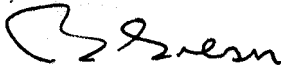


Date: February 04, 2008

Code: TECHNICAL LETTER
HR/Salary 2008-02

To: Human Resources Directors
Payroll Managers

From: Bruce J. Gibson
Senior Director
Systemwide Benefits



Reference: TECHNICAL LETTER
HR/Salary 2007-01

Subject: 2007/08 Rural Health Care Stipend for CSUEU (Units 2, 5, 7 and 9) Employees

Overview

Audience: Human Resources Directors, Payroll Managers, Benefits Officers and/or campus designee(s) responsible for evaluating and processing employee stipends

Action Item: Implementation of Rural Health Care Stipend

Affected Employee Group(s)/Unit(s): Eligible CSUEU (Units 2, 5, 7 and 9) Employees

Summary

This Technical Letter provides information regarding the Rural Health Care stipend for eligible CSUEU employees for fiscal year 2007/2008.

CSUEU employees enrolled in CalPERS sponsored non-HMO health plans, who reside in specified zip codes in which there are no Cal PERS approved HMOs, are eligible to receive a \$1,000 stipend, if they meet all of the criteria of the program.

Campus Human Resources Directors, Payroll Managers, and designee(s) responsible for evaluating eligibility and processing employee stipends should review the remainder of this Technical Letter for more detailed information.

Distribution:

CSU Presidents
Interim Vice Chancellor, Human Resources
Vice Presidents, Administration
Associate Vice Presidents/Deans of Faculty
Benefits Officers

HR Professionals
Budget Officers

Detailed Program Information for Stipend Provision

❖ Rural Health Care Stipend:

- To be eligible for the \$1,000 Rural Health Care Stipend, the employee must meet the following criteria during the January 2008 pay period:
 - Must be enrolled in a CalPERS sponsored non-HMO health plan.
 - Must reside in a zip code determined by CalPERS to be a rural area in which there are no CalPERS board approved Health Maintenance Organizations. A list of relevant zip codes, effective January 1, 2008, is provided in Attachment B. The list also includes split zip codes, which are assigned to more than one county. Please note, if an employee resides in a split zip code identified on the list, campuses must determine if the employee's address is in the county that is specified on the list in order to be eligible. For example, zip code 95973 is a shared zip code for Butte and Tehama counties in Chico, CA. However, the employee's address must be in Tehama County to qualify for the Rural Health Care Stipend.
 - Must be in active or on-leave status.
- Employees enrolled in FlexCash are not eligible.
- The stipend is not prorated by timebase for CSUEU employees. Eligible part-time employees receive the full \$1,000 stipend, regardless of timebase.
- Employees with Indeterminate or Intermittent appointments are not eligible for the Rural Health Care Stipend since they are not eligible for health care benefits.
- HR-ISA will generate payroll transactions for eligible employees based on the criteria outlined above. Payments will be generated by the SCO the week of February 4, 2008.
- To identify those CSUEU employees eligible for the stipend, **CIRS Compendium Report A33, Cycle 0802**, will be available the week of February 4, 2008. This report does not include employees who reside in zip codes listed in Attachment B as split between eligible and ineligible counties.
- To identify those CSUEU employees who may be eligible for the stipend but reside in zip codes that are split between eligible and ineligible counties, **CIRS Compendium Report A50, Cycle 0802** will be available the week of February 4, 2008. Campuses must process payments for these employees manually.
- Campuses are responsible for verifying that the employee is entitled to the stipend payment by verifying the following criteria:
 - Health benefit enrollment during the January 2008 pay period.
 - Residence in a qualifying zip code during the January 2008 pay period.
 - Active or on-leave status during the January 2008 pay period.
- If the campus deems the employee ineligible, the campus must return the check to the SCO or reverse the direct deposit, as appropriate. In the event a campus deems an employee eligible and no payment was generated by the SCO, the campus must process the payment manually. Stipend payments must be made prior to April 1, 2008.

The following processing instructions are provided in Attachment A:

⇒ Additional Pay Program – Rural Health Care Stipend

Refer to program information and processing instructions available on the Human Resources Web site at:
<http://www.calstate.edu/HRAdm/SalaryProgram/CSEA/index.shtml>.

Please direct questions regarding this technical letter as follows:

- | | |
|--|--|
| ➤ Stipend processing instructions | CSU Audits representative at the SCO |
| ➤ CMS Baseline processing instructions | CMS liaison for systemwide HR at (526) 951-4418 |
| ➤ Collective bargaining aspects | Collective Bargaining at (562) 951-4400 |
| ➤ All other questions | Human Resources Administration at (562) 951-4411 |

This document is available on the Human Resources Administration's Web site at:

<http://www.calstate.edu/HRAdm/memos.shtml>.

