“Initial Eligibility” vs “Ongoing Eligibility”
This seems to be an area causing consternation to many DBRs. Understanding this elusive concept will make parts of your job much easier. Here are some essential points to remember when distinguishing between “Initial” vs “Ongoing” (this is a snippet from our DBR Training—Managing The BELI). More details can also be found in the “BELI Reference Material” located on your DBR Dashboard.

Initial Eligibility (Apples)
- Determined (generally) by the nature of the appointment
  - Percent of appointment
  - Duration of appointment
  - Appointment Type
    - Example:
      - “Per Diem” is not eligible
      - “Floater” restricts eligibility
  - Title code
    - Example:
      - Certain “visiting” titles restrict eligibility
      - Residents/Postdocs title codes indicate eligibility for other insurance programs
- Subsequent change to the appointment which provides a greater level of benefits eligibility (e.g., extension of appointment, or an increase to percent time requiring a change of Assigned BELI, e.g., from “3” to “1”)
- 1000-hour rule
  - Limited appointee attains 1000 hours during a rolling 12-month period
  - Re-appointment during 12-month rolling period and “benefits bucket” is still at/above 1000 hours
- Multiple Appointments cumulatively make individual eligible

Continuing/Ongoing Eligibility (Oranges)
- Not affected (immediately) by changes to the nature of the appointment provided there is no break in service (e.g., reduction of percent time to a level lower than that of initial eligibility) and appointment type remains eligible—for example:
  - An employee reduced to 30%—who had worked 100% for prior 12-month period—would maintain “ongoing eligibility” for Full Benefits for approximately 8 to 9 months prospectively. This is due to the 12-month rolling average of hours/week.
- Once enrolled in any benefits package (Full, Mid-level, or Core), continuing eligibility is maintained (BELI remains unchanged) until the average hours worked per week during a rolling 12-month period, drops to below 17.5 for two consecutive months
Applies only to medical, dental, vision, Basic Life, Short-term Disability and Supplemental Disability. All other benefits continue as long as appointment type remains “eligible” and there are sufficient earnings to cover deductions.
• See “Avg Hr/Wk.” data element (OLPPS/IHRS)