



**POLICY FOR DETERMINING HEALTH INSURANCE ELIGIBILITY UNDER
THE AFFORDABLE CARE ACT
FOR PART-TIME FACULTY MEMBERS**

- The established **Measurement Period** for the Affordable Care Act for part-time faculty members is faculty report date to faculty report date. (12 months – Mid-August to Mid-August) This is the period of time to which the University “looks back” to determine if a faculty member worked an average of 30 hours per week.

- The **Administrative Period** is 30 days. This is the period in which the University must determine if any part-time faculty member averaged 30 hours of service per week during the preceding measurement period.

- The **Stability Period** is 12 months. This is the period of time following the administrative period for which an eligible part-time faculty must be offered health insurance if they are otherwise eligible.

Calculating the average number of hours worked is based upon the formula utilized by the Office of the Provost and Senior Vice President for Academic Affairs. 1 semester hours equates to 65 hours of service.

Any part-time faculty member who teaches 24 semester hours (which equates to 1560 annual hours and is an average of 30 hours per week) during the measurement period will be eligible for health insurance following the administrative period, should they be employed again by the University for any number of hours. A part-time faculty member teaching less than 24 semester hours during the measurement period will not be eligible for health insurance.