BJG/gs
Attachment

PROCESSING INSTRUCTIONS

ADDITIONAL PAY PROGRAM – Rural Health Care Stipend

PIP PROCESSING INFORMATION:	
Processing Responsibility:	<ul style="list-style-type: none"> HR-ISA will generate a payment transaction file for the SCO to process. The campus is responsible for keying stipends for employees whom the campus deems eligible and were not paid by the SCO.
Processing Dates(s):	<ul style="list-style-type: none"> Payments will be generated the week of 02/04/08. The CIRS Compendium Reports A33 and A50 will be available the week of 02/04/08.
Earnings ID:	GE
Amount:	\$1,000
Subject to Retirement Withholdings:	No
Taxable/Reportable:	Yes
Subject to Medicare/Social Security	Yes
Included in Calculation for Overtime:	Yes, only in the pay period in which the stipend was paid.
Included in Calculation for NDI/IDL payments:	No
Additional Information	N/A

CMS PROCESSING INFORMATION:	
Workforce Administration:	N/A
Temporary Faculty	N/A
Benefits:	See Additional Instructions below.
Time and Labor:	<ul style="list-style-type: none"> Earnings ID: <ul style="list-style-type: none"> RS1 – Process via Additional Pay Effective Date: Varies - must be within the January 2008 pay period Amount: \$1,000
Leave Accounting:	N/A
Absence Management:	N/A
Labor Cost Distribution:	N/A
Additional Instructions:	Additional communication to be provided via CMS should a change be required in CMS Baseline for Benefits.

Rural Subsidy Health Plan Zip Codes

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Zip	City	State	County
92242	BIG RIVER	CA	SAN BERNARDINO
92267	BLACK MEADOW LANDING	CA	SAN BERNARDINO
92280	BLYTHE	CA	SAN BERNARDINO
92328	DEATH VALLEY	CA	INYO
92363	CHEMEHUEVI	CA	SAN BERNARDINO
92384	SHOSHONE	CA	INYO
92389	TECOPA	CA	INYO
93450	SAN ARDO	CA	MONTEREY
93512	BISHOP	CA	MONO
93513	BIG PINE	CA	INYO
93514	BISHOP	CA	INYO
93515	BISHOP	CA	INYO
93517	BRIDGEPORT	CA	MONO
93522	DARWIN	CA	INYO
93526	ABERDEEN	CA	INYO
93528	JOHANNESBURG	CA	KERN
93529	JUNE LAKE	CA	MONO
93530	KEELER	CA	INYO
93541	LEE VINING	CA	MONO
93542	LITTLE LAKE	CA	INYO
93545	ALABAMA HILLS	CA	INYO
93546	CROWLEY LAKE	CA	MONO
93549	CARTAGO	CA	INYO
93554	GARLOCK	CA	KERN
93555	RIDGECREST	CA	KERN
93556	RIDGECREST	CA	KERN
93901	SALINAS	CA	MONTEREY
93902	SALINAS	CA	MONTEREY
93905	ALISAL	CA	MONTEREY
93906	SALINAS	CA	MONTEREY
93907	SALINAS	CA	MONTEREY
93908	SALINAS	CA	MONTEREY
93912	SALINAS	CA	MONTEREY
93915	SALINAS	CA	MONTEREY
93920	BIG SUR	CA	MONTEREY
93921	CARMEL	CA	MONTEREY
93922	CARMEL	CA	MONTEREY
93923	CARMEL	CA	MONTEREY
93924	CARMEL VALLEY	CA	MONTEREY
93925	CHUALAR	CA	MONTEREY
93926	GONZALES	CA	MONTEREY
93927	GREENFIELD	CA	MONTEREY
93928	FORT HUNTER LIGGETT	CA	MONTEREY
93930	KING CITY	CA	MONTEREY
93932	LOCKWOOD	CA	MONTEREY
93933	MARINA	CA	MONTEREY
93940	DEL REY OAKS	CA	MONTEREY
93942	MONTEREY	CA	MONTEREY
93943	MONTEREY	CA	MONTEREY
93944	MONTEREY	CA	MONTEREY
93950	DEL MONTE PARK	CA	MONTEREY

