(ren):**

- a. The Employee's biological or adopted child, step-child, foster child, grandchild, step-grandchild, or legal ward.
- b. The spouse's biological or adopted child or grandchild (Employee's step-child/grandchild), or
- c. The domestic partner's biological or adopted child or grandchild.
- d. Any child listed above (except a legal ward) who is over the plan's age limit but who is incapable of self-support due to a physical or mental disability.

**Ineligible relatives:**

Relatives not eligible for coverage include, but are not limited to: in-laws, siblings, parents, former spouses or former domestic partners (including unions that have been dissolved due to divorce or death), former step-children, legally separated spouses, spouses of the children or grandchildren of the Employee or the Employee's Spouse/Domestic Partner, cousins of the Employee or Employee's Spouse/Domestic Partner, and new spouses/domestic partners of survivor Annuitants.

<b>2. FAMILY MEMBER ELIGIBILITY REQUIREMENTS</b>		
<b>(Relationship is to Employee, Annuitant, or Postdoctoral Scholar unless stated otherwise)</b>	<b>PLANS ELIGIBLE FOR</b>	<b>DATE ELIGIBILITY BEGINS</b>
<p><b>I. ELIGIBLE ADULT</b></p> <p>Only one Eligible Adult may be enrolled in an Employee’s, Annuitant’s, or Postdoctoral Scholar’s University-sponsored plans. (A grandfathered Adult Dependent Relative enrolled prior to 12/31/03 qualifies as the one eligible adult; see “Grandfathered Eligible Family Members” at the end of this section.) A survivor Annuitant cannot enroll a new eligible adult. The Eligible Adult must be the same person for all plans.</p>		
<p><b>(a) Spouse: Must be</b></p> <p>The Employee’s or Postdoctoral Scholar’s legal spouse</p> <p>Legal spouse may include an individual in a relationship with the Employee, Annuitant, or Postdoctoral Scholar that was established outside of California and that satisfies the requirements for recognition as a common law marriage under the laws of the jurisdiction in which it is claimed that the marriage occurred.</p> <p>A legally separated spouse or a former spouse or former domestic partner is not eligible to participate in University-sponsored plans even if the separation or divorce settlement requires the Employee, Annuitant, or Postdoctoral Scholar to provide coverage.</p>	<p>Faculty/Staff Medical, Dental, Vision, Dependent Life, AD&amp;D, Legal, and Supplemental Health</p> <p>Annuitant Medical, Dental, Vision, Legal, and AD&amp;D</p> <p>Postdoctoral Scholar Medical, Dental, and Vision</p>	<p>Date of marriage</p>

<b>2. FAMILY MEMBER ELIGIBILITY REQUIREMENTS</b>		
<b>(Relationship is to Employee, Annuitant, or Postdoctoral Scholar unless stated otherwise)</b>	<b>PLANS ELIGIBLE FOR</b>	<b>DATE ELIGIBILITY BEGINS</b>
<p><b>(b) Domestic Partner: Must be</b></p> <ul style="list-style-type: none"> <li>• In a domestic partnership registered with a governmental entity OR</li> <li>• Able to meet the following requirements: <ul style="list-style-type: none"> <li>- Each other's sole domestic partner in a long-term, committed relationship and intend to remain so indefinitely</li> <li>- Neither may be legally married nor in another domestic partnership</li> <li>- Not related to each other (e.g., not parents and children, brothers and sisters, half-brothers and half-sisters, uncles and aunts, nieces and nephews, or ancestors and descendants of every degree (this means grandparents and grandchildren, great-grand-parents and great-grandchildren, etc.)</li> <li>- Both parties must be at least 18 years old and capable of consenting to the relationship</li> <li>- Employee/Annuitant/Postdoctoral Scholar and domestic partner must be financially interdependent</li> <li>- Share a common residence</li> </ul> </li> </ul>	<p>Faculty/Staff Medical, Dental, Vision, Dependent Life, AD&amp;D, Legal, and Supplemental Health</p> <p>Annuitant Medical, Dental, Vision, Legal, and AD&amp;D</p> <p>Postdoctoral Scholar Medical, Dental, and Vision</p>	<p>Date all eligibility requirements are met</p>
<p><b>II. ELIGIBLE CHILD</b></p> <p><b>(a) Child (Biological/Adopted/Foster) of Employee, Annuitant or Postdoctoral Scholar. Must be:</b></p> <ul style="list-style-type: none"> <li>• <b>Under age 26</b></li> </ul>	<p>Faculty/Staff Medical, Dental, Vision, Dependent Life, AD&amp;D (Active EE only), Legal, and Supplemental Health</p> <p>Annuitant Medical, Dental, Vision, and Legal</p> <p>Postdoctoral Scholar Medical, Dental, and Vision</p>	<p>Biological child: date of birth</p> <p>Adopted child: the earlier of</p> <ul style="list-style-type: none"> <li>• The date the child is placed for adoption with the Employee, Annuitant, or Postdoctoral Scholar, or,</li> <li>• The date the Employee, Annuitant, or Postdoctoral Scholar has the legal right to control the child's health care</li> </ul>

