

Chapter 172, P.L. 2003 provides part-time faculty members and employees at Montclair State University eligibility for enrollment for coverage in the State Health Benefits Program (SHBP), provided that the part-time employee is a member of a State administered retirement system. Under the law, the employee can enroll in **NJ Plus** and the **Employee Prescription Drug Plan**. If an eligible employee or faculty member elects to enroll and purchase coverage, the employee or faculty member must pay the full cost of the coverage.

Part-Time Active Employee Eligibility

Eligibility for coverage is determined by the State Health Benefits Program (SHBP). Enrollments, terminations, changes to contracts, etc., must be processed through the MSU Benefit's Office.

To be eligible for coverage under the provisions of Chapter 172, an employee must be:

- A member of a State-administered retirement system (Public Employees' Retirement System or the Teachers' Pension and Annuity Fund; and:
- A part-time employee of Montclair State University; or
- A part-time faculty member of MSU – including part-time lecturer or adjunct faculty member that participates in the State Health Benefits Program.

Enrollment

Part-time employees cannot be covered by the health benefits provided under Chapter 172, P.L. 2003, until enrolled in both a New Jersey State-administered retirement system and the SHBP. When eligible for enrollment in a retirement system, the University will provide you with the *Part-Time Employees State Health Benefits Application*. You must complete the application, providing all of the information requested and submit it to the Benefit's Office in the Division of Human Resources (CO 314B). There is a two month waiting period before health benefits coverage begins.

Part-time employees may select both NJ Plus and the Employee Prescription Drug Plan coverage, or NJ Plus coverage only (part-time employees cannot enroll in only the Employee Prescription Drug Plan.)

Once enrolled in the SHBP, you will be billed monthly for the cost of your selected coverage. Rate charts showing the cost of coverage are available from the Benefit's office or on the SHBP's Internet home page at www.state.nj.us/treasury/pensions/shbp.htm.

For more information, contact the Benefit's Office at extension 4395.