Rural Subsidy Health Plan Zip Codes

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93953	PEBBLE BEACH	CA	MONTEREY
93954	SAN LUCAS	CA	MONTEREY
93955	SAND CITY	CA	MONTEREY
93960	SOLEDAD	CA	MONTEREY
93962	SALINAS	CA	MONTEREY
95004	AROMAS	CA	MONTEREY
95012	CASTROVILLE	CA	MONTEREY
95024	HOLLISTER	CA	SAN BENITO
95039	MOSS LANDING	CA	MONTEREY
95043	NEW IDRIA	CA	SAN BENITO
95045	SAN JUAN BAUTISTA	CA	SAN BENITO
95075	TRES PINOS	CA	SAN BENITO
95221	ALTAVILLE	CA	CALAVERAS
95222	ANGELS CAMP	CA	CALAVERAS
95223	ARNOLD	CA	CALAVERAS
95224	AVERY	CA	CALAVERAS
95225	BURSON	CA	CALAVERAS
95226	CAMPO SECO	CA	CALAVERAS
95228	COPPEROPOLIS	CA	CALAVERAS
95229	DOUGLAS FLAT	CA	CALAVERAS
95232	GLENCOE	CA	CALAVERAS
95233	HATHAWAY PINES	CA	CALAVERAS
95245	MOKELUMNE HILL	CA	CALAVERAS
95246	MOUNTAIN RANCH	CA	CALAVERAS
95247	MURPHYS	CA	CALAVERAS
95248	RAIL ROAD FLAT	CA	CALAVERAS
95249	SAN ANDREAS	CA	CALAVERAS
95250	SAN ANDREAS	CA	CALAVERAS
95251	VALLECITO	CA	CALAVERAS
95252	VALLEY SPRINGS	CA	CALAVERAS
95254	WALLACE	CA	CALAVERAS
95255	WEST POINT	CA	CALAVERAS
95257	WILSEYVILLE	CA	CALAVERAS
95305	BIG OAK FLAT	CA	TUOLUMNE
95309	CHINESE CAMP	CA	TUOLUMNE
95310	COLUMBIA	CA	TUOLUMNE
95314	DARDANELLE	CA	TUOLUMNE
95327	JAMESTOWN	CA	TUOLUMNE
95335	COLD SPRINGS	CA	TUOLUMNE
95346	MI WUK VILLAGE	CA	TUOLUMNE
95347	MOCCASIN	CA	TUOLUMNE
95364	PINECREST	CA	TUOLUMNE
95370	SONORA	CA	TUOLUMNE
95372	SOULSBYVILLE	CA	TUOLUMNE
95373	SONORA	CA	TUOLUMNE
95375	PINECREST	CA	TUOLUMNE
95379	TUOLUMNE	CA	TUOLUMNE
95383	TWAIN HARTE	CA	TUOLUMNE
95422	CLEARLAKE	CA	LAKE
95423	CLEARLAKE OAKS	CA	LAKE
95424	CLEARLAKE PARK	CA	LAKE
95426	COBB	CA	LAKE

Rural Subsidy Health Plan Zip Codes

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95435	FINLEY	CA	LAKE
95443	GLENHAVEN	CA	LAKE
95451	KELSEYVILLE	CA	LAKE
95453	LAKEPORT	CA	LAKE
95457	LOWER LAKE	CA	LAKE
95458	LUCERNE	CA	LAKE
95461	ANDERSON SPRINGS	CA	LAKE
95464	NICE	CA	LAKE
95467	MIDDLETOWN	CA	LAKE
95485	UPPER LAKE	CA	LAKE
95493	UPPER LAKE	CA	LAKE
95527	BURNT RANCH	CA	TRINITY
95531	CRESCENT CITY	CA	DEL NORTE
95532	CRESCENT CITY	CA	DEL NORTE
95538	CRESCENT CITY	CA	DEL NORTE
95543	GASQUET	CA	DEL NORTE
95548	KLAMATH	CA	DEL NORTE
95552	MAD RIVER	CA	TRINITY
95563	SALYER	CA	TRINITY
95567	SMITH RIVER	CA	DEL NORTE
95568	SOMESBAR	CA	SISKIYOU
95595	ZENIA	CA	TRINITY
95601	AMADOR CITY	CA	AMADOR
95629	FIDDLETOWN	CA	AMADOR
95636	GRIZZLY FLATS	CA	EL DORADO
95642	CLINTON	CA	AMADOR
95644	PIONEER	CA	AMADOR
95646	AMADOR STATION	CA	ALPINE
95654	JACKSON	CA	AMADOR
95656	MOUNT AUKUM	CA	EL DORADO
95665	PINE GROVE	CA	AMADOR
95666	PIONEER	CA	AMADOR
95675	MOUNT AUKUM	CA	AMADOR
95684	FAIR PLAY	CA	EL DORADO
95685	SUTTER CREEK	CA	AMADOR
95689	VOLCANO	CA	AMADOR
95699	DRYTOWN	CA	AMADOR
95709	CAMINO	CA	EL DORADO
95720	KYBURZ	CA	EL DORADO
95721	ECHO LAKE	CA	EL DORADO
95724	NORDEN	CA	NEVADA
95726	FRESH POND	CA	EL DORADO
95728	CISCO	CA	NEVADA
95735	TWIN BRIDGES	CA	EL DORADO
95915	BELDEN	CA	PLUMAS
95918	BROWNS VALLEY	CA	YUBA
95919	BROWNSVILLE	CA	YUBA
95923	CANYON DAM	CA	PLUMAS
95934	CRESCENT MILLS	CA	PLUMAS
95935	DOBBINS	CA	YUBA
95947	ALMANOR	CA	PLUMAS
95953	LIVE OAK	CA	SUTTER

