

Full-time to Part-time Employment

If a change in employment status, such as moving from full-time to part-time employment, results in eligibility as a part-time employee, a positive enrollment action must take place to facilitate that coverage since the eligibility system will automatically terminate coverage when full-time status ends. Any change in coverage must be consistent with the event. Contact DHRM's Office of Health Benefits for assistance in determining consistency of requested changes.

In any case, reduction of hours resulting in loss of coverage (including change in the terms and condition of coverage) is an Extended Coverage/COBRA qualifying event based on the loss of employer contribution to the cost of coverage. Even if an employee continues to be eligible for coverage and/or elects coverage as a classified part-time employee, Extended Coverage/COBRA should be offered if the employee had health plan coverage as a full-time employee at the time of the qualifying event and lost coverage due to the event. See section entitled ***Extended Coverage/COBRA*** for more information.