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

Memo

To: **Pastors and Bookkeepers**

From: **Melody Gulley**
Benefits Administrator

Date: March 7, 2014

RE: **Counting Hours for the Affordable Care Act**

We realize the Affordable Care Act is a very confusing change for all of us; over the next few weeks we will try and help understand it a little better.

For this week: Full-time eligibility hours will be lowered.
Beginning January 1, 2015 all employees working 30 hours per week will be considered as full-time employees.

This is a change for the diocese since 35 hours per week is considered full-time. If an employee is full-time they are entitled to all benefits, determined by the Employee Personnel Policies Handbook. This will increase costs at all locations that are not previously paying all benefits for employees working 34 to 30 hours per week. Employees working 29 hours per week and below are not eligible for all benefits. You should budget appropriately for those employees in the upcoming Fiscal Year 2014 – 2015.

Next week we will review all the different measurement periods.

Thank you and abundant blessings!

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