Rural Subsidy Health Plan Zip Codes

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95956	MEADOW VALLEY	CA	PLUMAS
95962	OREGON HOUSE	CA	YUBA
95971	BUCKS LAKE	CA	PLUMAS
95972	RACKERBY	CA	YUBA
95977	FRENCH CORRAL	CA	NEVADA
95980	OROVILLE	CA	PLUMAS
95982	SUTTER	CA	SUTTER
95983	GENESEE	CA	PLUMAS
95984	TWAIN	CA	PLUMAS
95991	TIERRA BUENA	CA	SUTTER
95992	YUBA CITY	CA	SUTTER
95993	YUBA CITY	CA	SUTTER
96001	KESWICK	CA	SHASTA
96002	REDDING	CA	SHASTA
96003	REDDING	CA	SHASTA
96006	ADIN	CA	MODOC
96007	ANDERSON	CA	SHASTA
96008	BELLA VISTA	CA	SHASTA
96009	BIEBER	CA	LASSEN
96010	BIG BAR	CA	TRINITY
96011	BIG BEND	CA	SHASTA
96013	BURNEY	CA	SHASTA
96014	CALLAHAN	CA	SISKIYOU
96015	CANBY	CA	MODOC
96016	CASSEL	CA	SHASTA
96017	CASTELLA	CA	SHASTA
96019	SHASTA LAKE	CA	SHASTA
96020	CHESTER	CA	PLUMAS
96021	CORNING	CA	TEHAMA
96022	COTTONWOOD	CA	SHASTA
96023	DORRIS	CA	SISKIYOU
96024	DOUGLAS CITY	CA	TRINITY
96025	DUNSMUIR	CA	SISKIYOU
96027	ETNA	CA	SISKIYOU
96028	FALL RIVER MILLS	CA	SHASTA
96029	CORNING	CA	TEHAMA
96031	FORKS OF SALMON	CA	SISKIYOU
96032	FORT JONES	CA	SISKIYOU
96033	FRENCH GULCH	CA	SHASTA
96034	GAZELLE	CA	SISKIYOU
96035	GERBER	CA	TEHAMA
96037	GREENVIEW	CA	SISKIYOU
96038	GRENADA	CA	SISKIYOU
96039	HAPPY CAMP	CA	SISKIYOU
96040	HAT CREEK	CA	SHASTA
96041	HAYFORK	CA	TRINITY
96046	HYAMPOM	CA	TRINITY
96047	IGO	CA	SHASTA
96048	HELENA	CA	TRINITY
96049	REDDING	CA	SHASTA
96050	KLAMATH RIVER	CA	SISKIYOU
96051	LAKEHEAD	CA	SHASTA