<b>2. FAMILY MEMBER ELIGIBILITY REQUIREMENTS</b>		
(Relationship is to Employee, Annuitant, or Postdoctoral Scholar unless stated otherwise)	PLANS ELIGIBLE FOR	DATE ELIGIBILITY BEGINS
<p><b>(b) Child (Biological/Adopted/Foster) of Spouse/Domestic Partner. Must be:</b></p> <ul style="list-style-type: none"> <li>• <b>Under age 26</b></li> </ul> <p>Spouse or domestic partner must be eligible for University-sponsored coverage but does not have to be enrolled.</p> <p>If the Employee, Annuitant, or Postdoctoral Scholar is considered the step-parent of the child(ren) of his or her <i>registered</i> domestic partner under state law, the child is considered the Employee's, Annuitant's or Postdoctoral Scholar's step-child. If the domestic partnership has been dissolved due to death or dissolution of the domestic partnership, the child is no longer considered the Employee's, Annuitant's or Postdoctoral Scholar's step-child.</p> <p>A survivor Annuitant cannot enroll the child(ren) of a new spouse or new domestic partner.</p>	<p>Faculty/Staff Medical, Dental, Vision Dependent Life, AD&amp;D (Active EE only), Legal, and Supplemental Health</p> <p>Annuitant Medical, Dental, Vision, and Legal</p> <p>Postdoctoral Scholar Medical, Dental, and Vision</p>	<p>The later of: (1) the date the child's parent becomes an Eligible Adult, (2) date of adoption, or (3) date of birth</p> <p>Adopted child: the earlier of (1) The date the child is placed for adoption with the Eligible Adult, or (2) The date the Eligible Adult has the legal right to control the child's health care</p>
<p><b><u>Eligible Adult Enrolled</u></b></p> <p>None</p> <p>Spouse</p> <p>Domestic Partner</p> <p>Adult Dependent Relative (grandfathered)</p>	<p><b><u>Employee/Annuitant/Postdoctoral Scholar May Enroll</u></b></p> <p>Self and/or Spouse or Domestic Partner</p> <p>Self and/or Spouse</p> <p>Self and/or Domestic Partner</p> <p>Self and/or Spouse or Domestic Partner</p>	
<p><b>III. ELIGIBLE GRANDCHILD</b></p> <p><b>(a) Grandchild of Employee, Annuitant, or Postdoctoral Scholar. Must be:</b></p> <ul style="list-style-type: none"> <li>• Under age 26</li> <li>• Unmarried</li> <li>• Living with the Employee or Postdoctoral Scholar</li> <li>• Dependent on the Employee/Postdoctoral Scholar for 50% or more of his/her support</li> </ul>	<p>Faculty/Staff Medical, Dental, Vision, Dependent Life, AD&amp;D (Active EE only), Legal, and Supplemental Health</p> <p>Annuitant Medical, Dental, Vision, and Legal</p>	<p>The date grandchild meets all eligibility requirements</p>



