



THE DIOCESE OF YAKIMA • PASTORAL OFFICE
LA DIÓCESIS DE YAKIMA • CENTRO PASTORAL

Memo

To: Pastors and Bookkeepers

From: Melody Gulley
Benefits Administrator

Date: March 13, 2014

RE: Counting Hours for the Affordable Care Act - Measurement Period #2

This week is our second week of covering the requirements for Counting Hours. There are four different measurement periods, we will learn about one each week. For our second week we will review the “Standard Measurement Periods”.

For this week: Standard Measurement Period

This is called the “look-back” time. It is a period of time of 12 months prior to our open enrollment or administration period.

This is the time we track or count all employees’ hours that are on payroll. This 12 month period will determine whether an employee has averaged at least 30 hours per week, if this requirement is met, the employee will be eligible to have 100% of their medical insurance premium covered by their employer.

To review what we covered in week 1 please [click here](#). Next week we will continue to review additional measurement periods.

Thank you and abundant blessings!

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