Rural Subsidy Health Plan Zip Codes

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96052	LEWISTON	CA	TRINITY
96054	LOOKOUT	CA	MODOC
96055	LOS MOLINOS	CA	TEHAMA
96056	MCARTHUR	CA	LASSEN
96057	MCCLOUD	CA	SISKIYOU
96058	MACDOEL	CA	SISKIYOU
96059	MANTON	CA	TEHAMA
96061	MILL CREEK	CA	TEHAMA
96062	MILLVILLE	CA	SHASTA
96063	LASSEN VOLCANIC NATIONAL PAR	CA	TEHAMA
96064	MONTAGUE	CA	SISKIYOU
96065	MONTGOMERY CREEK	CA	SHASTA
96067	MOUNT SHASTA	CA	SISKIYOU
96068	NUBIEBER	CA	LASSEN
96069	OAK RUN	CA	SHASTA
96070	LAKEHEAD	CA	SHASTA
96071	OLD STATION	CA	SHASTA
96073	PALO CEDRO	CA	SHASTA
96074	PASKENTA	CA	TEHAMA
96075	PAYNES CREEK	CA	TEHAMA
96076	PLATINA	CA	SHASTA
96078	PROBERTA	CA	TEHAMA
96079	SHASTA LAKE	CA	SHASTA
96080	DAIRYVILLE	CA	TEHAMA
96084	ROUND MOUNTAIN	CA	SHASTA
96085	SCOTT BAR	CA	SISKIYOU
96086	SEIAD VALLEY	CA	SISKIYOU
96087	SHASTA	CA	SHASTA
96088	SHINGLETOWN	CA	SHASTA
96089	SHASTA LAKE	CA	SHASTA
96090	TEHAMA	CA	TEHAMA
96091	TRINITY CENTER	CA	TRINITY
96092	VINA	CA	TEHAMA
96093	WEAVERVILLE	CA	TRINITY
96094	WEED	CA	SISKIYOU
96095	WHISKEYTOWN	CA	SHASTA
96096	WHITMORE	CA	SHASTA
96097	YREKA	CA	SISKIYOU
96099	REDDING	CA	SHASTA
96101	ALTURAS	CA	MODOC
96103	BLAIRSDEN-GRAEAGLE	CA	PLUMAS
96104	CEDARVILLE	CA	MODOC
96106	CLIO	CA	PLUMAS
96107	COLEVILLE	CA	MONO
96108	DAVIS CREEK	CA	MODOC
96109	DOYLE	CA	LASSEN
96110	EAGLEVILLE	CA	MODOC
96111	FLORISTON	CA	NEVADA
96112	FORT BIDWELL	CA	MODOC
96113	HERLONG	CA	LASSEN
96114	JANESVILLE	CA	LASSEN
96115	LAKE CITY	CA	MODOC

Rural Subsidy Health Plan Zip Codes

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96116 LIKELY	CA	MODOC
96117 LITCHFIELD	CA	LASSEN
96119 MADELINE	CA	LASSEN
96120 CRYSTAL SPRINGS	CA	ALPINE
96121 MILFORD	CA	LASSEN
96122 DELLEKER	CA	PLUMAS
96123 RAVENDALE	CA	LASSEN
96127 SUSANVILLE	CA	LASSEN
96128 STANDISH	CA	LASSEN
96129 BECKWOURTH	CA	PLUMAS
96130 CALIFORNIA CONSERVATION CENT	CA	LASSEN
96132 TERMO	CA	LASSEN
96133 TOPAZ	CA	MONO
96134 LAVA BEDS NATIONAL MONUMENT	CA	SISKIYOU
96135 VINTON	CA	PLUMAS
96136 WENDEL	CA	LASSEN
96137 CLEAR CREEK	CA	LASSEN
96140 AGATE BAY	CA	PLACER
96141 HOMEWOOD	CA	PLACER
96142 MEEKS BAY	CA	EL DORADO
96143 BROCKWAY	CA	PLACER
96145 TAHOE CITY	CA	PLACER
96146 OLYMPIC VALLEY	CA	PLACER
96148 TAHOE VISTA	CA	PLACER
96150 SOUTH LAKE TAHOE	CA	EL DORADO
96151 FALLEN LEAF	CA	EL DORADO
96152 SOUTH LAKE TAHOE	CA	EL DORADO
96154 SOUTH LAKE TAHOE	CA	EL DORADO
96155 MEYERS	CA	EL DORADO
96156 BIJOU	CA	EL DORADO
96157 SOUTH LAKE TAHOE	CA	EL DORADO
96158 SOUTH LAKE TAHOE	CA	EL DORADO
96160 TRUCKEE	CA	NEVADA
96161 BOCA	CA	NEVADA
96162 DONNER	CA	NEVADA

Rural Subsidy Health Plan Zip Codes (Split)

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Zip Link	Zip	City	Eligible Rural County
93210	93210	COALINGA	San Benito
93426	93426	BRADLEY	Monterey
93451	93451	SAN MIGUEL	Monterey
93527	93527	INYOKERN	Inyo
95023	95023	HOLLISTER	San Benito
95076	95076	WATSONVILLE	Monterey
95230	95230	FARMINGTON	Calaveras
95230	95230	FARMINGTON	Tuolumne
95236	95236	LINDEN	Calaveras
95311	95311	COULTERVILLE	Tuolumne
95321	95321	GROVELAND	Tuolumne
95329	95329	LA GRANGE	Tuolumne
95526	95526	BRIDGEVILLE	Trinity
95963	95963	ORLAND	Tehama
95973	95973	CHICO	Tehama
95981	95981	STRAWBERRY VALLEY	Plumas
96044	96044	HORN BROOK	Siskiyou
96105	96105	CHILCOTT	Plumas