

Special Eligibility Code Chart Eligibility at Appointment

(November 2016)

Any position intended to last 12 weeks or less is not insurance eligible unless the appointed individual is entering the position as an insurance eligible Continuing Employee. A Continuing Employee will receive the better of either the level of coverage associated with the new position or the level the employee is entitled to due to his or her place in a Stability Period. Coverage attributable to the individual, and not to the position, may only be required for three months.

Not Seasonal Basis Appointment

Reg/Temp	Full/Part/Int	Scheduled Average Hours Per Week	Minimum Appointment Length	Special Eligibility Code
Column 1	Column 2	Column 3	Column 4	Column 5
Emergency	n/a	30 or more	45 days or less ¹	MX
	n/a	1-29	45 days or less	MX
	Intermittent	Variable	Any length	MX
	n/a	n/a	Position ineligible, employee eligible	AW12 / AW9 ²
Intern	Full time	40	More than 12 weeks	MF12
	Part time	30-39	More than 12 weeks	MF12
	Full / Part time	1-40	12 weeks or less	MX
	Part time	1-29	Any length	MX
	Intermittent	Variable	Any length	MX
	n/a	n/a	Position ineligible, employee eligible	AW12 / AW9
Limited (Unclassified) (Not including Student Workers)	Full time	40	More than 12 weeks	MF12
	Part time	30-39	More than 12 weeks	MF12
	Part time	1044 to 1565 hours but less than 30 hours week ³	More than 12 weeks	MP12
	Part time	1-1043 but less than 30 hours week	More than 12 weeks	MX
	Full / Part time	1-40	12 weeks or less	MX
	Intermittent	Variable	unknown	MX
Student Workers (Limited, Unclassified)	n/a	n/a	Position ineligible, employee eligible	AW12 / AW9
	Full time	40	More than 12 weeks	MF12
	Part time	30-39	More than 12 weeks	MF12
	Full / Part time	1-40	12 weeks or less	MX
	Part time	1-29	Any length	MX
	Intermittent	Variable	Any length	MX
n/a	n/a	Position ineligible, employee eligible	AW12 / AW9	

Reg/Temp	Full/Part/Int	Scheduled Average Hours Per Week	Minimum Appointment Length	Special Eligibility Code
Provisional	Full time	40	More than 12 weeks	MF12
	Part time	30-39	More than 12 weeks	MF12
	Part time	20-29	Any length	MP12
	Part time	1-19	Any length	MX
	Full / Part time	1-40	12 weeks or less	MX
	Intermittent	Variable	Any length	MX
	n/a	n/a	Position ineligible, employee eligible	AW12 / AW9
Temporary (Classified)	Full time	40	More than 12 weeks	AW12
	Part time	30-39	More than 12 weeks	AW12
	Full /Part time	1-40	12 weeks or less	MX
	Part time	1-29	Any length	MX
	Intermittent	Variable	Any length	MX
	n/a	n/a	Position ineligible, employee eligible	AW12 / AW9
Unlimited	Full time	40	More than 12 weeks	MF12
	Part time	30-39	More than 12 weeks	MF12
	Part time	20-29	Any length	MP12
	Part time	1-19	Any length	MX
	Intermittent	Variable	Any length	MX
	n/a	n/a	Position ineligible, employee eligible	AW12 / AW9

Non-State⁴ Limited to MVH resident worker, State Summer Aide, NR Smoke chaser, Student (not Student Worker), MNSCU Academic Exam Monitor, AmeriCorps Worker, Jobs and Training PA Work Experience, MAEF Employee, MN Foundation Student Org Employee. Agencies with these appointments must contact MMB to determine eligibility.

Reg/Temp	Full/Part/Int	Scheduled Average Hours Per Week	Minimum Appointment Length	Special Eligibility Code
Trainee Assignments	Corrections Officer Trainee			
	Full time	40	6 weeks or more	MF12
	n/a	n/a	Position ineligible, employee eligible	AW12 / AW9
	EBO Trainee			
	Full time	40	More than 12 weeks	MF12
	n/a	n/a	Position ineligible, employee eligible	AW12 / AW9
	Forensic Scientist 1			
	Full time	40	More than 12 weeks	MF12
	n/a	n/a	Position ineligible, employee eligible	AW12 / AW9
	Graduate Engineer			
	Full time	40	More than 12 weeks	MF12
	n/a	n/a	Position ineligible, employee eligible	AW12 / AW9

Reg/Temp	Full/Part/Int	Scheduled Average Hours Per Week	Minimum Appointment Length	Special Eligibility Code
Trainee Assignments	State Patrol Trooper Trainee 2 Full time n/a	40 n/a	More than 12 weeks Position ineligible, employee eligible	MF12 AW12 / AW9
	Weights & Measures Investigator Full time n/a	40 n/a	More than 12 weeks Position ineligible, employee eligible	MF12 AW12 / AW9

Seasonal Basis Appointment

Reg/Temp	Full/Part/Int	Scheduled Average Hours Per Week	Minimum Appointment Length	Special Eligibility Code
Seasonal	Full time	40	More than 6 months	DSF
	Part time	30-39	More than 6 months	DSF / DWF ⁵
	Full / Part time	1566 - 2088	More than 6 months	DSF
	Full / Part time	1044-1565 per year	More than 6 months	DSP
	Part time	1-19	More than 6 months	DX
	Full / Part time	1044-1565 hours ³	6 months or less	DSP
	Full / Part time	1043 hours and less	6 months or less	DX
	Intermittent n/a	Variable n/a	Any length Position ineligible, employee eligible	DX DWF
Temps, Interns and Student Workers	Full time	40	More than 6 months	DWF
	Part time	30-39	More than 6 months	DWF
	Part time	1-29	More than 6 months	DX
	Full / Part time	any number of hours	6 months or less	DX
	Intermittent	Variable	Any length	DX
	n/a	n/a	Position ineligible, employee eligible	DWF

October, 2015

¹ An Emergency Worker is limited to a 45 days appointment. Consequently, an Emergency Worker position will never be insurance eligible unless the individual is eligible due to a Stability Period or a Concurrent or Sequential Appointment.

² The AW12, AW9 and DWF codes must be used when an employee is insurance eligible under the law as but not under their applicable labor agreement or compensation plan. This code indicates that the position is eligible to waive under the appropriate conditions.

³ The range 1044-1565 is included in most labor agreements and compensation plans and so is included here. Although it is unlikely that an employee will work 1565 hours in less than six months it is technically possible.

⁴ The insurance eligibility of Non State employees varies widely. The employee may be insurance eligible if the number of hours and length of appointment is anticipated to be such that the position is eligible and if the employee is a common law employee of the appointing agency. It is advised agencies consult with MMB before making an eligibility determination.

⁵ The DWF code must be used when the employee is eligible for the full employer contribution level coverage under the law but not the applicable labor agreement or compensation plan. This code indicates that the position is eligible to waive under the appropriate conditions. Under most labor agreements and compensation plans, a Seasonal employee is eligible for the full employer contribution when anticipated to work at least 1,566 hours in a calendar year.