<b>2. FAMILY MEMBER ELIGIBILITY REQUIREMENTS</b>		
<b>(Relationship is to Employee, Annuitant, or Postdoctoral Scholar unless stated otherwise)</b>	<b>PLANS ELIGIBLE FOR</b>	<b>DATE ELIGIBILITY BEGINS</b>
<ul style="list-style-type: none"> <li>Claimed as the Employee's or Postdoctoral Scholar dependent for income tax purposes<sup>3</sup></li> </ul>	Postdoctoral Scholar Medical, Dental, and Vision	
<p><b>(b) Grandchild of Spouse/Domestic Partner:</b></p> <ul style="list-style-type: none"> <li>Under age 26</li> <li>Unmarried</li> <li>Living with the Employee, Annuitant, or Postdoctoral Scholar</li> <li>Dependent on the Employee/Annuitant/Postdoctoral Scholar or Spouse/Domestic Partner for 50% or more of his/her support</li> <li>Claimed as the Employee's/Annuitant's/Postdoctoral Scholar's or spouse/domestic partner's dependent for income tax purposes</li> </ul>	Faculty/Staff Medical, Dental, Vision, Dependent Life, AD&D, Legal, and Supplemental Health  Annuitant Medical, Dental, Vision, and Legal  Postdoctoral Scholar Medical, Dental, and Vision	The date the spouse / domestic partner and grandchild meet all eligibility requirements
<p>Spouse or Domestic partner must be eligible for University-sponsored coverage, but does not have to be enrolled.</p> <p><i>A Survivor Annuitant cannot enroll a grandchild of a new spouse or domestic partner.</i></p>		
<p><b><u>Eligible Adult Enrolled:</u></b></p> <p><b>None</b></p> <p><b>Spouse</b></p> <p><b>Domestic Partner</b></p> <p><b>Adult Dependent Relative (grandfathered)</b></p>	<p><b><u>Employee/Annuitant/Postdoctoral Scholar May Enroll Grandchildren Of:</u></b></p> <p><b>Self and/or Spouse or Domestic Partner</b></p> <p><b>Self and/or Spouse</b></p> <p><b>Self and/or Domestic Partner</b></p> <p><b>Self and/or Spouse or Domestic Partner</b></p>	

<sup>3</sup> **Partial year tax dependency:** If a Family Member for whom tax dependency is a requirement is a tax dependent for only part of the year, the following alternative legal documentation may be accepted in lieu of the tax verification requirement. In the event tax dependency is lost due to one of the following events, the supporting documents shown for each may be accepted.

- Divorce – A copy of the divorce papers as proof of eligibility loss.
- Change in custody – A copy of the custody agreement papers reflecting the change.
- Employment – If an enrolled child becomes employed, a letter from his/her employer which states the date of hire.

<b>2. FAMILY MEMBER ELIGIBILITY REQUIREMENTS</b>		
<b>(Relationship is to Employee, Annuitant, or Postdoctoral Scholar unless stated otherwise)</b>	<b>PLANS ELIGIBLE FOR</b>	<b>DATE ELIGIBILITY BEGINS</b>
<p><b>(IV) Legal Ward: Must be</b></p> <ul style="list-style-type: none"> <li>• Under age 18</li> <li>• Unmarried</li> <li>• Living with the Employee, Annuitant, or Postdoctoral Scholar</li> <li>• Dependent of the Employee/Annuitant/Postdoctoral Scholar for at least 50% of his/her support</li> <li>• Claimed as the Employee's/Annuitant's Postdoctoral Scholar's dependent for income tax purposes</li> </ul>	<p>Faculty/Staff Medical, Dental, Vision, Dependent Life, Legal, AD&amp;D (Active EE only), and Supplemental Health</p> <p>Annuitant Medical, Dental, Vision, and Legal</p> <p>Postdoctoral Scholar Medical, Dental, and Vision</p>	<p>Date all eligibility requirements are met</p>
<p><b>(V) Overage Disabled Child</b></p> <p><b>An eligible child as defined in II or III above who is:</b></p> <ul style="list-style-type: none"> <li>• Age 26 or older</li> <li>• Unmarried</li> <li>• Incapable of self-support due to a mental or physical disability</li> <li>• Chiefly dependent on the Employee/Annuitant/Postdoctoral Scholar or Spouse/Domestic Partner for his/her support (50% or more)</li> <li>• Claimed as the Employee's/Annuitant's/Postdoctoral Scholar's, the spouse's or the domestic partner's dependent for income tax purposes, or if not claimed as such dependent for income tax purposes, is eligible for Social Security income or Supplemental Security Income (SSI) as a disabled person or is working in supported employment which may offset the Social Security or SSI</li> </ul> <p><i>See Administrative Supplement II-D for procedures for verification of eligibility of Overage Dependent Children.</i></p> <p><i>A legal ward is not eligible.</i></p>	<p>Faculty/Staff Medical, Dental, Vision, Dependent Life, AD&amp;D, Legal, and Supplemental Health</p> <p>Annuitant Medical, Dental, Vision, Legal</p> <p>Postdoctoral Scholar Medical, Dental, and Vision</p>	<p>For the child of a current Employee/Annuitant/Postdoctoral Scholar, spouse or domestic partner: - The date the child becomes age 26 and meets the requirements of this section V.</p> <p>For a newly acquired child who meets the requirements of this section V: - The date the child is acquired.</p> <p>For the child of a newly hired Employee/Postdoctoral Scholar or of the spouse or domestic partner of a newly hired Employee or Postdoctoral Scholar: - The date the Employee or Postdoctoral Scholar becomes an Eligible Employee or Eligible Postdoctoral Scholar.</p>

