



# REI PART-TIME FLEX PLAN ELIGIBILITY CHANGES – QUICK REFERENCE GUIDE

## READ THE HIGHLIGHTS

- We continue to offer the same great Flex plans to eligible employees.
- Full-time employees — Nothing changes.
- Part-time employees — Our 20-hour eligibility threshold remains the same, but how we measure hours to determine Flex eligibility is changing.
  - Many will be covered **SOONER**: New part-time employees are considered for coverage after working for REI for 12 months instead of 1,500 hours.
  - Coverage is **LONGER** providing **MORE STABILITY**: Once employees are eligible for Flex benefits, their coverage is guaranteed for 12 months.
  - Determining coverage is **EASIER**: Part-time employees' hours are reviewed annually so hours worked during busier times of the year are included, helping to minimize the seasonal impact on Flex benefits eligibility.
  - Planning for coverage is **MORE PREDICTABLE**: We have tools to help employees determine where and when to get coverage.

## KNOW WHAT'S CHANGING AND WHAT'S NOT

Flex Eligibility Components	Current	New - October 2014
<b>Initial Evaluation Period for New Employees</b>	1,500 hours <ul style="list-style-type: none"><li>• 25 hours = eligibility @ 14 months</li><li>• 20 hours = eligibility @ 18 months</li></ul>	Reviewed for benefits after 12 months of employment
<b>Average Weekly Hours Required for Coverage</b>	20 hours per week based on previous 6 months worked (rolling average)	20 hours per week based on a defined 12-month period
<b>Coverage Period</b>	3 months	12 months
<b>Ongoing Evaluation Period</b>	Quarterly Review (Audit)	Annual Review

See the next page for details on the transition and resources to help you know how these changes affect you.  
If you have questions, please reach out to the HR Employee Service Center at  
1-800-999-4734 ext. 4747 or at [hrhr@rei.com](mailto:hrhr@rei.com).



## AS A CURRENT PART-TIME EMPLOYEE, HOW DOES THIS AFFECT YOU?

Your transition to our new eligibility rules will depend on how long you've been employed with REI. To learn more:

- Watch the [HEALTH CARE ELIGIBILITY VIDEO](#) on [foryourbenefit-REI.com](http://foryourbenefit-REI.com)
- Review the **BROCHURE** sent to your work
- Use the **EMPLOYEE HEALTH CARE ELIGIBILITY** resource located on Snaplink in Employee Self-Service (ESS) to track when you're reviewed, covered and how your hours are tracking toward eligibility.

## OTHER RESOURCES

### FORYOURBENEFIT-REI.COM:

- [FLEX ELIGIBILITY ESTIMATOR TOOL](#): Interactive tool that will help you determine when you'll be evaluated and when you might be eligible for benefits
- [FAQS AND GLOSSARY](#)

### HR EMPLOYEE SERVICE CENTER:

- As always, we are here to help employees with any questions they may have. Email at [hrhr@rei.com](mailto:hrhr@rei.com) or by phone 1-800-999-4734, ext. 4747.