

# A New ACA Year for Part-Time Employees – Time to Plan the Next Year Accordingly!



In 2013, the Commonwealth of Virginia adopted provisions necessary to ensure compliance with the Affordable Care Act (ACA), that limits all state, part-time employees to working no more than 29 hours per week, on average, over the course of a 12-month measurement period. The 12-month measurement period as determined by the Commonwealth of Virginia is May 1 through April 30 of the following year. Careful planning and scheduling should be a priority to avoid exceeding the yearly limit.

## Important Reminders

This applies to all part-time employee types including:

- Wage
- Adjunct
- Temporary Non-Teaching (TNT)
- Recurring Non-Teaching (RNT)
- Part-time Salaried Non-Teaching (PTS)
- Student

- *Hours worked are cumulative for employees working multiple part-time jobs at JMU throughout the measurement period.*
- *Weekly work schedules may vary depending on the needs of the department, provided the 29 hour per week average is maintained.*
- *JMU is not authorized to grant exceptions to these provisions.*
- *JMU may only rehire former retirees into a wage position or an adjunct faculty position.*

## Helpful Links

- [JMU HR and the ACA](#)
- [Policy 1325: Wage Employment](#)
- [HR Consultant](#)



## Did you know?

Per ACA regulations and commonly referred to as the “1326 rule,” higher education agencies in the Commonwealth of Virginia must not re-hire former full-time employees into any part-time position at the same agency until the employee has been separated from the agency for a minimum of 26 weeks.