<b>2. FAMILY MEMBER ELIGIBILITY REQUIREMENTS</b>		
<b>(Relationship is to Employee, Annuitant, or Postdoctoral Scholar unless stated otherwise)</b>	<b>PLANS ELIGIBLE FOR</b>	<b>DATE ELIGIBILITY BEGINS</b>
<p><u>To Continue Coverage for an Overage Disabled Child:</u></p> <p>An Employee, Annuitant, or Postdoctoral Scholar may apply to continue coverage under a University-sponsored plan for an overage disabled child if:</p> <ul style="list-style-type: none"> <li>• the child was disabled and enrolled in the plan before age 26;</li> <li>• the child is disabled and enrolled in the plan at the time application is made for continued coverage;</li> <li>• application is made to the carrier before the child's 26<sup>th</sup> birthday; and</li> <li>• the carrier approves the application.</li> </ul> <p><u>To apply for coverage for an Employee's or Postdoctoral Scholar's Overage Disabled Child:</u></p> <p>Application for coverage may be made for the overage disabled child of a newly eligible Employee, or for a newly acquired overage disabled child of an eligible Employee under the same general terms as a disabled dependent child who is eligible to continue coverage past age 26 if:</p> <ul style="list-style-type: none"> <li>• the disability began before age 26;</li> <li>• the child had continuous medical coverage since age 26 ;</li> <li>• application is made to the carrier during any PIE; and</li> <li>• the carrier approves the application.</li> </ul> <p><u>To apply for coverage for an Annuitant's Overage Disabled Child:</u></p> <p>Application for coverage may be made for a newly acquired overage disabled child of an eligible Annuitant under the same general terms as a disabled dependent child who is eligible to continue coverage past age 26 if:</p> <ul style="list-style-type: none"> <li>• the disability began before age 26;</li> <li>• the child had continuous medical coverage since age 26 ;</li> <li>• application is made to the carrier during the child's initial period of eligibility; and</li> <li>• the carrier approves the application.</li> </ul> <p>Operational procedures regarding continuation of coverage for overage dependent children of Employees or Postdoctoral Scholars may be found in Administrative Supplement II-D.</p>		

**VI. GRANDFATHERED ELIGIBLE FAMILY MEMBERS (Inapplicable to Postdoctoral Scholars)**

The following categories of family members were at one time eligible but are currently no longer eligible. Family members in any of the categories who were enrolled at the time of the change in eligibility rules may continue coverage as long as they meet the requirements below. If an Other Child enrolled before September 1, 1994 or an ADR enrolled before December 31, 2003 loses coverage due to the Employee's Break in Service or for any other reason, that child or the ADR may not be reenrolled at a later date unless the child or ADR is otherwise eligible (for example, the child is adopted by the Employee). A Break in Service is described in Administrative Supplement II-E.

