

## PERSONNEL STATUS CODES SIMPLIFIED

March 2008

MainePERS is taking another step toward simplifying reporting requirements by reducing the number of Personnel Status Codes (PSC) from 29 to 8 codes. The chart to the right compares the PSC codes you now use and the new, “short” list of PSC codes. You may start using the new codes immediately, and we encourage you to begin as soon as possible. Effective January 2009, MainePERS will accept only the new codes for Applications for Membership and payroll reports.

For more information, contact Employer Services:

[Employer.Services@mainepers.org](mailto:Employer.Services@mainepers.org);

Direct: 207-512-3200

Toll free: 1-800-451-9800

Current PSC	New PSC
11 - Permanent Full Time 21 - Permanent Full Time PST 71 - Grant Funded Full Time 73 - Grant Funded Full Time PST	11 - Full time
12 - Permanent Part Time 22 - Permanent Part Time PST 72 - Grant Funded Part Time 74 - Grant Funded Part Time PST	12 - Part Time
17 - Project Full Time 18 - Project Part Time 27 - Project Full Time PST 28 - Project Part Time PST 29 - Project Intermittent PST 23 - Permanent Intermittent PST 26 - Seasonal Intermittent PST 42 - Intermittent Extracurricular PST 43 - Extracurricular G.F. Inter. PST 61 - Substitute Teacher PST 63 - Adult Ed. PST < 9/1/78 64 - Adult Ed. PST > 9/1/78 75 - Grant Funded Intermittent PST	17 - Project/Intermittent FT & PT (not elig. for Group Life Insurance)
14 - Seasonal Full Time 24 - Seasonal Full-Time PST	14 - Seasonal Full Time
15 - Seasonal Part Time 25 - Seasonal Part Time PST	15 - Seasonal Part Time
52 - Insurance Only, Retired	52 - Insurance Only, Retired
65 - Insurance Only Full Time 67 - Insurance Only Part Time	65 - Insurance Only, Active
53 - Retired, Returned to Work	53 - Retired, Returned to Work

## APRIL 1<sup>st</sup> - MAINEPERS GROUP LIFE INSURANCE

The pay period that includes April 1<sup>st</sup> is upon us. This is the pay period that employers adjust the member’s level of coverage based on changes in annual base compensation. This year, April 1 also is the effective date for moving to age-based supplemental rates. For more information, see Group Life Insurance information in the [Employer section](#) of our Web site. Additional information on the April 1 pay period may be found in the [May 2007](#) issue of *Employer Update*.

## CHANGES IN MAINEPERS GROUP LIFE INSURANCE

Revisions to MainePERS Group Life Insurance Program rule took effect on January 20, 2008. Highlights of the new rule include:

### **1. Key Participation Requirements:**

- Approved Application for Coverage
- Paid-up premiums
- Employed at least 20 hours or 2.5 days per week
- Teachers who change employers are treated as new hires. The employer no longer has to research prior coverage elections.
- Retirees returning to work in eligible positions may elect GLI coverage

### **2. PLD employees covered under another “qualified retirement plan” may continue Basic coverage into retirement at no cost if they:**

- Are 60, or have 25 years of service under the other qualified plan
- Have ten years of group life coverage
- Have group life at the time of termination

### **3. When there has been a lapse of coverage due to employer or MainePERS error, the employee may obtain coverage by:**

- Payment of all back premiums; or
- Go-forward coverage only if approved via Evidence of Insurability (EOI). Payment of back premiums option is available if EOI is denied.

### **4. Military Leave employees who did not pay premiums while on leave may re-instate coverage at no cost if they apply within 31 days of returning to work.**

There is a copy of the new rule on the [Employer Section](#) of [MainePERS.org](#) under “Spotlight.” For more information, contact Survivor Services: [Survivor.Services@mainepers.org](mailto:Survivor.Services@mainepers.org); Direct: 207-512-3244  
Toll free: 1-800-451-9800 x 3244.

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## MAINEPERS GROUP LIFE INSURANCE PROGRAM UPDATES

Effective April 1, 2008, all employers who offer Group Life Insurance coverage through MainePERS, can offer all Supplemental and Dependent coverage options. MainePERS intent is to standardize Group Life Insurance coverage options for all PLD employees. Most employers already offer this full range of Group Life options. Employees who wish to obtain additional coverage may use the Evidence of Insurability process. Forms to request Evidence of Insurability are available via [www.mainepers.org](http://www.mainepers.org). For more information, contact Survivor Services: [Survivor.Services@mainepers.org](mailto:Survivor.Services@mainepers.org); Direct: 207-512-3244; Toll free: 1-800-451-9800 x 3244.