MEMORANDUM

To: Employees of Non-Tax Levy Entities at City College
From: Felix Lam, VP Finance
       John Siderakis, AVP Human Resources
Date: November 11, 2015
Re: Health Benefits for Non-Tax Levy Employees, Affordable Care Act

Under the Affordable Care Act (ACA), a large employer is required to offer reasonable and affordable health care coverage to substantially all its “full-time employees”. In order to comply with ACA requirements, this memo defines “full-time employees” employed by the various Non-Tax Levy (NTL) entities that operate at the City College. The NTL entities that operate at City College include the City College 21st Century Foundation, Inc., the City College Student Services Corporation, the City College Auxiliary Enterprises Corporation, the City College Child Development Center, Inc., and the City College of New York Bursar Special.

A full-time employee of a NTL entity at City College is defined as an employee who works 30 hours per week or 130 hours per calendar month. Each hour of work is defined as each hour an employee is paid or entitled to payment for the performance of their duties including vacation time and other forms of authorized leave time.

Any employee who is already covered or is eligible to be covered by a health insurance plan provided by the City University of New York is not eligible for the health insurance policy provided by a NTL entity operating at the City College.

If you have any questions regarding eligibility, or would like to participate the health insurance plan provided by a NTL entity, please contact Kim Ferguson at 212-650-7963 or at kferguson@ccny.cuny.edu. Thank you.

C: K. Ferguson