

Standard Look Back

The Standard Look Back process is used to measure the hours worked by Ongoing Employees. The purpose of measuring employees is to identify those that are full time and must be offered medical coverage according to the Affordable Care Act rules. Ongoing Employees includes any employee employed by any branch of state government on the first day of the Standard Measurement Period.

The Standard Administrative Period is the period of time that Agencies must review the hours worked by all employees in each year as indicated below. An employee is measured as full time if they work on average 30 or more hours per week throughout the Standard Measurement Period. Employees found to be full time during the Standard Measurement Period are eligible for coverage throughout the associated Standard Stability Period.

Remember, not all employees are included in the Standard Look Back, it is only those who were employed in any branch of state government on the first day of the Standard Measurement Period. Any employee not included in the Standard Look Back is in an Initial Measurement Period.

This table defines Standard Look Backs for the Executive branch, the Judicial Branch, Minn State, and any state agency following the Executive branch's pay periods. Each row represents one Standard Look Back period.

Standard Measurement Period	Standard Administrative Period	Standard Stability Period
Oct. 23, 2013 - Oct. 21, 2014	Oct. 22, 2014 - Dec. 31, 2014	Jan. 1, 2015 - Dec. 31, 2015
Oct. 22, 2014 - Oct. 20, 2015	Oct. 21, 2015 - Dec. 31, 2015	Jan. 1, 2016 - Dec. 31, 2016
Oct. 21, 2015 - Oct. 18, 2016	Oct. 19, 2016 - Dec. 31, 2016	Jan. 1, 2017 - Dec. 31, 2017
Oct. 19, 2016 - Oct. 17, 2017	Oct. 18, 2017 - Dec. 31, 2017	Jan. 1, 2018 - Dec. 31, 2018
Oct. 18, 2017 - Oct. 16, 2018	Oct. 17, 2018 - Dec. 31, 2018	Jan. 1, 2019 - Dec. 31, 2019
Oct. 17, 2018 - Oct. 15, 2019	Oct. 16, 2019 - Dec. 31, 2019	Jan. 1, 2020 - Dec. 31, 2020
Oct. 16, 2019 - Oct. 13, 2020	Oct. 14, 2020 - Dec. 31, 2020	Jan. 1, 2021 - Dec. 31, 2021
Oct. 14, 2020 - Oct. 12, 2021	Oct. 13, 2021 - Dec. 31, 2021	Jan. 1, 2022 - Dec. 31, 2022
Oct. 13, 2021 - Oct. 11, 2022	Oct. 12, 2022 - Dec. 31, 2022	Jan. 1, 2023 - Dec. 31, 2023
Oct. 12, 2022 – Oct. 10, 2023	Oct. 11, 2023 – Dec. 31, 2023	Jan. 1, 2024 – Dec. 31, 2024
Oct. 11, 2023 – Oct. 8, 2024	Oct. 9, 2024 – Dec. 31, 2024	Jan. 1, 2025 – Dec. 31, 2025
Oct. 9, 2024 – Oct. 7, 2025	Oct. 8, 2025 – Dec. 31, 2025	Jan. 1, 2026 – Dec. 31, 2026