

## Employee Benefits Division Policy Memorandum

**Number: Policy Memo 144**

**Date Issued: May 11, 2018**

**Subject: Effective Date of Coverage for Seasonal Employees Returning to Work**

### PURPOSE:

Determine the effective date of health, dental, and vision coverage for seasonal employees who leave the payroll and return to work.

### BACKGROUND:

Multiple union contracts state benefits-eligible seasonal employees who leave the payroll and return to work within a set period of time may enroll in "health insurance" benefits "upon rehire." This language is consistent across the various union agreements. Union contracts for UUP, CSEA, NYSCOPBA, and PBANYS define this time frame as six months. PEF and DC-37 contracts define this time frame as three months. Other union agreements do not address seasonal employee provisions.

There has been some discussion over whether the term "health insurance" is meant to include dental and vision coverage. The Governor's Office for Employee Relations (GOER) has advised that the term "health insurance" is meant to include health, dental, and vision benefits where applicable.

There has also been confusion over the exact meaning of the phrase "upon rehire." The Employee Benefits Division (EBD) and GOER agree that a new employee waiting period should not be imposed, and that the first day of the third payroll period after the employee returns to work is the most practical date to enroll the employee in applicable NYSHIP coverages.

### POLICY:

Benefits-eligible seasonal employees who leave the payroll and return to work in any benefits-eligible position within the time frame specified in their contract may enroll in NYSHIP health, dental, and vision (where applicable) effective the first day of the third payroll period following their return.