<p><b>1) Adult Dependent Relative: Must be:</b></p> <ul style="list-style-type: none"> <li>• Enrolled before 12/31/03</li> <li>• Age 18 or older</li> <li>• Incapable under California law of a valid marriage to the Employee because of a family relationship</li> <li>• Living with the Employee or in a convalescent hospital or nursing home</li> <li>• Claimed as the Employee's dependent for income tax purposes</li> <li>• Ineligible for Medicare Part A – Adult dependent relatives reaching age 65 will be automatically de-enrolled unless documentation is provided proving ineligibility for premium-free Medicare Part A.</li> <li>• Continuously eligible and covered</li> </ul> <p><i>A Survivor Annuitant cannot enroll an Adult Dependent Relative.</i></p> <p><i>May only continue plans enrolled in as of 12/31/03; if coverage period is broken on or after 1/1/04, ADR may not be re-enrolled.</i></p>	<p>Medical, Dental, Vision</p> <p>Annuitant Medical and Dental</p>	<p>n/a</p>
<p><b>2) Other Child: Must be:</b></p> <ul style="list-style-type: none"> <li>• Enrolled before 9/1/94</li> <li>• Under age 26</li> <li>• Unmarried</li> <li>• Living with the Employee</li> <li>• Dependent on the Employee for at least 50% of his/her support</li> <li>• Claimed as the Employee's dependent for income tax purposes</li> <li>• Continuously eligible and covered</li> </ul> <p>In addition, the eligible Employee must continue to have the legal right to authorize medical care for the child.</p>	<p>Medical, dental, vision</p>	<p>n/a</p>

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## D. FAMILY MEMBER ELIGIBILITY VERIFICATION (FMEV)

### Faculty/Staff and Annuitants

**Overview** – Upon receipt of notice and instructions from UC Human Resources, any Employee who enrolls another adult and/or child(ren) in a UC health or welfare plan must submit the documentation specified as necessary to verify that the individual(s) enrolled are the Employee's eligible Family Member(s). This Section 3.D. applies for Plan Years 2013 and after. For 2012, see Administrative Supplement No. 26 in the previous GIR document (2012 Family Member Eligibility Verification Project).

**FMEV Governing Documents** – Administrative Supplement II-H and documents provided to Employees upon hire or re-verification describe the FMEV procedures and requirements and explain the consequences of the failure to comply with those procedures and requirements. Those documents may be amended or deleted from the FMEV process and new documents may be added, as determined by the Plan Administrator.

**Appeals** – If individuals enrolled as the Employee's, Annuitant's, or former Employee COBRA enrollee's Family Member(s) (the "claimant(s)") are disenrolled from UC-sponsored health/welfare plan coverage (i.e., coverage is cancelled) in accordance with the requirements described in the FMEV Governing Documents, the claimant(s) may appeal the cancellation of coverage in accordance with the FMEV Appeal Procedures described in Administrative Supplement No. II-C.

If the Employee has a grandfathered Adult Dependent Relative (ADR), the Employee must provide, upon request, documents supporting the ADR's continuing eligibility (see Section 3.C. above).

In addition to the University requirements, the carrier or a third party administrator may also separately require documentation of a Family Member's eligibility.

Notwithstanding any other provision in these GIRs, any individuals enrolled in a University-sponsored Plan can be disenrolled subject to the terms in these Regulations and in the FMEV documents (Section 1009).

### Postdoctoral Scholars

Any Postdoctoral Scholar with enrolled family member(s) must provide, upon request, documentation verifying the relationship between the postdoc and the family member(s) to his/her local benefit office.

Documentation may include, but is not limited to:

- marriage certificate,
- birth certificate,
- adoption papers,
- for a domestic partner, either a copy of the California State Registry form or at least three of the following:
  - joint mortgage or joint tenancy on a residential lease
  - joint bank account
  - joint liabilities (for example, credit cards or car loans)

- joint ownership of significant property (for example, a car or house)
- durable property or health care power of attorney
- wills, life insurance policies or retirement annuities naming each other as primary beneficiary
- written agreements or contracts regarding the relationship showing mutual support obligations or joint ownership of assets acquired during the relationship.

In addition to the University requirements, the carrier may also separately require documentation of a family member's eligibility.

Separate from and in addition to the family verification process described above, the Postdoctoral Scholar must, upon request, provide a copy of IRS form 1040 (or its IRS equivalent) showing dependents claimed for tax purposes and the employee's or tax preparer's signature for all family members for whom income tax dependency is a requirement.