

3.3 BELI STATUS QUALIFIER CODES (SQC)

Definition

Status Qualifier Codes are used in circumstances where there is not sufficient information to allow the payroll system to accurately derive an employee's BELI code. Use of a SQC prevents employees in qualified status situations from being reported as ineligible for benefits and from appearing on the "Out of Compliance" report.

Status Qualifier Codes

10 Appointment with Ending Date for Budgetary Purposes Only (currently not in use – see Note)

When a person is appointed for at least 50% time with an ending date "for budgetary purposes only", Full benefits or Mid-level benefits may be available. A BELI Code of 1 or 2 should be assigned as appropriate, along with a Status Qualifier Code of 10. The person must meet ongoing requirements for minimum appointment level and average regular paid time to remain in the benefits plans. The status qualifier should be deleted if the employee is reappointed to an indefinite period or for one year or more, or if an ending date is assigned which reflects the termination of the appointment.

Note: Appointments with end dates "for budgetary purposes only" should be entered as a "B" code in the "Duration" field for the appointment.

20 Average Appointment Percent Employee (Academic)

An Academic year appointment (July 1 through June 30) with different levels of percent time (greater than zero) in each quarter should be treated as a variable time appointment and benefits eligibility based on the average percent time for the total year's appointment. Averaging the appointment does not affect UCRP eligibility.

If the appointment is made for two or more years, each year (July 1 through June 30) should be averaged individually with benefits for the year based on the average for that year.

The service center should assign a BELI consistent with the average level of the appointment for the academic year (July 1 through June 30).

If the employment commitment is quarter-by-quarter, the initial appointment for the fall quarter must be evaluated separately with additional appointments subject to on-going requirements.

30 Extended Sick Leave Recipient

While on extended sick leave (80% of regular pay) for a work-related disability covered by Workers Compensation, an employee may continue benefits up to the six month maximum period of extended sick leave. If 80% of the normal pay status results in an appointment below 50% time, the SQC of 30 should be assigned. It should be deleted at the end of six months or when the employee's appointment returns to 50% time or more - whichever is earlier.

40 Stay at Work/Return to Work

Benefits may continue during a period of formally approved rehabilitation for up to six months. The SQC of 40 should be assigned at the beginning of the rehabilitation period and deleted at the end of the period.

In this context, rehabilitation refers to an employee who has returned to work part-time at the University as part of a formally approved plan and whose time worked is such that benefits would otherwise be lost during the rehabilitation attempt. For example, the approved plan might consist of one month at 25% time, two months at 40% and subsequent periods at 50% or more time. To avoid loss of benefits while the approved plan calls for 25% and 40% employment, the status qualifier code is appropriate.

Note: Continued benefits for both extended sick leave and special rehabilitation cannot exceed a combined total period of six months.

50 Split Student/Non Student Appointee Ineligible for Benefits

If any of an employee's appointments are limited/restricted or are in titles restricted to students, the employee is ineligible for benefits regardless of the nature of the other appointments. SQC 50 should be assigned in addition to the BELI code. The special status code should be deleted if the employee transfers to a non-student position.

60 Seasonal Employee

Individuals who work seasonally each year for less than three months (e.g., agricultural workers), or who are appointed for less than three months and will not be reappointed (appointed with no possibility of extension) may be excluded from Core benefits. The seasonal employee category does not apply to someone who has a series of short term appointments, with or without breaks in service, during the year.

70 Phased Retiree

The Phased Retirement Program was discontinued July 1, 1990. For the Santa Cruz campus, SQC 70 would *only* apply to the intercampus transfer of a faculty member who has an existing phased retirement contract.

80 "Grandfathered Employee"

This applies to a limited number of employees who were enrolled in medical, dental, or optical coverage at the time the BELI system was implemented and who otherwise would have been transferred to Core plans on January 1, 1990.

Use of SQC 80 would *only* apply if extending the appointment of an employee with an existing SQC 80, or the intercampus transfer of an employee with an existing SQC 80.

90 Sabbatical/Leave for Professional Renewal

Faculty or staff enrolled in medical, dental, optical and/or University-paid Basic or Core life insurance who go on sabbatical leave or leave for professional renewal at reduced pay may continue these coverages for up to 24 months so long as their paychecks cover any required deductions.

If the leave will be less than 50% time, SQC 90 should be assigned at the beginning of the period and deleted at the end of the period or at the end of 24 months from the date the leave originally began, whichever is earlier.